

VACANCY NOTICE NO. 2021/IRCON/HRM-31

Issued on 21.09.2021



IRCON INTERNATIONAL LIMITED
(A Public Sector Undertaking under the Ministry of Railways)



Regd. Office: C-4, District Centre, Saket, New Delhi-110 017 (India)
(CIN – L45203DL1976GOI008171)

**GENERAL MANAGERS
ALL RAILWAYS**

No. IRCON/HRM/DEPU/20/99653/8/

Issued on 21.09.2021

Organization	:	IRCON INTERNATIONAL LIMITED
Title & No. of posts	:	General Manager/ Addl. General Manager/ HRM – 01 Post
Location	:	Corporate Office, Delhi
Duration	:	3 years from the date of appointment which can be further extended upto 5 years.
Terms of appointment	:	Deputation basis
Scale of pay	:	For SG Officer – GM level Rs.123100-215900/- (CDA) (Pay matrix level 13). For JAG Officer – AGM level Rs.78800-209200/- (CDA) (Pay matrix level 12).
Perks/Benefits	:	<u>Perks/ Benefits: (Annexure-I)</u> <ul style="list-style-type: none">• Expert Professional Allowance – 15% of the actual Basic pay per month.• Medical Allowance (outdoor) – 4% of the Basic pay per month.• Reimbursement of expenses (As per minimum wages laid down for unskilled workers, as per respective State Govt. depending on place of posting of deputationist) (For GM post).• Lease/HRA/Option of retention of accommodation provided by Railways as per Railway's policy for retaining family at previous place of posting.• Deputation allowance, Transport allowance, Reimbursement for mobile and landline phone etc. Further details on perks & allowances visit the Link-Click here

- Qualification/Experience :
 - IRPS Officer working in SG/JAG scale with experience in establishment matters, Personal Administration, Recruitment, Selections and Labour Laws etc.
 - Relevant extensive experience and requisite knowledge in the same field.
 - The number of years of experience and nature of experience of the officer in the specific area as per requirement will be taken into consideration.
 - Officer should have good communication skills.
 - Overall, an officer with a good mix of all of the above shall be preferred for selection.
- Whether the company/ organisation has been exempted from the rule of permanent absorption and if so, the date upto which the exemption is valid : The Ministry of Railways has conveyed their approval for continuance of Railway Officers on deputation on exemption from the rule of immediate absorption to IRCON for a period of three years w.e.f. 31.08.2020 vide their letter No.2008/PL/45/4 (Pt.), dated 09.03.2021.
- Note : Cut off date for eligibility would be reckoned as on closing date of vacancy notice.
- Web address : www.ircon.org
- Closing date : 20 October 2021

Candidates may apply through proper channel for selection on deputation basis to the above-mentioned vacancies in the prescribed proforma attached herewith. Zonal Railways may forward the applications of eligible candidates alongwith Vigilance/DAR Clearance and APARs to Corporate Office/IRCON, New Delhi. A scanned copy of application in the enclosed format duly filled may also be sent by candidate in advance through e-mail to deputation@ircon.org so as to reach us by 20.10.2021.

(Sumit Yadav)
Manager/HRM

Please note that this is a system generated letter and does not need signature of issuing authority.)

Annexure-I

Dated: 31.10.2019

ALLOWANCES TO DEPUTATIONISTS IN INDIA

Allowances payable to deputationists working in Ircon at Indian projects have been revised w.e.f. 01.01.2019. Details of applicable allowances are as under :

S.No.	Allowances	
1.	Expert Professional Allowance (Skill up-dation)	15% of revised pay under 7th CPC for all officials on deputation at all levels, working at Indian projects/office.
2.	Medical Allowance (Outdoor)	4% of revised pay under 7th CPC for all officials on deputation at all levels, working at Indian projects/office.
3.	Reimbursement of Entertainment expenses	A re-imbusement of Rs.6000/- per month for Entertainment expenses for E9 & E8 level officers on deputation in Ircon.
4.	Reimbursement of expenses #	ED, CGM/GM working in HAG, NFHAG, SAG, NFSAG or SG (Pay matrix level 13, 14 & 15): Rs. 13584/- (*) * As per minimum wages laid down for unskilled workers, which are to be revised as and when the same is revised by the respective state Govt. (depending on place of posting od deputationists)

5. Grant of Transport Allowance:

In terms of RBE No. 80/2017 dated 03.08.2017 & RBE No. 96/2017 dated 17.08.2017 (Ann-F) Transport Allowance to Railway employees has been revised w.e.f. 01.07.2017 as under :

Employees drawing pay in Pay Level	Rate of Transport Allowance per month	
	Employees posted in the Cities as per Annexure	Employees posted at all Other Places
9 and above	Rs. 7200 + DA thereon	Rs. 3600 + DA thereon
3 to 8	Rs. 3600 + DA thereon	Rs. 1800 + DA thereon
1 and 2	Rs. 1350 + DA thereon	Rs. 900 + DA thereon

- (i) Officers drawing pay in Level 14 and above (CGM and above) in the Pay Matrix, who are entitled to the use of official car in terms of Board's letter No. E(G)95 AL 4-9 dated 06.11.1995 shall be given the option to avail the official car facility or to draw Transport Allowance at the rates of Rs.15750/- p.m. plus Dearness Allowance thereon.
- (ii) Those employees who are drawing pay of Rs. 24200/- & above in Pay Level 1 & 2 of the Pay Matrix, shall be eligible for grant of Transport Allowance @ Rs. 3600 plus D.A. thereon at the cities mentioned in the Annexure to the above cited Board's letter and @ Rs. 1800 plus D.A. thereon at all other places.

