

Haryana Rail Infrastructure Development Corporation Ltd.

(A JV of Government of Haryana and Ministry of Railways)

Correspondence Address: Bay no13-14, Sector-2, Panchkula

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No.:HRIDC/Estb-8/2018/

Dated:30/08/2018

VACANCY NOTICE

(No.02/ 2018)

FILLING UP THE POST OF DEPUTY GENERAL MANAGER (CORPORATE COORDINATION) ON DEPUTATION BASIS IN HARYANA RAIL INFRASTRUCTURE DEVELOPMENT CORPORATION LTD. (HRIDC)

Haryana Rail Infrastructure Development Corporation Ltd. (HRIDC) is a Joint Venture company of Govt. of Haryana (GOH) and Ministry of Railway (MOR) incorporated with equity contribution of 51% and 49% respectively, with an objective to develop the rail infrastructure for capacity enhancement in the state of Haryana and to carry on the Business Development, financing, planning and implementation of viable railway projects that are important for critical connectivity/ capacity enhancement and in development of other infrastructure facilities in the State of Haryana. To carry on its business, HRIDC requires services of an eligible Officer for the post of DGM (Corporate Coordination) having experience of Coordination with State Government Departments & Central Government Ministries/ Departments, HR Policy and General Administration.

To meet the requirements of such a person, applications are invited from motivated and target oriented Railways' Officers, working in Railways/ its PSUs/ Metro Rail Corporation for deputation in HRIDC. The detail of the post and eligibility are given below:

1	Name of Organization	Haryana Rail Infrastructure Development Corporation Ltd. (HRIDC)
2	Name of the Post	Deputy General Manager (Corporate Coordination) i.e. DGM (CC)
3	Service	Indian Railway/ its PSUs/ Metro Rail Corporation
4	Scale pay of the deputation Post	Cadre Pay plus deputation allowance.
5	Number of Posts	One
6	Location	Chandigarh/Panchkula
7	Age	Below 55 Years
8	Terms of appointment	Normal Terms of deputation
9	Tenure of deputation	3 Years
10	Minimum eligibility required for the post (i.e. experience, level of the officer required etc.)	Senior Scale Officer with at least 5 years experience of Coordination with State Government Departments & Central Government Ministries/ Departments and General Administration.
11	Closing Date	30 days from the date of issue
12	Web Address	www.hridc.co.in

SELECTION PROCESS:

Suitable officers will be shortlisted, based on their eligibility/ experience in the relevant field.

HOW TO APPLY:

Eligible and interested candidates may apply in the prescribed application format, Annexure-I attached. All relevant documents should also be enclosed with the application. Complete filled-up application should reach this office within 30 days of this notification and should be addressed to:-

Director (Project & Planning)

Haryana Rail Infrastructure Development Corporation Ltd. (HRIDC)

Bays No. 13-14, Sector-2,

Panchkula, Haryana

A scanned copy of the application may be sent online on email hridc2017@gmail.com , within 30 days of this notification.

A copy of the application may also be sent simultaneously to their Administrative officer/ HR for forwarding the same to HRIDC, duly indicating No Objection/ Vigilance/ DAR Clearance etc.


Director (P&P)
HRIDC

PRESCRIBED PERFORMA
FOR SUBMISSION OF APPLICATIONS ON DEPUTATION BASIS

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

Personal Data

1	Name	:	
2	Gender	:	
3	Service	:	
4	Department	:	
5	Category	:	
6	Date of Birth	:	
7	Date of joining	:	
8	Present Pay Level (pre-revised band with Grade Pay) and basic pay as on date of application	:	
9	Whether the Grade/pay indicated above is on substantive basis or under MAPC/in ex-cadre/deputation post, please indicate the post held in cadre and grade of the cadre post)	:	
10	Present designation	:	
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/ University, Place/ Country

13. Experience Details:-

S. No.	Designation in Railway with place of posting	Grade	From	to	Natures of duties performed

14	Whether debarred from deputation? If yes, please furnish details.	:	
15	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.	:	
16	Details of awards/punishment	:	
17	Have you ever been convicted, if yes detail thereof	:	
18	Any criminal case lodged against you	:	

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.

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: