



No. NCRTC/HR/Rectt.-Cont. /07/2021

Dated:06.03.2021

VACANCY NOTICE
(No.07/2021)

REQUIREMENT OF ASSET MANAGEMENT EXPERT ON CONTRACT BASIS

National Capital Region Transport Corporation (NCRTC) – a Joint venture of Govt. of India and States 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, high capacity, comfortable commuter service connecting regional nodes in NCR. It will provide reliable, high frequency, point to point safe regional travel at high speed for relatively longer distance with fewer stops.

The technology chosen would allow covering distances of 100 km. in an hour with scheduled stoppages. The system would also 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.

NCRTC invites applications from experienced persons for asset maintenance and management in its Rapid Rail Transit System on contract basis. The detail of the post is given below:-

| | |
|---|--|
| Name of the post | Asset Management Expert |
| Number of posts | 01(one) |
| Age | Not more than 50 years, as on 06.03.2021* |
| Qualification, Eligibility criteria and experience | <u>Qualification-</u> - B.E./B.Tech. or equivalent - PG Degree/ Diploma in Management. <u>Eligibility-</u> - Should be working/ have worked at HOD level in Govt./ PSU or in reputed private sector company with pay-package of minimum Rs.36 lakh per annum. <u>Experience-</u> - Should have minimum 20(Twenty) years' post qualification experience in O&M, in a Rail based organization. - Out of the above, 15(Fifteen) years' experience should be in enterprise asset management preferably including linear asset. - Hands-on experience in implementation of enterprise asset management System using COTS product preferably SAP or IBM or Oracle or Infor. |
| Remuneration | CTC Rs.42 Lakh per annum, all inclusive. |
| Term of employment | Contractual employment for a period of 4.5(Four and half) years, terminable at three months' notice from either side. |

Other terms and conditions of NCRTC shall be applicable.

- As on 06.03.2021. The eligibility criteria, i.e. age, experience may be relaxed in exceptional cases.
- Numbers of vacancy is subject to change.

PHYSICAL & MEDICAL FITNESS:

The applicant should not only be suitable in related field, but also be physically and medically fit enough to work at project sites. In case of selection, candidate will have to undergo a medical examination as per the Company policy.

SELECTION PROCESS:

- (a) After scrutiny of the applications, candidates will be shortlisted on the basis of eligibility criteria i.e. experience, desirable qualification etc. and will be called for interview.
- (b) Management may relax any of the condition/s, in accordance to the response to meet the requirement.
- (c) Interviews of shortlisted candidates will be held at New Delhi only.

SURETY BOND:

The candidates selected shall have to execute a Surety Bond of Rs.3 Lakh plus GST and cost of training, if any, to serve the Corporation for a minimum period of two years. A three months' prior notice, will be required before seeking resignation from the Corporation.

HOW TO APPLY:

Eligible and interested candidates may apply as per the application format at 'Annexure-I', attached. All relevant documents should be enclosed with the application.

GENERAL INSTRUCTIONS:

1. (a) Complete filled-up application should reach this office latest by **29.03.2021**.
Envelope containing the duly filled-up application should be super-scribed as-
**"APPLICATION FOR THE POST OF- ASSET MANAGEMENT EXPERT
ON CONTRACT BASIS"**
and should be addressed to:-
**Career Cell, HR Department,
National Capital Region Transport Corporation,
7/6 Siri Fort Institutional Area,
August Kranti Marg,
New Delhi-110 049.**
- (b) Incomplete/ without supporting documents and applications received after due date shall be rejected summarily. NCRTC will not be responsible for non-receipt/ late receipt of the application/ any communication due to postal delay or any other reason.
- (c) Mere fulfilling the terms and conditions requirement/ qualification will not vest any right on the candidates to be called for Interview.
- (d) NCRTC reserves the right to reject any candidate without assigning any reason.
- (e) The application should be supported with the following documents:-
 - (i) Educational Certificates (Matriculation onwards)
 - (ii) Work experience Certificate/s issued by last employer/s
 - (iii) Letter of appointment and latest salary slip issued by current employer showing fulfillment of CTC criteria, where applicable alongwith Form 26AS.
 - (iv) Copies of the APARs/ Performance Appraisal
 - (v) Documents establishing relevant experience.
2. Shortlisted candidates will be informed either through email, SMS or mobile/ phone and they will have to appear for interview on the scheduled date and time with all original documents/ testimonials.
3. **Canvassing in any form shall disqualify the candidate.**



