



**Recruitment of Engineers on regular basis**

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 and hard working professionals as under:

| VC No. | Post                                   | No. of Vacancies |     |    |    |       |
|--------|--|------------------|-----|----|----|-------|
|        |  | UR               | OBC | SC | ST | Total |
| 93/16  | Deputy General Manager (Civil)         | 5                | 1   | 1  | 1  | 8     |
| 94/16  | Deputy General Manager (E&M)           | 1                | 1   | 0  | 0  | 2     |
| 95/16  | Deputy General Manager (Rolling Stock) | 2                | 0   | 0  | 0  | 2     |

**Age Limit**

|       | Maximum Age | Cut-off date for calculation of Age |
|-------|-------------|-------------------------------------|
| 93/16 | 50 years    | 01.08.2016                          |
| 94/16 |             |                                     |
| 95/16 |             |                                     |

**Minimum Qualifications & Experience**

| VC No | Designation & Pay Scale (Rs.)                     | Minimum Qualification                                | Minimum post-qualification/<br>relevant experience         |
|-------|---|--|--|
| 93/16 | Deputy General Manager<br>(Rs. 29, 100 – 54, 500) | Full time First Class Degree in<br>Civil Engineering | Total Experience: 12 years<br>Relevant Experience: 6 years |

**Relevant Experience is defined as under:**

Candidates should have experience in various fields of Metro Project like design of Structure, Supervision of Viaduct, Stations, Tunnels, Underground Section, Depot etc.

|       |   |   |  |
|-------|---|---|--|
| 94/16 | Deputy General Manager (E&M)<br>(Rs. 29, 100 – 54, 500) | Full time First Class Degree in<br>Electrical Engineering | Total Experience: 12 years<br>Relevant Experience: 6 years |
|-------|---|---|--|

**Relevant Experience is defined as under:**

Candidates should have experience in various fields of Metro Project like Planning, Design, installation, testing & Commissioning of lifts & escalators and/or 750Vdc/25kVac traction and power supply system including Sub-stations, OCS/OHE/Third Rail and associated electrical installations for Metro Rail / Railway projects.

Candidates should also have knowledge of statutory obligations, interface management, safe work practices, proof checking of designs, acceptance criteria, inspections, safety requirements, specifications and quality assurances with regard to traction & distribution system etc.

|       |   |   |  |
|-------|---|---|--|
| 95/16 | Deputy General Manager (Rolling Stock)<br>(Rs. 29, 100 – 54, 500) | Full time First Class Degree in<br>Electrical Engineering | Total Experience: 12 years<br>Relevant Experience: 6 years |
|-------|---|---|--|

**Relevant Experience is defined as under:**

Candidates should have experience in various fields of Metro Project in Planning, design, testing & commissioning of Passenger Metro cars/coaches including operation & maintenance.

Candidates should also have knowledge of statutory obligations, SOD, safety rules, maintenance schedules, interface management, checking of designs, acceptance criteria, inspections, specifications and quality assurances with regard to various systems of Metro coaches.

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

Experience shall be calculated as on 01.08.2016.

**Note for Educational Qualification:**

The candidate should possess full time Degree 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 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.

RITES regular employees shall be eligible for a relaxation of 5 years in the Age-Limit.

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

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

Functional Classification:-

| Code | Functions                 |
|------|---------------------------|
| OL   | One leg affected (R or L) |
| OA   | One arm affected          |
| OAL  | One arm one leg affected  |
| BL   | Both legs affected        |
| HI   | Hearing Impaired          |
| LV   | Low Vision                |

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                     |
| H    | Hearing/ Speaking                             |

### Selection Process

After screening of documents, suitable number of eligible candidates shall be called for selection.

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.

### Nature & Period of Engagement

The appointment will be initially on probation for two years.

Selected candidates shall be liable for posting anywhere in India as per Company requirements.

Candidates will be required to successfully clear the screening for confirmation of their services at the end of the probation period.

