



**Recruitment of Structural Design Engineer (Civil) 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
7/16	Deputy General Manager – Structural Design Engineer (Civil)	2	0	0	0	2

**Age Limit**

Maximum Age	Cut-off date for calculation of Age
50 years	01.03.2016

**Minimum Qualifications & Experience**

Designation & Pay Scale (Rs.)	Minimum Qualification	Minimum post-qualification/ relevant experience
Deputy General Manager (Rs. 29, 100 – 54, 500)	Full time First Class Degree in Civil Engineering	Total Experience: 12 years Relevant Experience: 6 years
<b>Relevant Experience is defined as under:</b> Candidates should have experience in structural designs of Metro Project Structures i.e. stations, viaducts, tunnels etc.		

Experience shall be calculated as on 01.03.2016

**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**

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

**Selection Process**

Selection will be on the basis of Interview. Candidates should come for the Interview on the specified date and time without waiting for any intimation from RITES in this regard.

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/Leave, Contribution to PF, Gratuity as per Gratuity Act. Other benefits would be as under:

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|---|---|---|
| <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 Regular employees. |
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#### 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. Certificates of Educational qualifications (in chronological order)
  - c. Experience certificates (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”**.

5. Experience certificates, salary slips, Form 16 and bona fide certificates only are acceptable as proof of experience. 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. **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.**
7. The **original testimonials/documents along with one self-attested copy** will have to be produced by the candidates at the time of interview.
8. 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.
9. Departmental Candidates of RITES are also required to apply online and submit hard copy through proper channel.
10. Candidates working in Government Departments/ PSU are required to apply through proper channel.
11. 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.
12. 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.
13. If any claim made by candidates is found to be incorrect, their candidature shall be summarily rejected.

#### Venue & Time

Selection Round	Venue & Date
Interview	<b>Venue:</b> RITES Ltd., RITES Bhawan Plot No. 1, Sector 29 Gurgaon – 122001, Haryana <b>Date:</b> 22.03.2016 <b>Time:</b> 10:00 AM

Only those candidates shall be interviewed whose hard copy of documents are received in time.

Full effort shall be made to complete the selection on the same day. 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**.

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	24.02.2016
2	Last date of online registration	09.03.2016
3	Last date of submission of hard copy of documents	16.03.2016
4	Date of selection	22.03.2016