

**VACANCY NOTICE NO. 18-HRIDC/2020****GOVERNMENT OF INDIA  
MINISTRY OF RAILWAYS  
(RAILWAY BOARD)****GENERAL MANAGERS  
ALL RAILWAYS/NEWZONES/PRODUCTION UNITS****ISSUED ON: 24.08.2020****DIRECTOR GENERAL/DIRECTORS  
ALL RAILWAYS TRAINING INSTITUTES**

<b>SN</b>	<b>Particulars</b>	<b>Details</b>
<b>1.</b>	Name of Organisation	Haryana Rail Infrastructure Development Corporation Limited- <b>HRIDC</b> (A joint venture of Ministry of Railways and Government of Haryana)
<b>2.</b>	Title & No. of Posts	Director (Project & Planning)- One Post
<b>3.</b>	Location	Chandigarh
<b>4.</b>	Duration	Three Years
<b>5.</b>	Service	IRSE
<b>6.</b>	Term of Appointment	Deputation
<b>7.</b>	Age	Not more than 55 years as on 01.08.2020
<b>8.</b>	Scale of Pay	Parent pay plus Deputation Allowance+ other Allowances as per company rules
<b>9.</b>	Minimum Eligibility required for the post (i.e. experience level of the officer required etc)	IRSE Group "A" Officers having minimum total experience of 22 years and presently working in SAG with at least 5 years of experience in Railway construction Projects of New Line/Gauge Conversion /Doubling or Metro Rail Projects
<b>10.</b>	Specific Requirements	(1) Experience of 5 years or more in Railway construction of New Line/Gauge Conversion /Double Line OR Infrastructure Project of Metro etc. (2) He should have relevant experience of project report preparation, sanction, resource mobilization and coordination with other Ministries/stakeholders
<b>11.</b>	Roles, Duties & Responsibilities	As per Annexure (II) Enclosed
<b>12.</b>	Cut-off date to be taken for age criteria	Cut-off date for the purpose of Age is 30.09.2020 and minimum eligibility Criterion will be as on 01.07.2020
<b>13.</b>	Web Address	<a href="http://hridc.co.in/">http://hridc.co.in/</a>

**SEND NAMES OF VOLUNTEERS WITH BIO-DATA INDICATING PREVIOUS POSTING TOGETHER WITH A STATEMENT GIVING DETAILS OF PREVIOUS**

DEPUTATION, IF ANY, IN CENTRAL PSU'S DULY SIGNED BY THE APPLICANT VILIGANCE / DAR CLEARANCE AND APARS TO E(O) II/RAILWAYS BOARD (.) APPLICATION RECEIVED WITHOUT STATEMENT WILL NOT BE ENTERTAINED AT ALL. ADVISE ALL EGIGIBLE SC/ST OFFICERS ALSO FOR APPLYING.

**Notes: -**

Eligible and interested candidates may apply through proper channel for selection on deputation basis to the above-mentioned vacancy in the prescribed proforma attached herewith. Zonal Railways etc. may forward the applications of eligible candidates along with Vigilance/DAR Clearance and APAR's for the past 5 year to the Managing Director, Haryana Rail Infrastructure Development Corporation Limited, SCO 17-19, Sector 17-A, Chandigarh-160017.

A scanned copy of application in the enclosed format duly filled may also be sent by the candidates in advance through E-mail to [career.hridc@gmail.com](mailto:career.hridc@gmail.com) so as to reach by 30.09.2020

Candidates may visit the web page <http://hridc.co.in/> for any further updates regarding the Vacancy Notice.

**Additional General Manager**  
**(General Administration & Finance)**

**PRESCRIBED PERFORMA**  
**FOR SUBMISSION OF APPLICATIONS ON DEPUTATION BASIS**

<b>Important</b> (please don't leave blanks)	<b>Vacancy Notice No./ Date</b>	
	Post against which application has been submitted	

**Personal Data**

1	Name	:	
2	Gender	:	
3	Service	:	
4	Department	:	
5	Category	:	
6	Date of Birth	:	
7	DITS (Date of entry into Time Scale)	:	
8	Date of entry in Gr. 'B' (whenever applicable)	:	
9	Present Pay Level (pre-revised band with Grade Pay) and basic pay as on date of application	:	
10	Present Designation & Department	:	
11	Contact Details		
	(a) Email ID	:	
	(b) Telephone (O)	:	
	(c) Telephone (R)	:	
	(d) Mobile Number	:	

**12. Education Qualification: -**

S. No.	Qualification / Degree	Year/ Division	Institution/ Country	University, Place/

**13. Experience Details: -**

S. No.	Designation & Department with place of posting	Grade	From	To	Natures of duties performed

**14. Details of previous deputation/ foreign assignment (if any)**

S. No.	Organization	Designation	From	To

15	Whether debarred from deputation? If yes, :	
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	please furnish details.		
16	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.	:	
17	Details of awards/punishment	:	

I certify that the details furnished by me above are true and I am eligible for the post as per the criteria laid down in the vacancy notice. The relevant documents in this regard are attached herewith.

I also certify that a copy of the application has been endorsed to my Administrative Officer viz. \_\_\_\_\_ for forwarding the application to HRIDC indicating No Objection, Vigilance/ DAR Clearance etc.

**(Name and signature of the applicant)**

**Place:**

**Date:**

## 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 is 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:

## **Annexure-II**

### **Roles, Duties & Responsibilities of Director (Project & Planning)**

- Undertaking Engineering Surveys, Preparation of DPR, Feasibility Studies and Sanctioning of Projects
- Implementation of Projects
- Undertake Consultancy Service for development of siding, Private Freight Terminals and other railway related projects
- Listing of land requirement/ preparation of land acquisition plans
- Convening of BoD/Shareholders Meetings, preparation of Agenda and Minute of Meeting
- To arrange statutory approvals, Forestry clearance and tree cutting permissions for the project
- Coordination with zonal Railways, RDSO and CRS
- Undertake services for Project SPV like FLS, Transaction Advisory, PMC, Testing & Commission O&M etc.