



Recruitment of Engineering professionals on contractual 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	Vacancies				
		UR	OBC	SC	ST	Total
24/17	Engineer (Civil)	0	0	1	1	2
25/17	Technical Assistant (Civil)	0	2	0	1	3
26/17	Engineer (Civil)	0	0	1	1	2
27/17	CAD Operator (Civil)	5	3	0	1	9

Age Limit

VC No	Maximum Age	Cut-off date for calculation of Age
24/17	32 years	01.03.2017
25/17	32 years	
26/17	32 years	
27/17	32 years	

Minimum Qualifications & Experience

VC NO	Minimum Educational Qualification	Minimum Post – Qualification Experience
24/17	Full time first class Degree in Civil Engineering Desirable – Full time First class M.Tech Degree in Soil Mechanics	Minimum 2 years experience in the field of Soil Mechanics/ Geotechnical Engineering
25/17	Full time first class Diploma in Civil Engineering	Minimum 2 years experience in the field of supervision of Geotechnical works
26/17	Full time first class Degree in Civil Engineering	Minimum 2 years experience in surveying using state-of-the-art instruments such as Electronic Total Station, DGPS, Auto Level and alignment design using software such as Civil 3D, MXROAD, Bentley Rail Track (BRT), Power Rail
27/17	“Certificate course in Draftsmanship in Civil Trade of 2 years duration from ITI” with 3 months “Certificate Course in AutoCad software” from a reputed training Institute	Minimum 2 years experience in preparation of Engineering Drawings for infrastructure projects like Railways, Highways, Buildings, Airports etc

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

Experience shall be calculated as on 01.03.2017.

Note for Educational Qualification:

The candidate should possess full time Degree/ Diploma/ ITI (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 by Govt. of India, shall also be accepted.

Selection Process

After screening of documents, suitable number of eligible candidates shall be called for selection which may consist of Written Test and/or Interview.

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

Selected candidates will be appointed subject to their being found medically fit in the Medical Examination to be conducted as per RITES Rules and Standards for the post.

Selection to the post of Technical Assistant and CAD Operator shall be done by Written Test only.

Relaxations & Concessions

Reservation/ relaxation/ concessions to SC/ST/OBC (NCL)/PWD/ Ex-SM/ J&K Domicile would be provided 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
2	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

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 to be posted anywhere in India as per company requirements.

Remuneration

Pay, allowances and perks for the above posts would be as under:

VC No.	Post	Basic pay	Allowances	Other perks
24/17	Engineer (Civil)	Rs. 16, 974/- (1 to 3 % annual increment based on the performance)	65% in Non-metro cities 70% in Metro Cities other than Mumbai/Bangalore 75% for Mumbai/ Bangalore.	Medical & Accidental Insurance for self and Employer's contribution towards PF @ 12% would be borne by the company.
25/17	Technical Assistant (Civil)	Rs. 11, 670/- (1 to 3 % annual increment based on the performance)		
26/17	Engineer (Civil)	Rs. 16, 974/- (1 to 3 % annual increment based on the performance)		
27/17	CAD Operator	Rs. 10, 344/- (1 to 3 % annual increment based on the performance)		

The Consolidated Gross Emoluments including PF contribution of Employer for posting in Non – Metro city for above 4 posts comes out to be ₹ 30, 045/- for VC No 24/17; ₹ 20, 656/- for VC No 25/17; ₹ 30, 045/- for VC No 26/17 and ₹ 18, 308/- for VC No 27/17.

Apart from above, employees may also be eligible for other allowances such as site allowance, arduous allowance, Composite Travel Allowance etc in accordance with the policies of the company from time to time.

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 said post.

How to Apply

1. **Before applying candidates should ensure that they satisfy 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 top of online form filled up by the candidate. 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 HARD 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 in the prescribed format by Govt. of India (if applicable)
 - 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 the Application Form (if applicable)
 - h. Any other document in support of your candidature
 - i. PWD Certificate as per latest format (if applicable).

Application Form along with above documents are to be sent through post to "**Assistant Manager (P)/Rectt., RITES Ltd., RITES Bhawan, Plot No.1, Sector-29, Gurgaon – 122001, Haryana**"; **within the date specified for the purpose.**

5. 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.
6. 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.
7. 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 Interview (if called).
8. **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.** The company reserves the right to consider only such applications which are received in physical format by the prescribed date.
9. The **original testimonials/documents along with one self-attested copy** will have to be produced by the candidate(s) at the time of interview (if called).
10. Applications received after the last date of receipt of Application Form and documents shall be rejected. RITES Ltd. does not bear any responsibility for any delay in post/courier for any reason whatsoever.

11. Departmental Candidates of RITES are required to apply online and submit their hard copy through proper channel.
12. Candidates working in Government Departments/ PSU are required to apply through proper channel. The candidates who apply directly would have to bring NOC from their employer at the time of Interview (if called).
13. 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.
14. Candidates should submit only one 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.
15. If any claim made by a candidate is found to be incorrect, his/her candidature shall be summarily rejected.

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 as a part of acquiring qualification 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 for attending the Selection.

Communication with RITES

Any information regarding this recruitment process would be made available on the e-mail address provided by the candidate at the time of registration and/or shall be uploaded on RITES website. Candidates are advised to periodically check the site for further updates.

Any communication 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 if any should be sent to rectt@rites.com.

For any further clarification/query, 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 in the advertisement may not be attended to.**

Important Dates

S. No.	Particular	Date
1	Start date of online registration	15.03.2017
2	Last date of online registration	09.04.2017
3	Last date of submission of hard copy of documents	20.04.2017
4	Date of selection	To be notified later