6. **Grant of House Rent Allowance:**

House Rent Allowance (HRA) to Railway employees has been revised w.e.f. 01.07.2017 in terms of RBE No.71/2017 dated 19.07.2017 (Ann-B) as under:-

Classification of Cities/Towns	Rate of House Rent Allowance per month as a percentage of Basis pay only
X	24%
Y	16%
Z	8%

The rate of HRA will not be less than Rs. 5400/-, 3600/- and 1800/- at 'X', 'Y' & 'Z' class cities respectively.

The rates of HRA will be revised to 27%, 18% and 9% for 'X', 'Y' and 'Z' class cities respectively when Dearness Allowance (DA) crosses 25% and further revised to 30%, 20% and 10% when DA crosses 50%.

7. **Medical benefits (Indoor)**- Deputationist can opt for medical facilities under the Railways or medical facilities admissible under IRCON's Medical Rules.

8. **Mobile phone and land line at Office/Residence for offices and projects in India.**

S.No.	Designation	Land line		Mobile
		ISD	STD	CUG
1	ED/PD/CGM	Yes	Yes	National CUG
2	GM/CPM/PH	No	Yes	National CUG
3	AGM	No	Yes	National CUG
4	JGM to DM	No	No	National CUG
5	DGM to DM	No	No	Zonal CUG

Monthly entitlement for all telecom services (mobile/mobile data, landline and broadband)
(in Rs.)

S.No.	Designation	Overall monthly ceiling (in Rs.)
1	ED/PD/CGM	4500
2	GM/CPM	3000
3	AGM/JGM	1200
4	DGM	900
5	MANAGER/DM	700
6	AM	600
7	SE/JE/PA	500
8	Drivers	300

Cost of Mobile Handset shall be as under:-

S.No.	Designation	Limits for cost of Handset (in Rs.)
1	ED/PD/CGM	15,000/-
2	GM/CPM/AGM	11,000/-
3	JGM	8,000/-
4	DGM/Manager/DM	7,000/-
5	AM/AE/SE/JE/PA	5,000/-
6	Driver attached to ED & above	3,000/-

9. **Purchase of Brief case:**

S.No.	Level of officers	Ceiling (Rs.)
1	ED/PD/CGM	8,000/-
2	GM/CPM/AGM	5,000/-
3	JGM/DGM	4,000/-
4	Manager & DM	3,500/-
5	Others wherever entitled	2,000/-

10. **Reimbursement of Membership/ subscription fees** - The Deputationists after completion of one year of service shall be entitled for reimbursement of annual membership/ subscription fees for National / International institute and Societies as per policy of Ircon.

11. **Birthday gift/ Diwali gift** - The Deputationists are entitled for Birthday/ Diwali gift as per policy of Ircon.

12. **Resorts facilities** - The deputationists are entitled to avail the Resorts facilities at Old Anchor Dalmia Resorts Goa and Sterling Holiday Resorts at forty locations in India & One in Sri Lanka as per policy of Ircon.



Vacancy Notice No-.....

FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS

1. **Post Applied for** (in Block Letters): _____
2. **Name in full** (In Block letters) : _____
3. **Father's Name** : _____
4. **Date of Birth** : _____
5. **Community** : _____
(SC/ ST/OBC)
6. **Religion** : _____ whether belong to Minority: Yes/No (Please tick)
7. **Present Designation and Railway:** _____
8. **Date of entry in Railway** : _____
9. **Date of entry in SG/JAG** : _____
10. **Correspondence Address** : _____
(In Block letters) _____

11. **Contact Phone & Fax no.** : _____
E-mail ID : _____

12. Qualifications (Academic & Professional):

Exam Passed	Year of Passing	Name of the Instt./ University

13. Experience Details

Post held	Scale of Pay	Name & address of the Employer	PERIOD			Brief detail of work handled (Attach separate sheet if necessary)
			From date	To date	Total Duration	

My total work experience is ____ years ____ months and my current pay scale is _____ since _____

14. **Details of Computer/ERP proficiency:** _____

15. Whether debarred from deputation? : _____
If yes, please furnish details

16. Whether cooling off period completed? : _____
If yes, date of return from previous deputation with details, wherever applicable

17. APAR Ratings for last 5 years :-

YEAR	RATING

18. Awards, if any:-

S.No.	Name of Award	Brief Details

19. Punishments, if any in career: - _____

20. List of Enclosures:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

Signature of the Candidate
(Name of candidate)

Verification

I declare that the information furnished above by me is true to the best of my knowledge and belief and that nothing material has been concealed.

Place : _____

Date : _____

Signature of the Candidate
(Name of candidate)

FORWARDING/ CERTIFICATION BY EMPLOYER

Certified that the information / details provided in the above application by the applicant are true and correct as per the facts available on record. He possesses educational qualifications and experience mentioned in vacancy circular. If selected, his relieving shall be subject to exigencies of work.

2. It is also certified:-

- (i) That there is no vigilance/ disciplinary case or criminal case pending or contemplated against Shri _____.
- (ii) That his integrity is certified.
- (iii) That his APAR dossier for the last five years, duly attested by a Competent Officer are enclosed.
- (iv) It is certified that no major/minor penalty has been imposed on him during last ten years.
- (v) That the cadre controlling authority has no objection to the consideration of the applicant for the post mentioned in this advertisement.

Signature _____

Name _____

Mobile No. _____

Office Seal _____

Place:

Date: