



**Recruitment of officials on contract basis in pay-scale**

RITES Ltd., a Mini Ratna Central Public Sector Enterprise under the Ministry of Railways, Govt. of India, is a premier multi-disciplinary consultancy organization in the fields of transport, infrastructure and related technologies.

RITES Ltd. is in urgent need of dynamic, sincere and hard working qualified professionals for its various projects:

VC No.	Title of position	Number of posts
32/16	RE Civil/ Contract Manager/ Quality Expert	6
33/16	Track Design Engineer/ARE Track (Design)/ Alignment Engineer	3
34/16	Administrative Manager	1
35/16	Labour Protection specialist/ARE (labour issues)	2
36/16	ARE Track (Field)	16
37/16	ARE – PSC Sleeper plant	5
38/16	ARE Bridge	14
39/16	ARE Survey	2
40/16	ARE(Earthwork)	4
41/16	ARE(Safety)	1
42/16	ARE Geotech	1
<b>Total</b>		<b>55</b>

(RE = Resident Engineer; ARE = Assistant Resident Engineer)

Category wise bifurcation is as under:

UR	OBC	SC	ST	Total
29	14	8	4	55

**Age Limit**

Maximum Age	Cut-off date for calculation of age
55 years	01.05.2016

**Age limit can be relaxed by a maximum of 3 years in deserving cases and having sound health.**

**Nature & Period of Engagement**

The appointment shall be purely on contract basis initially for a period of one year, extendable until completion of the assignment subject to mutual consent and satisfactory performance.

**Note:**

- i. **The posting of candidates can be anywhere within the jurisdiction of WDFC (Dadri-Rewari to JNPT Mumbai)**
- ii. **The actual deployment will be subject to approval of CV by DFCCIL**

The tentative place of posting for various vacancies is indicated as under (However, candidates are liable to be posted anywhere in India as per company requirements):

VC No.	Title of position	Likely place of Posting
32/16	RE Civil/ Contract Manager/ Quality Expert	One RE at Vadodra One at Virar-Surat and One anywhere in the Jurisdiction of WDFC corridor Contract manager at Vadodara Quality expert One at Delhi/ NCR One at Vadodra
33/16	Track Design Engineer/ARE Track (Design)/ Alignment Engineer	All at Delhi/ NCR
34/16	Administrative Manager	At Vadodara
35/16	Labour Protection specialist/ARE (labour issues)	Both at Delhi/ NCR
36/16	ARE Track (Field)	Anywhere from Rewari-Dadri, Rewari-JNPT section
37/16	ARE – PSC Sleeper plant	Anywhere from Rewari-Dadri, Rewari-JNPT section
38/16	ARE Bridge	Anywhere from Rewari-Dadri, Rewari-JNPT section
39/16	ARE Survey	At Vadodra
40/16	ARE(Earthwork)	Anywhere from Rewari-Dadri, Rewari-JNPT section
41/16	ARE(Safety)	At Delhi/ NCR
42/16	ARE Geotech	At Vadodra

#### Essential Qualifications & Experience

VC No.	Title of position	Minimum Educational Qualification	Minimum post Qualification Experience
32/16	RE Civil/ Contract Manager/ Quality Expert	Full time First class Degree in Civil Engineering	General work experience of 12 years
33/16	Track Design Engineer/ ARE Track (Design)/ Alignment Engineer		
34/16	Administrative Manager	Full time First Class Master's degree in Management	Experience in same/similar position of 6 years
35/16	Labour Protection specialist/ ARE (labour issues)	Full Time First Class Master's degree	
36/16	ARE Track (Field)	Full time First class Degree in Civil Engineering  <b>OR</b> Full time First class Diploma in Civil Engineering	<b>For Degree holders</b> General work experience of 6 years. Experience in same/similar position of 3 years.  <b>For Diploma holders</b> General work experience of 12 years. Experience in same/similar position of 6 years
37/16	ARE – PSC Sleeper plant		
38/16	ARE Bridge		
39/16	ARE Survey		
40/16	ARE(Earthwork)		
41/16	ARE(Safety)		
42/16	ARE Geotech		

**Same/ similar/ Relevant Experience for above posts is defined as under:**

VC No.	Title of position	Description of same/ similar/ Relevant experience
32/16	RE Civil/ Contract Manager/ Quality Expert	The candidate should have experience in working in linear infrastructure project like, highway/ Railway/ Metro/ Irrigation in same/similar position.

33/16	Track Design Engineer/ ARE Track (Design)/ Alignment Engineer	The candidate should have experience in planning/ designing/ executing Railway yards / Railway line/ sidings/ Metro rail
34/16	Administrative Manager	The candidate should have administrative experience in working for linear infrastructure projects like Highway/ Railway/ Metro/ Irrigation etc like Experience in handling HR/Admin. / IT Matters
35/16	Labour Protection specialist/ ARE (labour issues)	The candidate should have experience in dealing with labour issues/ labour laws in connection with any infrastructure project
36/16	ARE Track (Field)	The candidate should have experience in planning/ executing Railway yards / Railway line/ sidings/ Metro rail
37/16	ARE – PSC Sleeper plant	The candidates should have experience in pre-cast elements/ pre cast concrete.
38/16	ARE Bridge	The candidate should have experience in bridge construction in any project / Bridge casting yard.
39/16	ARE Survey	The candidate should have experience in Engineering surveys in any linear infrastructure projects like Highway/ railway/ Metro/ irrigation etc
40/16	ARE(Earthwork)	The candidate should have experience in earthwork in any linear infrastructure projects like Highway/ Railway/ Metro/ Irrigation etc
41/16	ARE(Safety)	The candidate should have experience in working in any linear infrastructure projects like Highway/ Railway/ Metro/ Irrigation with experience in handling safety issues.
42/16	ARE Geotech	The candidate should have experience in carrying out geotechnical investigations

Reserved category candidates (SC/ST/OBC/PWD) should have at least 50% marks in Minimum Qualification for consideration against reserved posts.

Experience shall be calculated as on 01.05.2016.

**Note for Educational Qualification:**

The candidate should possess full time Degree/ Diploma (as applicable) approved by UGC/AICTE; from a University incorporated by an Act of Central or State legislature in India or other Educational Institutions established by an Act of Parliament or declared to be Deemed as University under Section 3 of the University Grants Commission Act, 1956. Sections A & B examination of the Institution of Engineers (India) which is treated as equivalent to Degree/ Diploma (as applicable) by Govt. of India, shall also be accepted.

**Relaxations & Concessions**

Reservation, relaxation & concessions to reserved category candidates (SC/ST/OBC/PWD) would be provided against reserved posts (where applicable) as per extant Govt. orders.

PWD candidates will have to meet the Physical Requirements and Functional Classifications which have been identified for the post are as under:

S. No.	Categories for which identified	Functional Classification	Physical Requirements
1	Locomotor disability	OA, OL	S, ST, BN, W, SE, MF, C & RW
2	Hearing impairment	HI	

Functional Classification:-

Code	Functions
OL	One leg affected (R or L)
OA	One arm affected
HI	Hearing Impaired

Physical Requirements:

Code	Physical Requirements
S	Work performed by sitting (on bench or chair)
ST	Work performed by standing
SE	Work performed by seeing
RW	Work performed by reading and writing.
BN	Work performed by bending
MF	Work performed by manipulation by fingers
C	Work performed by communication
W	Work performed by walking

### Selection Process

The company reserves the right to shortlist suitable number of eligible candidates for selection, based upon scrutiny of documents; their eligibility and other shortlisting criteria.

Appointment of selected candidates will be subject to their being found medically fit in the Medical Examination to be conducted as per RITES Rules and Standards of Medical Fitness for the relevant post.

Candidates have the option to appear for interview either in Hindi or English.

### Venue & Time

Date, time and details of venue of the selection shall be communicated to shortlisted candidates.

### Remuneration

Based upon their Educational Qualification and Work Experience, selected candidates will be placed in pay - scales as under:

#### For Degree Holders:

S. No.	Total work experience/ Relevant experience	Corresponding Pay Scale in IDA
1	17/10	GM (51, 300 – 73, 000)
2	15/8	AGM (43, 200 – 66, 000)
3	12/6	JGM (36, 600 – 62, 000)
4	10/6	Sr. DGM (32, 900 – 58, 000)
5	8/3	DGM (29, 100 – 54, 500)
6	6/3	Manager (24, 900 – 50, 500)

#### For Diploma Holders:

S. No.	Total work experience/ Relevant experience	Corresponding Pay Scale in IDA
1	18/12	JGM (36, 600 – 62, 000)
2	16/10	Sr. DGM (32, 900 – 58, 000)
3	14/8	DGM (29, 100 – 54, 500)
4	12/6	Manager (24, 900 – 50, 500)

