VACANCY NOTICE
(No.35/2023)

REQUIREMENT OF EXECUTIVE (SYSTEMS) ON DIRECT RECRUITMENT BASIS

Commencement of Online Application	Last Date of Online Submission of Application	Date of Reckoned Eligibility
01.09.2023	22.09.2023	01.09.2023

National Capital Region Transport Corporation (NCRTC) – a Joint venture of Govt of India and participating State Government of Delhi, Haryana, Rajasthan and U.P, under the administrative control of Ministry of Housing and Urban Affairs, is mandated for implementing the Regional Rapid Transit System (RRTS) in National Capital Region (NCR), ensuring a balanced and sustainable urban development through better connectivity and access. The RRTS will be a new, dedicated, high speed, rail based, high capacity, comfortable state of art, world class commuter service connecting regional nodes in NCR. It will provide reliable, high frequency, point to point and safe regional travel at high speed along dedicated pathway for relatively longer distance with fewer stops and at higher speed.

The technology and system would ensure the convenience of quality last mile connectivity, addressing the needs of all categories of travelers on the network. The corridors being developed under RRTS Phase-1 are **Delhi -Ghaziabad- Meerut**, **Delhi- Gurugram- SNB - Alwar** and **Delhi - Panipat**. Once operational, RRTS will be the fastest, the most comfortable and the safest mode of travel in the NCR.

These projects will not only provide a vital new transport infrastructure backbone to the region but also act as a catalyst for development of sub urban centers, providing jobs in the Indian economy and relieving congestion in main cities through faster reliable connections. This high-profile project with high performing teams offers a once in a lifetime opportunity to make a significant and lasting contribution to the life of NCR and the country as a whole. The diversity of individuals and skills we require to complete this task is simply huge. Further, the learning opportunities in an organization that is at its inflexion point of initiating some of the largest infrastructure projects in this country will be immense. The complexity of the project and need to draw upon international learning will offer an accelerated opportunity for skill development of talented and motivated individuals that will further lead to exciting careers prospects for the future. Our motto **"Gati se Pragati",** applies to both the project and the motivated team that will embark on this journey with us.

To be part of the journey of NCRTC, interested and eligible candidates can apply for the following Post: -

A.   DETAIL OF THE VACANCY:

Name of the Post/ Level	Executive/Systems Rs.30000-120000 (E0)
Maximum Age (years)	35 Years
No of Vacancies	02 (UR)
Nature of Employment	Regular
Qualification	B.E./ B.Tech.(Electronics/ Computer Science/ IT) or its equivalent
Experience	- Minimum 3 years of post-qualification experience in Electronic Data Processing or experience of actual computer programming/ software development/ database management system/ networking or organizing computerized information storage and retrieval system or data security. - **Desirable:** Working in Metro Rail environment (Automatic Fare Collection (AFC) systems).

Emoluments & Place of Posting	The Company offers attractive pay, perks and allowances attached to the post/ grade as per policy.		
	The job is transferable, and the selected candidates can be posted/ transferred to any of the office/ workplace of NCRTC, during the course of their service.		
Applicable Medical & Health Standard	- The applicant should not only be suitable in related field, but also should be physically and medically fit enough. In case of selection, candidates will have to undergo a medical examination as per the Corporation's policy. - Candidates should be medically fit as per Indian Railways Medical Standard (Executive)		
Mode of Selection	- Based on the eligibility/ experience in the relevant field, shortlisted candidates will be called for interview. - NCRTC reserves the right to conduct a written examination for the post in case the number of applications received from eligible candidates is higher. The detail of written examination, if any, shall be communicated to the candidates in advance, and candidates have to make their own arrangements for travel and stay.		
Pay Scale/ Pay Package	Candidates currently working with Govt. Org./ CPSEs/ Metro Rail Corporations & Govt. Instrumentalities		Candidates currently working with Private Sector
	CDA Scales	IDA Scales	
Executive (E0)	In pay-scale Rs.44900-142400 (L7), OR 3 years of service in pay-scale Rs.35400-112400 (L6)	In pay-scale Rs.30000-120000 (E0), OR 3 years of service in pay-scale Rs.29500-105850 (NE8)	Having minimum annual CTC of Rs. 7 Lakhs