### Remuneration

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:

- a) Leaves.
- b) Maternity Leave/ Paternity Leave
- c) Medical facility.
- d) Accident/Death Insurance.
- e) Leave Encashment.

As per company rules applicable to Regular employees.

### Fees

No fee is required to be paid for applying to the above posts.

### How to Apply

1. Before applying candidates should ensure that they satisfy all the necessary conditions and requirements of the position.
2. 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>.

3. 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.
4. 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. High School certificate for proof of Date of Birth
  - c. Certificates of Academic & Professional qualifications and statements of marks of all the qualifications for all semesters/years (Xth, XIIth, Diploma/ Graduation/ Post-Graduation as applicable)
  - d. SC/ST/OBC Certificate if applicable.(Only caste certificate for reservation for posts under Govt. of India is acceptable in RITES Ltd.)
  - e. Proof of identity & Address (Passport, Voter ID, Driving Liscence, Aadhaar Card etc)
  - f. PAN Card
  - g. Proof of different periods of experience as claimed in your application (if applicable)
  - h. Any other document in support of your candidature
  - i. PWD Certificate as per latest format (if 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**".

5. Experience certificates, salary slips, Form 16 and bona fide certificates only are acceptable as proof of experience. Offer letters are not acceptable.
6. Category certificate (SC/ST/OBC) should be for reservation for appointment to posts under Government of India only. OBC candidates included in the Central List having certificate not more than 12 months old (with clear mention of not belonging to "Creamy Layer") in the GOI format only will be given the benefit of OBC reservation.
7. 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. **Candidates who have registered online but whose physical application along with aforesaid documents is not received by the due date, their candidature may not be considered.**
8. The **original testimonials/documents along with one self-attested copy** will have to be produced by the candidates at the time of interview.
9. No application will be entertained after the expiry of last date of receipt of Online Application Form. RITES Ltd. does not bear any responsibility for any delay in post/courier for any reason whatsoever.
10. Departmental Candidates of RITES are also required to apply online and submit hard copy through proper channel.
11. Candidates working in Government Departments/ PSU are required to apply through proper channel.
12. 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.
13. Candidates should submit only single application for one vacancy 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. However, candidates can apply for any number of vacancies.

14. If any claim made by candidates is found to be incorrect, their candidature shall be summarily rejected.

**Note:**

**Hard copies of documents submitted by candidates shall be scrutinized to check fulfilling of the eligibility criteria viz. Educational Qualification, Experience etc as mentioned in the advertisement. Hence candidates are advised to first check their eligibility as per the advertisement and fill the following details with the utmost care and to ensure the details match the criteria laid down in the advertisement:**

- i. **Degree Name, Discipline and Percentage of Marks scored**
- ii. **Position Held, Dates and Experience Details (Areas of Work)**

**Candidates are also encouraged to fill their “Areas of Specialization” field in detail.**

**Taking care in filling the above details would enable RITES to appropriately scrutinize the applications and judge the eligibility of the candidates.**

**Venue & Time**

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

**General Instructions**

1. Management reserves the right to cancel/ restrict/ enlarge/ modify/ alter the selection/ recruitment process at any stage, without issuing any further notice or assigning any reason thereafter.
2. The number of vacancies can vary.
3. The period of training/internship/apprenticeship shall not be counted towards post qualification experience.
4. Any information regarding this recruitment process would be made available through the e-mail provided by the candidate at the time of registration and/or uploaded on RITES website. Candidates are advised to periodically check the site for updates.
5. 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**.

**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 only on working days (Monday - Friday). **Queries related to information already provided above shall not be attended.**

### Important Dates

| <b>S. No.</b> | <b>Particular</b>                                 | <b>Date</b>          |
|---------------|---|----------------------|
| 1             | Start date of online registration                 | 26.08.2016           |
| 2             | Last date of online registration                  | 23.09.2016           |
| 3             | Last date of submission of hard copy of documents | 10.10.2016           |
| 4             | Date of selection                                 | To be notified later |