

रेलटेल कॉर्पोरेशन ऑफ इंडिया लि./RAILTEL CORPORATION OF INDIA LTD  
रेलमंत्रालयके अधीन सार्व/क्षेत्र उपक्रम.PSU UNDER MINISTRY OF RAILWAYS

**GENERAL MANAGERS  
ALL RAILWAYS/NEW ZONES/PRODUCTION UNITS**

**DIRECTOR GENERALS / DIRECTORS  
ALL RAILWAY TRAINING INSTITUTES & CPSEs**

**No.RCIL-CO0HR(DEPU)/ 2/2024 (Comp No. 40703)**

**Date: 20.02.2024**

<b>ORGANIZATION</b>	RAILTEL CORPORATION OF INDIA LTD (RCIL)
<b>TITLE &amp; NO OF POSTS</b>	GENERAL MANAGER/ JGM/Sr. DGM (FIN): 01 (E-7, E-6, E-5)
<b>LOCATION</b>	KOLKATA/ER
<b>DURATION</b>	i) IN DEPUTATION: THREE YEARS OR TILL RCIL IS EXEMPTED FROM THE RULE OF IMMEDIATE ABSORPTION, WHICHEVER IS EARLIER (APPLICATION FORM AS ANNEXURE-I). ii) IN CASE OF ABSORPTION-TILL THE AGE OF SUPERANNUATION (APPLICATION FORM AS ANNEXURE-I). iii) IN RE-EMPLOYMENT- TILL WORK REQUIREMENT ON THE DISCRETION OF THE MANAGEMENT (APPLICATION FORM AS ANNEXURE-II).
<b>SERVICE</b>	IRAS/ ACCOUNTS EXECUTIVES OF CPSE/RAILWAYS
<b>TERM OF APPOINTMENT</b>	DEPUTATION/ABSORPTION/RE-EMPLOYMENT
<b>AGE</b>	i) DEPUTATION: SHOULD NOT EXCEED 56 YEARS ON THE CLOSING DATE OF RECEIPT OF APPLICATION ii) ABSORPTION: OFFICER SHOULD BE BELOW 57 YEARS ON THE CLOSING DATE OF RECEIPT OF APPLICATION iii) RE-EMPLOYMENT: OFFICER SHOULD BE BELOW 62 YEARS ON THE CLOSING DATE OF RECEIPT OF APPLICATION. (RETIRED/RESIGNED FROM CENTRAL/STATE GOVT. OR CENTRAL/STATE PSU.
<b>SCALE OF PAY</b>	(i) PARENT GRADE PAY PLUS DEPUTATION ALLOWANCE AS PER RULES (ON DEPUTATION). (ii) DPE SCALES+ALLOWANCES OF THE LEVEL OF SELECTION (ON ABSORPTION). (iii) DPE SCALES+ALLOWANCES OF THE LEVEL OF SELECTION AS PER RAILTEL'S TERMS & CONDITIONS OF RE -EMPLOYMENT (ON RE-EMPLOYMENT).
<b>SPECIFIC REQUIREMENTS</b>	(i) He/She will be responsible for accounting and finance matters in respect of establishment, expenditure, book keeping, taxation, tenders, project works, audit matters, preparation & analysis of financial statement etc. (ii) Capability of Liasioning with Railways and other institutions. (iii) Any other works as assigned from time to time.

रेलटेल कॉर्पोरेशन ऑफ इंडिया लिमिटेड (भारत सरकार का उपक्रम)  
RailTel Corporation of India Ltd. (A Government of India Undertaking)  
CIN : L64202DL2000GOI107905

Registered & Corporate Office : Plate-A, 6th Floor, Office Block, Tower-2, East Kidwai Nagar, New Delhi - 110023  
T : +91 11 22900600, F +91 11 22900699 | Website : www.railtelindia.com

20/02/24  
GMI/HR

**MINIMUM ELIGIBILITY**

**FOR GM (E-7 LEVEL IN IDA SCALE of RS.1,00,000-2,60,000/-):**  
a) SG OFFICERS (LEVEL-13-) (CDA); OR EXECUTIVE WORKING IN IDA SCALE of RS.1, 00,000-2, 60,000/- (FOR DEPUTATION/ABSORPTION) OR  
b) RETIRED/RESIGNED FROM (LEVEL-13) (CDA) OR EXECUTIVE WORKING IN IDA SCALE of RS.1,00,000-2,60,000/-(FOR RE-EMPLOYMENT)