- *Other terms and conditions of NCRTC shall be applicable.*
- *Qualification should be obtained from recognized University/Institute/Government Body.*
- *Number of vacancies are subject to change at any stage of the selection as per the requirement of the Project.*
- *Reserve candidates applying against unreserved post shall be treated as General category.*

B. SURETY BOND & PROBATION PERIOD:

The candidates selected shall have to execute a Surety Bond of Rs.2 Lakhs plus GST and cost of training, if any, to serve the Corporation for a minimum period of 02 (two) years. After joining, the employee has to undergo a probation period as per Corporation Policy. Three (03) months' prior notice will be required to be served before seeking resignation from the Corporation.

C. CHARACTER & ANTECEDENTS:

The success in the selection process does not confer any right to appointment unless the character & antecedents are found satisfactory after such an enquiry, that the candidate having regard to his/ her character & antecedents is suitable in all respects for appointment to the service.

D. HOW TO APPLY:

Applications will be accepted ONLINE through the link provided in the "Career section" of the NCRTC website i.e. https://www.ncrtc.in. Candidates are required to upload recent passport sized photograph & signatures (not more than 3 months old), Scanned copies of following documents shall be kept ready while filling online application form.

DOCUMENTS REQUIRED:

The application should be supported with the following documents: -

(i)   Class 10th Certificate/ Birth Certificate.
(ii)   Degree Certificate of Graduation and Post Graduation clearly showing stream/specialization.
(iii)   Copies of Educational Certificates (Matriculation onwards).

(iv)   Appointment letter, along with joining date of current organization.
(v)   Duty allocation orders.
(vi)   Copies of the APARs.
(vii)   Office order showing promotion to present grade.
(viii) Experience Certificates /Service Certificates/ Relieving Orders issued by previous organizations. It should indicate date of joining and date of relieving from each organization, where previously worked along with designations.
(ix)   Last 3 months' salary slips.
(x)   Form-16/ITR (for private sector candidates).
(xi)   Last 6 months' bank statement.

Application without supporting certificates/ documents, as mentioned above, shall be summarily rejected.

Soon after submission of online application, a print-out of the same along with supporting documents, should be sent to the below mentioned address through post/ by hand within 5 days from closing of the applications.

> **Career Cell,**
> **HR Department,**
> **GatiShakti Bhawan**
> **National Capital Region Transport Corporation,**
> **INA Colony, New Delhi-110023**

Envelope containing the print-out of application and supporting documents, should be super-scribed as-

"APPLICATION FOR THE POST OF- EXECUTIVE/SYSTEMS ON DIRECT RECRUITMENT BASIS"

E. GENERAL INSTRUCTIONS:

1. Before applying for the post, candidate should ensure that he/she fulfils the MINIMUM ELIGIBILITY and other criteria mentioned in this advertisement. NCRTC being the Appointing Authority would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied. No correspondence shall be entertained in this regard.

2. Incomplete application without supporting documents shall summarily reject the candidature.

3. All Minimum Eligibility conditions as mentioned in the advertisement shall also be considered as Essential Eligibility conditions.

4. Before applying, scanned copies of passport sized photograph, signature, educational certificates, and experience certificate should be kept ready, as these documents would be required to be uploaded at the time of filling up of online application form.

5. Candidates are advised to apply before the closing date, to avoid any difficulty at last moment.

6. Candidates working with Government sector on lumpsum CTC shall be assessed on the basis of eligibility criteria as prescribed for private sector candidates.

7. Teaching experience shall not be considered.

8. All information regarding this recruitment process would be made available in the career section of NCRTC website, i.e. www.ncrtc.in, only. Candidates are advised to check the website periodically for important updates.

9. In case of any query the same may be sent to recttquery@ncrtc.in with "POST–EXECUTIVE/SYSTEMS-35/2023" in the Subject Line.

10. Candidates are advised to add this e-mail ID to their address book. NCRTC will not be responsible for non-delivery of e-mail/ delivery of e-mail to junk or spam folder. Contact No. 011-24666700 (Monday-Friday) (10:00 AM to 4:30 PM).

Canvassing in any form shall disqualify the candidate.

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