



IRCON INTERNATIONAL LIMITED



(A Public Sector Undertaking under the Ministry of Railways,
Regd. Office: C-4, District Centre, Saket, New Delhi-110 017 (India)

Web: www.ircon.org

Recruitment of Executive Director/Finance, General Manager/Finance & General Manager/ HRM **Advt. No.07/2013**

IRCON INTERNATIONAL LIMITED is a premier Schedule "A" Miniratna category I infrastructure Government company under the Ministry of Railways engaged in the construction of turnkey infrastructure projects in Railways, Highways, Buildings etc. The Company has recorded a turnover of more than Rs. 4000 crores in the year 2012-13. The Company has successfully completed large value Railway and Highway Projects over the years in India and abroad including Malaysia, Bangladesh, Algeria, Iraq, Jordan, Saudi Arabia, Indonesia, Turkey, Nepal, etc. , and recently in Sri Lanka.

The Company invites applications for the following **posts on immediate absorption basis:-**

S.N	Name of the post & Scale of Pay	No. of post	Maximum age as on 30.06.13	Eligibility criteria as on 30.06.13	Experience
1	Executive Director/Finance Scale of Pay- Rs.62000-80000/- + allowances +PRP (IDA)	01	55 years	6 years in scale of Rs. 37400-67000 GP 10,000 (CDA) / Rs. 51300-73000 (IDA) Or Officer presently working in scale of Rs. 62000-80000 (IDA)	Officers should have managerial experience in financial management, accounts, audit, cost & budgetary control, working capital management etc. Officers Should be well versed in computerized environment. Those having experience in construction sector will have an added advantage.
2	General Manager/Finance Scale of Pay- Rs.51300-73000/- + allowances +PRP (IDA)	01		4 years in scale of Rs. 37400-67000 GP 8900 (CDA)/ Rs. 43200-66000 (IDA) Or Officer presently working in scale of Rs. 37400-67000 GP 10,000 (CDA) / Rs. 51300-73000 (IDA)	Officers should have experience in HR or Personnel Department in Govt. service or with CPSU. Officers Should be well versed in computerized environment. Those having experience in construction sector will have an added advantage.
3	General Manager/HRM Scale of Pay- Rs. 51300-73000/- + allowances +PRP (IDA)	01			

1 Qualification Criteria :

(I) For ED/Finance and GM/Finance posts :

- (a) CA from Institute of Chartered Accountants of India or
- (b) ICWA from Institute of Cost and Works Accountants of India or
- (c) MBA (Finance) or other equivalent degrees recognized by AICTE/UGC or prescribed accreditation bodies.

Note : However officer not fulfilling the above qualification criteria but belonging to organized service of central government pertaining to Accounts/Audit shall also be eligible.

(II) For GM/HRM post :

- (a) Masters degree in Personnel Management/Industrial Relations or
- (b) MBA (HRM) or other equivalent degrees recognized by AICTE/UGC or prescribed accreditation bodies.

Note : However officer not fulfilling the above qualification criteria but belonging to organized service of central government pertaining to Personnel/HRM shall also be eligible.

Please Note- Ircon reserves the right to provide for relaxation in any of the criteria in deserving cases. The relaxation may be given only if we do not get sufficient number of eligible/suitable applicants.

2. Selection Process :

Suitable officers (After initial screening) will be called for Interview/ power point presentation to the Selection Committee to gauge their ability, vision, financial skills and strategies for taking the Company forward.

Please note that mere fulfilling the eligibility criteria will not entitle an officer to be called for Interview/ presentation.

3. Place of Posting :

Ircon's Corporate Office, Delhi. (However, the selected officers are liable to be posted anywhere in India/abroad as per the Company's requirement from time to time).

4. Travelling fare:

Travelling fare would be reimbursed to officers who attend the Interview / Presentation from their present place of posting to Delhi on submission of original travelling ticket on actuals restricted to the 1st class AC Fare of Indian Railways.

5. How to Apply :

- a. Candidates satisfying the conditions of eligibility may submit their applications through proper channel in the prescribed format given in **Annexure -I** of the vacancy notice. The same may be downloaded from IRCON website at www.ircon.org also.

- b. The application should be accompanied with self -attested copies of certificates in support of educational qualification, age and experience.
- c. Applications of officers working in the Govt./PSU/Autonomous bodies on deputation basis will be considered only if they are **duly forwarded by the competent authority or accompanying with a NOC from the competent authority to apply for the above posts.**
- d. Application should mention the status of D&AR/Vigilance clearance of the applicant. In case D&AR/ Vigilance clearance is not conveyed it will deemed to be considered as No D&AR/Vigilance case is pending/ contemplated against the employee and to that extent Individual will have to give an undertaking.
- e. Attested copies of Annual performance Appraisal Reports for the last 03 years should be enclosed by the forwarding authority or a scanned copy should be enclosed with the application.
- f. The application duly signed and complete in all respects should be superscribed as **“Application for the post of Executive Director/Finance or General Manager/Finance or General Manager/HRM on immediate absorption basis”** and may be sent within 21 days from the date of publication of the advertisement (06th -12th July, 2013) in employment news i.e. **27th July, 2013**, at the below mentioned address :

Dy. General Manager/HRM, Ircan International Limited, C-4, District Centre, Saket, New Delhi-110017.

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APPLICATION FORM FOR IMMEDIATE ABSORPTION IN IRCON

1. **Post Applied for** :
2. **Name** :
3. **Father's Name** :
4. **Date of Birth** :
5. **Educational Qualification** :
(Please enclose copies of certificate)
6. **Whether belongs to SC/ST/OBC** :
7. **Present Organization** :
8. **Date of initial appointment in service** :
9. **Post initially appointed to in the department with pay scale** :
10. **Post with scale and date from which held in the department at the time of submission of application** :
 - A. **Designation**
 - B. **Scale of Pay**
 - C. **Date of appointment in present scale continuous basis**
11. **Whether the said post is held in a regular or adhoc, the post with grade and date from which held on regular basis to be indicated.** :
12. **Post held in a substantive capacity in the department** :
13. **Grade of the post held in the department in substantive appointment (copies of the substantive appointment to be produced)** :

14. Experience (indicating post held :
from time to time & significant
achievements). Please attach
separate sheet if required.
15. Postal address for communication :
with email id & telephone nos.
16. Significant Achievements :
17. Passport size photograph to be :
pasted by the applicant



DECLARATION:

I hereby affirm and declare that the statements made in the application are true and unexaggerated. I understand that any misrepresentation or material omission made in this application form will render the undersigned liable to immediate dismissal.

(Signature of the applicant)

Designation :

Dated :

Name and address of the employer