**FOR JGM (E-6 LEVEL IDA SCALE OF RS.90,000-2,40,000/-):**  
a) JAG LEVEL WITH 10 YEARS GAZ SERVICE; OR EXECUTIVE WORKING IN IDA SCALE of RS.90,000-2,40,000/-(FOR DEPUTATION/ABSORPTION); OR  
OR  
b) RETIRED/RESIGNED FROM JAG LEVEL WITH 10 YEARS GAZ SERVICE; OR EXECUTIVE WORKING IN IDA SCALE of RS.90,000-2,40,000 (FOR RE-EMPLOYMENT).

**FOR SR.DGM (E-5 LEVEL IN IDA SCALE OF RS. 80,000-2,20,000/-):**  
a) JAG (LEVEL-12-CDA) OR SR. SCALE(LEVEL-11CDA) WITH 08 YEARS GAZ SERVICE; OR EXECUTIVE WORKING IN IDA SCALE of RS.80,000-2,20,000/-(FORDEPUTATION/ABSORPTION);OR  
b) RETIRED/RESIGNED FROM SR. SCALE(LEVEL-11CDA) WITH 08 YEARS GAZ SERVICE; OR EXECUTIVE WORKING IN IDA SCALE of RS.80,000-2,20,000/-;

**NOTE**

CUT OFF DATE FOR AGE AND ELIGIBILITY WOULD BE RECKONED AS ON CLOSING DATE OF VACANCY NOTICE.

**WEB ADDRESS**

WWW.RAILTELINDIA.COM

**CLOSING DATE**

30 DAYS FROM DATE OF ISSUE

CANDIDATES MAY APPLY FOR SELECTION ON THE ABOVE -MENTIONED VACANCIES IN THE PRESCRIBED PROFORMA AVAILABLE AT THE WEB ADDRESS INDICATED ABOVE(ANNEXURE-I FOR DEPUTATION/ABSORPTION & ANNEXURE-II FOR RE-EMPLOYMENT). ZONAL RAILWAY/CPSE ETC. MAY FORWARD THE APPLICATIONS OF ELIGIBLE CANDIDATES (FOR DEPUTATION/ABSORPTION) WITH BIO DATA INDICATING PREVIOUS POSTINGS TOGETHER WITH A STATEMENT GIVING DETAILS OF PREVIOUS DEPUTATION, IF ANY, IN CENTRAL PSUs DULY SIGNED BY THE APPLICANT ALONGWITH VIGILANCE/ DAR CLEARNACE AND 5YEARS OF APARS TO CORPORATE OFFICE, RAILTEL CORPORATION OF INDIA LTD, PLATE A 6<sup>TH</sup> FLOOR, OFFICE BLOCK 2, EAST KIDWAI NAGAR, NEW DELHI -110023 AND APPLICATIONS OF INDIAN RAILWAY OFFICERS MAY BE FORWARDED TO THE RAILWAY BOARD. ELIGIBLE RETIRE/RESIGNED PERSONS NEED SUBMIT THEIR APPLIUCATIONS IN ANNEXURE II DIRECTLY TO RAILTEL ON THE ABOVE ADDRESS. APPLICATIONS RECEIVED WITHOUT ENCLOSERS WILL NOT BE ENTERTAINED AT ALL. ADVISE ALL ELIGIBLE SC/ST/OBC OFFICERS ALSO.

  
(Vijay Kumar) 20/2/24  
General Manager/HR

**PRESCRIBED PROFORMA  
FOR SUBMISSION OF APPLICATIONS ON DEPUTATION/ABSORPTION BASIS**

Important (please don't leave blanks)	Vacancy Notice No. (appears on the top right side of notice)	
	File No. (appears on the left side of vacancy notice)	
	Post against which application has been submitted	
	Choice of Station (wherever applicable)	

**Personal Data**

1.	Name	:	
2.	Gender	:	
3.	Service	:	
4.	Department	:	
5.	Category (SC/ST/OBC)	:	
6.	Date of Birth	:	
7.	DITS (Date of entry into Time Scale)	:	
8.	Date of entry in Gr. B (wherever applicable)	:	
9.	Present Pay Level/Basic Pay	:	
10.	Date from working in present pay level	:	
11.	Present Designation & Railway	:	
12.	Contact Details	:	
	(a) Email ID	:	
	(b) Telephone (O)	:	
	(c) Telephone (R)	:	
	(d) Mobile Number	:	
		:	

