

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



Recruitment of Civil Engineers 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 professionals for its highway projects:

VC No.	Post / scale	Vacancies				
		Total	UR	OBC	SC	ST
70/15	Assistant Manager(Civil) / Rs. 20600-46500	10	7	2	1	0

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.

Age Limit

Post	Maximum Age	Cut-off date for age calculation
Assistant Manager(Civil)	35 years	01.10.2015

Minimum Qualifications & Experience

Minimum Qualification	Minimum post-qualification experience as on 01.10.2015
Full time First Class Degree in Civil Engineering*	4 years in Highway and/or Structural Engineering

*Reserved category candidates (SC/ST/OBC) should have at least 50% marks in Minimum Qualification to be eligible for the post of Assistant Manager (Civil).

Note for Educational Qualification:

The candidate should possess full time Degree in Civil Engineering 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/PWD/Ex-Servicemen would be provided as per extant Govt. orders.

Selection Process

All eligible candidates shall be called for Written Test. Based on performance and merit in Written Test, top candidates (5 times the number of vacancies in each category) shall be called for personal interview.

The final merit list shall be prepared as per the following marks weightage distribution:

Qualification	-	20%
Experience	-	20%
Written Test	-	40%
Interview	-	20%

Merit list of only those candidates shall be prepared who secure a minimum of 60% marks (50% for SC/ST/OBC/PWD) in aggregate as well as in the 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.

Remuneration

The selected candidates on contract 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. | } | As per company rules applicable to Contract employees. |
| b) Maternity Leave/ Paternity Leave | | |
| c) Medical facility. | | |
| d) Accident/Death Insurance. | | |
| e) Leave Encashment. | | |

Fees

No fee is required 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> on or before **1700 hrs. 01.10.2015**.

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"*** so as to reach him definitely by **1700 hrs. 12.10.2015**.

4. Experience certificates, salary slips and bona fide certificates only are acceptable as proof of experience. Offer letters are not acceptable.
5. 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.**
6. 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.
7. 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.
8. Departmental Candidates of RITES are also required to apply online and submit hard copy through proper channel.
9. 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.
10. 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.
11. If any claim made by candidates is found to be incorrect, their candidature shall be summarily rejected.

Venue & Time

S. No.	Selection Round	Venue & Date
1	Written Test	Venue: RITES Ltd., RITES Bhawan Plot No. 1, Sector 29 Gurgaon – 122001, Haryana Date: October 2015 Time: 10:00 AM
2	Interview (Subject to merit list of Written Test)	

General Instructions

1. The number of vacancies can vary.
2. The period of training/internship/apprenticeship shall not be counted towards post qualification experience.
3. The selected candidates shall be posted at Corporate Office, Gurgaon or anywhere in India.
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**.

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 - Friday). **Queries related to information already provided above shall not be attended.**

Important Dates

S. No.	Particular	Date
1	Start date of online application	15.09.2015
2	Last date of online application	01.10.2015
3	Last date for receipt of hard copy of documents	12.10.2015
2	Tentative Date of Written Test & Personal Interview	October 2015