NATIONAL CAPITAL REGION TRANSPORT CORPORATION LTD.
(A joint venture of Govt. of India and participating State Govts.)

APPLICATION FOR THE POST OF ASSET MANAGEMENT EXPERT

A. PERSONAL DETAILS:-

| | | | |
|-----|--|--------------------------------|---|
| 1. | Applicant's Name | | Affix your latest passport size photograph, duly self attested across |
| 2. | Father's/ Husband's Name | | |
| 3. | Date of Birth | | |
| | Age as on 06.03.2021 |Yrs... ..Months.....Days | |
| 4. | Gender | | |
| 5. | Category (UR/SC/ST/OBC/PWD) | | |
| 6. | Organisation/ Department | | |
| 7. | Present Designation | | |
| 8. | Present Pay-Scale and Basic pay | | |
| | Pay package & CTC(Pvt. Sector Co.) | | |
| | Holding present pay-scale/package w.e.f. | | |
| 9. | Correspondence Address | | |
| 10. | Contact No. (with STD code) | Phone..... Mobile..... | |
| 11. | E-mail ID | | |

B. EDUCATION DETAILS

| S.N. | Qualification | Name of Board/ Institute/ University | Year of passing | Division/ Grade/ Percentage |
|------|---------------|--------------------------------------|-----------------|-----------------------------|
| | | | | |
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| | | | | |

(Attach separate sheet if required)

C. EXPERIENCE DETAILS:-

| S.N. | Period | | Designation | Organisation/ place of project | Responsibilities in brief |
|------|--------|----|-------------|--------------------------------|---------------------------|
| | From | To | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

(Attach separate sheet, if required)

- Total work experience in O&M field - Years.
- Experience of asset management with Railways/ Metro Rail Organisations -... Years.

D. CONFIRMATION: I do hereby confirm that I am fulfilling the following criteria:-

| S.N. | Criteria | Fulfilling (Yes/No) | Remarks (If any) |
|------|---|---------------------|------------------|
| 1. | Age as on 06.03.2021 | | |
| 2. | Qualification | | |
| 3. | Presently working with Govt. org./ CPSEs/ Metro Rail/ Private Sector Infrastructure Company | | |
| 4. | Working in the required grade/ Pay-scale/ Pay-package | | |
| 5. | Experience is adequate (in total number of years) | | |
| 6. | Experience is in the required field (as asked) | | |
| 7. | Seeking any relaxation | | |

E. OTHER DETAILS

| | | | |
|----|---|---------|--|
| 1. | Whether any punishment awarded in last 10 years. | Yes/ No | |
| | If Yes, please furnish details | | |
| 2. | Whether any disciplinary action/ inquiry is contemplated against the applicant | Yes/ No | |
| | If Yes, please furnish detail | | |
| 3. | Furnish Annual Performance Appraisal Report (APAR) grading (Outstanding/ Very Good/ Good/ Average/ Below average), if applicable. | 2016-17 | |
| | | 2017-18 | |
| | | 2018-19 | |
| | | 2019-20 | |
| 4. | Time required for joining, if selected | | |

I hereby declare that the particulars furnished above by me are true. I understand that my candidature will be cancelled, if any information is found incorrect or false at any point of time.

Date:

(Signature of the candidate)

Place:

Name.....

Desig.....