The selected candidates would be paid Basic pay and DA, fixed/variable allowances as applicable in the scale, HRA/Lease, Contribution to PF, Gratuity as per Gratuity Act. Other benefits would be as under:

- |                                                                                                                                                                                                      |   |                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|--------------------------------------------------------|
| <ul style="list-style-type: none"><li>a) Leaves.</li><li>b) Maternity Leave/ Paternity Leave</li><li>c) Medical facility.</li><li>d) Accident/Death Insurance.</li><li>e) Leave Encashment</li></ul> | } | As per company rules applicable to Contract employees. |
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### Fees

No fee is to be paid for applying to the said post.

### How to Apply

1. Interested candidates fulfilling the above laid down eligibility criteria are required to apply online in the registration format available in the Career Section of RITES website, <http://www.rites.com> .
2. While submitting the online application the system would generate 'Registration No.' on the top of filled up online form. Please note down this "Registration No." and quote it for all further communication with RITES Ltd.
3. A copy of this online Application form containing the registration number is to be printed, signed, and furnished alongwith **self-attested copies** of the following documents in the given order only (from top to bottom):
  - a. 2 recent passport size colour photographs
  - b. Certificates of Educational qualifications (in chronological order)
  - c. Experience certificates for total & relevant experience (in chronological order)
  - d. Proof of identity and address (Aadhar Card, Voter ID, Driving Licence, PAN Card etc.)
  - e. Certificate in support of claim of belonging to Scheduled Caste, Scheduled Tribe and Other Backward Classes, Ex-Serviceman or Physically Handicapped, where applicable as GOI prescribed formats.
  - f. Certificate in support of claim for age concession, where applicable.Documents thus arranged are to be sent through post to **"Assistant Manager (P)/Rectt., RITES Ltd., RITES Bhawan, Plot No.1, Sector-29, Gurgaon – 122001, Haryana"** .
4. Candidates can apply to more than one post. However, separate online registration and documentation is required for each position.
5. Experience certificates only are acceptable as proof of experience. Copies of salary slips, Form 16 issued by employer can be considered at the discretion of the company. Offer letters are not acceptable
6. The candidates are also advised to keep a copy of such application form with them and to carry the same at the time of the interview if called.
7. The **original testimonials/documents along with one self-attested copy** will have to be produced by the candidates at the time of interview if called.
8. No application will be entertained after the expiry of last date of receipt of Online Application Form.
9. Departmental Candidates of RITES and candidates working in Government Departments/ PSU shall be allowed to join RITES only after being properly relieved from their parent organization.

10. Candidates not fulfilling the minimum laid down criteria advertised with respect to educational qualifications, age, and experience for selection to the respective post, would not be able to register online.
11. Candidates should submit only single application and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online application. RITES will not be responsible for bouncing of any e-mail sent to the candidates.
12. If any claim made by candidates is found to be incorrect, their candidature shall be summarily rejected.

#### General Instructions

1. The number of vacancies can vary.
2. The period of training/trainer/apprenticeship shall not be counted towards post qualification experience.
3. Any information regarding this recruitment process would be made available through the e-mail provided by the candidate. Candidates are advised to periodically check the site for updates.
4. No train/bus fare / TA / DA shall be payable.

#### Communication with RITES

All correspondence by / with the candidates in regard to the examination shall be through e-mail only. All communications with RITES should invariably contain the following particulars:

- i. VC No.
- ii. REGISTRATION/ROLL NO.
- iii. NAME OF CANDIDATE IN FULL AND IN BLOCK LETTERS.
- iv. Valid email address as given in the application

Communications not containing above particulars shall **NOT BE ATTENDED** to.

**Queries should be sent to [rectt@rites.com](mailto:rectt@rites.com).**

For any clarification/queries not covered above, please contact officials of Recruitment Section on telephone No. 0124 - 2818178/ 2818163 from 10:00 AM to 5:00 PM on working days (Monday to Friday). **Queries related to information already provided above shall not be attended.**

#### Important Dates

S. No.	Particular	Date
1	Start date of online registration	19.05.2016
2	Last date of online registration	03.06.2016
3	Last date for receipt of hard copy of document	13.06.2016
4	Tentative date of Interview	To be notified later