



Advt. No 05/2020

Recruitment of Executive Director in Finance Discipline

IRCON INTERNATIONAL LIMITED is a premier Schedule "A" infrastructure Government company under the Ministry of Railways engaged in the construction of turnkey infrastructure projects in Railways, Highways, Buildings, Power sector, etc. The Company has recorded a turnover of more than 5200 crores in the year 2019-20. The Company has successfully completed large value Railway and Highway Projects over the years in India and abroad including Malaysia, Bangladesh, Algeria, Iraq, Jordan, Saudi Arabia, Indonesia, Turkey, Nepal, etc., and recently in Sri Lanka.

The Company invites applications for regular post of **Executive Director/Finance** from the candidates **working in CPSEs/Central Govt** for which eligibility criteria and other details are as below:

Post & Scale of Pay	Essential Qualification as on 01.09.2020	Maximum age as on 01.09.2020	Post Qualification Experience criteria as on 01.09.2020
<p>Executive Director/Finance (E-9) Scale of Pay: Rs 150000-300000 (IDA) Total Post: 01 UR</p>	<p><u>Essential Qualification</u></p> <p>Associate member of Institute of Chartered Accountants of India</p> <p>OR</p> <p>Associate member of Institute of Cost & Management Accountants of India</p> <p><u>Desirable Qualification</u></p> <p>MBA (Finance) or other equivalent degrees from institute recognized by AICTE/UGC or prescribed accreditation bodies</p>	<p>55 Years</p>	<p>Officer presently working in E8 level post for 4 years in scale of Rs.120000-280000/- (IDA) / Pay Matrix Level 14 (CDA)</p> <p style="text-align: center;">OR</p> <p>Officer presently working in E9 level post and in scale of Rs.150000-300000/- (IDA) / Pay Matrix Level 15 (CDA)</p> <p>(Candidates belonging to organized sector of Central Government pertaining to Accounts should have at least three years' experience in a PSU in the last seven years)</p> <p><u>Nature of Experience:</u></p> <ul style="list-style-type: none"> • Candidates should have executive/ managerial experience in financial management, accounts, audit, cost and budgetary control, working capital management etc. Candidates should be well versed with working in computerized environment. Those having experience in construction sector will have an added advantage. • Candidates should have dealt with scrutiny of financial proposals/finance modeling/investment decision. • Preference will be given to candidates who have served as a member of BOD either in holding Company or in any of its Subsidiary/SPV and who have experience of raising finance and PPP projects.

Compensation Package: Basic Pay, Variable DA (at present 18.4%), HRA(depending on place of posting i.e. 24%, 16% & 8% for X, Y & Z grade cities respectively)/ lease rent, Allowances @34%, Performance Related Pay (Variable-based on performance rating), Leave Encashment, Mobile phone expenses, Liberal Medical including indoor medical benefits for self and dependents, Employer's contribution towards EPF & Pension scheme, Gratuity, Welfare schemes and other Fringe benefits as per rules of the Company. Selected candidate will be provided company accommodation in Asian Games Village, New Delhi-49.

Place of posting: Ircon's Corporate Office, New Delhi. However, the selected officers are liable to be posted anywhere in India/abroad as per Company's requirement from time to time.

Selection Process: Suitable Candidates (after initial screening) will be called for interview/Power Point presentation to the Selection Committee to gauge and assess their vision, leadership, ability, financial skills

and strategies for taking company forward. Psychometric Assessment may also be included in the selection process.

Travelling Allowance: Travelling fare would be reimbursed to Officers who attend the Interview/Presentation from their present place of posting to Delhi on submission of original travelling tickets on actuals restricted to the 1st AC Fare by Mail/Express train.

A -: GENERAL INSTRUCTIONS:-

1. The number of posts indicated above may vary based on further assessment of requirement. The company reserves the right to increase, decrease, cancel, restrict & modify the requirement at any point of time without assigning any reason therefor.
2. **Candidates should apply through proper channel or furnish NO OBJECTION CERTIFICATE at the time of interview. However, in the event of difficulty in forwarding the application through proper channel/getting NOC from their parent department, they may submit an undertaking at the time of interview that they will produce proper relieving order from their organization, in case selected; otherwise they will not be allowed to join. In both cases, pay protection will be given.**
3. All information submitted in the application will be verified with original documents at the time of interview. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/her candidature is liable to be rejected/cancelled at any stage of the recruitment process.

B -: INSTRUCTIONS FOR APPLYING:-

1. Before applying, candidates should ensure that they fulfill all the eligibility criteria mentioned in the advertisement.
2. Eligible candidates **have to apply in prescribed format through off line mode only.** It is advisable that the candidates have a valid e-mail id in order to facilitate faster communication.
3. Application neatly typed on A-4 size paper in the **prescribed format** should be sent to **Deputy General Manager/ HRM, IRCON INTERNATIONAL LIMITED, C-4, District Centre, Saket, New Delhi – 110 017** accompanied with the self-attested copy of following documents:
 - i. Matriculation certificate for DOB proof.
 - ii. All certificates and marksheet of Qualification (Graduation/Post Graduation/Professional) and other qualifications, if any.
 - iii. Experience certificates for previous organization and current organization clearly indicating the length and line of experience and pay scale as per eligibility conditions.
 - iv. Preferably NOC/Forwarding of application through proper channel from the present organization. (please refer clause A-2 of this advertisement)
 - v. Community certificate/J&K certificate, if any.
 - vi. Proof of Pay scale and Level, as applicable.
 - vii. Valid ID proof (PAN/Driving License/Voter id card/Aadhar).
4. Application duly signed by candidate, with passport size photograph affixed & accompanied by copy of above said documents must be sent in a sealed envelope super scribing: **Application for regular post of Executive Director/Finance vide Advt. No. 05/2020.**

Note: Any application received without copy of complete documents/signature/photograph will be rejected.

5. Before submitting the application, candidates should ensure that all the entries are properly filled and are correct. Only duly signed applications will be considered.
6. Any communication/corrigendum/notification related to any post of this advertisement will be uploaded on IRCON's website only.

IMPORTANT DATES:

PARTICULARS	DATES
Date of publication of Advt. in Employment News.	19.09.2020
Last Date of receipt of applications in prescribed format	09.10.2020

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APPLICATION FORMAT

1. **Post Applied for** (in Block Letters): _____

2. **Name in full** (In Block letters) : _____

3. **Membership Number (CA/CMA)** : _____

4. **Father's Name** : _____

5. **Date of Birth** : _____

6. **Community** : _____

(SC/ ST/OBC/EWS)

7. **Religion** : _____ whether belong to Minority: Yes/No (Please tick)

8. **Name of the Last/Present Organization:** _____

(Please
tick)

Central Govt	CPSE
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9. **Correspondence Address** : _____

(In Block letters) _____

10. **Contact Phone & Fax no.** : _____

E-mail ID

11. **Qualifications (Academic & Professional):**

Exam Passed	Year of Passing	Name of the Instt./ University	Max. marks	Marks obtaine d	%age of marks

Affix latest passport size
photograph

12. Post Qualification Experience

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 upto 01.09.2020 (in Yrs. & Months)	

My total length of post qualification work experience is ____ years ____ months and I am working in pay scale of _____ and level (E8/E9) ____ since _____ as on 01.09.2020.

13. Details of Computer/ERP proficiency: _____

14. List of Enclosures:

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

Signature of the 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