**13. Educational Qualifications:-**

S. No.	Qualification/Degree	Years/Division	Institution/University, Place/Country

**14. Experience Details:-**

S. No.	Designation & Railway with Place of posting	Grade (i.e. Gr. B/SS, JAG/SG/SAG) (Pay level in case of Non-Gazetted staff)	From	To


15. Details of previous deputation/foreign assignment (if any):-

S. No.	Organisation	Designation	From	To

16.	Whether debarred from deputation? If yes, please furnish details.	:	
17.	Whether cooling off period completed? If yes, date or return from previous deputation with details, whenever applicable	:	

18. APAR Ratings for last 5 years, if available:-

Year	Rating

19. Awards, if any:-

S. No.	Name of award	Brief Details

20. Punishments, If any in career:-

I certify that the details furnished by me above are true and I am eligible for the post as the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:

Date:

Annexure-II

APPLICATION FORMAT FOR RE-EMPLOYMENT (Advt. No. 4/2024 )

1. **Position Applied for** (in Block Letter) : \_\_\_\_\_  
2. **Name in Full** (in Block Letter) : \_\_\_\_\_  
3. **Father's Name** : \_\_\_\_\_  
4. **Date of Birth** : \_\_\_\_\_  
5. **Age as on** \_\_\_\_\_ : \_\_\_\_\_ years, \_\_\_\_\_ months, \_\_\_\_\_ days.  
6. **Date of Appointment** : \_\_\_\_\_  
7. **Category (SC/ST/OBC)** : \_\_\_\_\_  
8. **Name of Service (e.g IRAS,IRSSE)** : \_\_\_\_\_  
9. **Last Pay Drawn and Pay Level** : \_\_\_\_\_  
10. **Whether last pay level was CDA or IDA:** \_\_\_\_\_  
11. **Date of Retirement** : \_\_\_\_\_  
12. **Retirement due to**  
**(Superannuation/VRS /Compulsory/SRRS):** \_\_\_\_\_

Affix latest  
passport size  
photograph

13. **Unit/Office/Railway/Organization from where retired:** \_\_\_\_\_  
14. **PPO No.** : \_\_\_\_\_  
15. **Basic pension sanctioned** : \_\_\_\_\_  
16. **Correspondence Address** : \_\_\_\_\_  
(In Block letters) : \_\_\_\_\_  
17. **Contact phone/ Mob. & Fax No** : \_\_\_\_\_  
**E-mail ID** : \_\_\_\_\_  
18. **Details of any penalty imposed during service**  
: \_\_\_\_\_

19. **Qualifications:**(Give information in chronological order)(May attach additional sheet, if required)

Exam Passed	Year of Passing	Name of Board / University	%age of marks obtained

20. **Works Experience** in chronological order (may attach additional sheets, if required). May attach additional CV, if desired by candidate)

Post	Name & full address of Employer	Period of work experience			Name of the Project(s) on which worked with brief nature of assignment
		From	To	Total Duration (in Yrs. & Months)	

21. Preference for posting: 1. \_\_\_\_\_  
 2. \_\_\_\_\_


22. Declaration:

- I declare that I have read the detailed vacancy notice uploaded on RailTel's website very carefully.
- I, the undersigned do hereby solemnly affirm & declare that the particulars furnished above are true and correct. I shall be held responsible for submission of any wrong and incorrect particulars /information & that my engagement may be terminated if any discrepancies found.
- I agree with all the Terms & Conditions of Re-engagement in RailTel.

Place : \_\_\_\_\_  
\_\_\_\_\_

Date : \_\_\_\_\_

Signature of Candidate

 Important: Documents to be mandatorily attached with application:

- Self-attested copies of Certificates in support of the required technical qualification.
- Self-attested copies of Certificates in support of higher technical/professional qualifications, if any.
- Certificates in proof of experience, clearly indicating the length and field of experience. (If an experience certificate is not available in case of any previous employer, the copies of offer of appointment along with first and last pay-slips shall be acceptable to ascertain the length of experience under that employer)
- Self-attested copy of Photo I.D. proof and address proof (Passport/Aadhar card/Driving License/PAN card/ Voter I. Card) issued by Central/State Govt.
- Last pay certificate/last pay slip.
- Copy of Pension Payment Order (if issued)

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