

BITES LIMITED
(A Govt. of India Enterprise)
BITES Bhawan, Plot No. 1, Sector – 29, Gurgaon – 122001



Recruitment for Civil Engineers on contractual basis in pay-scale through Walk-In Interview

BITES 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.

BITES Ltd. is in urgent need of dynamic and hard working professionals as under through Walk-In Interview:

VC No.	Post	No. of Vacancies				
		UR	OBC	SC	ST	Total
49/18	Assistant Manager (Construction)	2	0	1	1	4

Age Limit

Maximum Age	Cut-off date for calculation of Age
40 years	01.08.2018

Minimum Qualifications & Experience

VC No.	Designation & Pay-scale (Rs.)	Minimum Educational Qualification*	Minimum Post-qualification experience after Graduation	Experience Description
49/18	Assistant Manager(Construction) (Rs.50000-160000)	Full time (B. Tech /B.E) Degree in Civil Engineering	4 years	Construction and contract management of large infrastructure projects

*Candidate belonging to General category (and candidates belonging to SC/ST/OBC(NCL)/PWD applying against unreserved posts) should have first class degree/ minimum 60% marks in Minimum Qualification for consideration against unreserved posts

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

Experience shall be calculated as on 01.08.2018.

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 SC/ST/OBC (NCL)/PWD/ Ex-SM/ J&K Domicile would be provided against reserved posts (where applicable) as per extant Govt. orders.

Relaxation in upper age limit to OBC (NCL)/ SC/ ST candidates shall be provided against reserved posts as per extant Govt. orders.

PWD candidates suffering from not less than 40% of the relevant disability shall only be eligible for the benefit of PWD. Such PWD candidates shall be eligible for relaxation of 10 years in upper 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

The document of candidates who appear for Walk-In Interview shall be screened for eligibility. The candidates may be shortlisted for selection. The company reserves the right to shortlist the number of candidates for Interview out of eligible candidates.

Based upon fulfilling the conditions of eligibility; candidates shall be shortlisted for Interview.

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 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.

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

Remuneration

The selected candidates would be paid Basic pay and DA, fixed/variable allowances @ 14% of Basic Pay, HRA/Lease, Contribution to PF, Gratuity as per Gratuity Act. Other benefits would be as under:

- | | | |
|---|---|--|
| <ul style="list-style-type: none">a) Leaves.b) Maternity Leave/ Paternity Leavec) Medical facility.d) Accident/Death Insurance.e) Leave Encashment. | } | As per company rules applicable to contract employees. |
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The approximate emoluments for the post of Assistant Manager are 9.5 LPA respectively.

Remuneration mentioned above is only indicative. Actual remuneration shall depend upon place of posting and other terms & conditions of appointment.

Fees

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

How to Apply

1. **Candidates have to apply online by the date given below .They are required to appear for the selection as per schedule given below without waiting for any intimation/ communication from RITES and carry hard copy of documents on the day of selection.**
2. **Before applying candidates should ensure that they satisfy all the necessary conditions and requirements of the position.**
3. 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>.
4. 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.
5. Candidates are required to bring the **filled up Online Application Form** along with the following documents with them in **ORIGINAL & ONE SELF-ATTESTED COPY** at the time of Interview 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 Licence, 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).

6. No hard copy of any documents/forms is to be sent to this office.

7. Please attach copies of experience certificates from your previous employment in respect of claims made by you in your application. In respect of current employment, **experience certificate/ joining letter along with last months' salary slips, or, Form 16 and other documents** which clearly prove your continuity in the job are to be attached. In case your claim is not established from the proofs submitted by you; your application is liable to be rejected. Please check your claims and certificates submitted by you carefully. Incomplete application, or, insufficient proof would entail rejection of your application. No claims would be entertained at a later stage.
8. **For proof of CTC/ salary, candidates shall have to submit a copy of their last Form No. 16/ Earning Card/ salary slip/ Appraisal letter/ any other suitable document.**
9. Community certificate (SC/ST/OBC) should be in the format prescribed by Government of India only. OBC candidates included in the Central List with certificate not more than 12 months old (with clear mention of candidate not belonging to "Creamy Layer") in the GOI prescribed format only will be considered for the posts reserved for OBC.
10. The candidates are also advised to keep a copy of Application Form submitted with them and to carry the same at the time of the selection (if called).
11. 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.
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 online application for one VC No. and application once submitted cannot be altered. However, candidates wishing for more than one VC No. will have to apply separately for each VC No. and appear for selection as per schedule mentioned. 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.
14. If any claim made by candidates is found to be incorrect, their candidature shall be summarily rejected.

Venue & Time

Schedule for Walk-In Interview is as under:

City	Venue	Date & Time for Interview
Gurgaon	RITES Ltd., RITES Bhawan, Plot No 1, Sector 29 Gurgaon – 122001, Haryana	10.09.2018 9:30 AM

No hard copy/ form/ document is to be sent to this office.

No separate intimation shall be sent to the candidates. In case of change in date/ time/ venue of Interview, the same shall be displayed on RITES website www.rites.com under Career section and an e-mail shall be sent to the candidates.

Candidates who have not registered online shall not be considered.

Based upon fulfilling the conditions of eligibility, the credentials of candidates shall be scrutinized. The company reserves the right to shortlist the number of candidates for Interview out of eligible candidates.

Candidate must ensure that they fulfill the advertised criteria of age, qualification, Category (wherever applicable), etc for the specific position and bring relevant documents/certificates in support thereof. If at any stage, it is found that candidate is not eligible for the post, his/her candidature will be summarily rejected

Effort shall be made to conduct Interviews for all candidates on the same day only. However, in case of large number of candidates, selection may continue to the next day as well.

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.

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

S. No.	Particular	Date
1	Start date of online registration	21.08.2018
2	Last date of online registration	05.09.2018
4	Date of selection	10.09.2018