



# रेलवे सूचना प्रणाली केन्द्र

(रेल मंत्रालय भारत सरकार का संगठन)

**CENTRE FOR RAILWAY INFORMATION SYSTEMS**

(An Organisation of the Ministry of Railways, Govt. of India)



भारत 2023 INDIA

वसुधैव कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

No: CRIS/HQ/DEPT/33/2024-PERS

Dated 14.08.2024.

## VACANCY NOTICE NO: 08/2024

1.	Nomenclature of the Post	:	Assistant Manager/Executive (PRS)
2.	No. of Vacancies	:	01 (One)
3.	Location	:	Chennai
4.	Duration and Term of Deputation	:	Five Years on usual terms and conditions of deputation.
5.	Terms of Appointment	:	Deputation
6.	Scale of Pay	:	Level – 10 ( as per 7 <sup>th</sup> CPC Pay Matrix) – Assistant Manager Level-6 (as per 7 <sup>th</sup> CPC pay Matrix)- Executive
7.	Pay and Allowance	:	As per CRIS norms.
8.	Eligibility, Experience and Specific requirement, if any	:	<p>Any undergraduate Railway employees working in Commercial Department in substantive grade of level 7 &amp; 6 ( Non Gazeted) are eligible to apply. Desirable Degree -any other degree with programming input such as BE/B.Tech/M.Tech/MCA/ M.Sc. etc</p> <p>Preference will be given to the candidates having following working experience of minimum eight years in All &amp; any other of the following Good Domain knowledge in PRS and UTS Good working knowledge of BOOKING and Charting in CONCERT. Willing to work in Shift Duties. Fair knowledge of Programming in any of the Computer Programming Language will be an added advantage.</p> <p>Note:- Eligibility criteria for consideration in level 10 as Assistant Manager: Railway employees working in substantive grade of Level-7 with 5 years' service in relevant grade OR Railway employees working in substantive grade in level-7 with less than 5 years in relevant grade but have completed 6 years minimum service in substantive grade in Level- 6&amp;7 and with minimum 20 years of service in Group 'C' OR Railway employees working in Substantive grade of level -6 with minimum 6 years service in relevant grade and should have completed minimum 20 years service in Group 'C'. OR Railway employees working in level-8 (Non-Gazetted) under MACPS</p>

चाणक्यपुरी, नयी दिल्ली-110021

**CHANAKYAPURI, NEW DELHI-110021**

टेलीफोन/TELEPHONE : 24104525, 24106717 फ़ैक्स/FAX : 91-11-26877893

			Railway employees working in Commercial Department not meeting above eligibility criteria will be eligible for parent pay plus deputation allowance & will be designated as Sr Executive/Executive in level 7/6.
9.	Age	:	Not more than 55 years as on 01.10.2024
10.	The date up to which CRIS is exempted from the rule of immediate absorption.	:	Up to 19/05/2026
11.	Retention of Railway accommodation during deputation tenure in CRIS	:	Yes, Retention of Railway accommodation is permissible as per Board's guidelines issued from time to time.
12.	Perks and Benefits	:	Leasing if Private accommodations is admissible on the rates admissible to Railway Officers. Officers Joining CRIS, on deputation basis may opt for CRIS Medical facility for self and dependent family members. For availing CRIS Medical facility, Railway Officers joining CRIS has to surrender Railway Medical Card in Railway. Transportation as per Central Government Rules. Other benefits, as per the extent Policy in vogue.
13.	Closing Date	:	30 Days from the date of issue.
14.	Web Address	:	<a href="http://www.cris.org.in/career/">www.cris.org.in/career/</a>

**Note:-**

The Vacancies are required to be filled up urgently. Hence, it may be given wide publicity. The application of willing staff ( in the prescribed application format Annexure-I attached ) may be forwarded with the following formalities and same may please be forwarded to Shri Chander Singh, Assistant Manager/Personnel CRIS/HQ/Chanakyapuri, New Delhi, mail [ID-singh.chander@cris.org.in](mailto:ID-singh.chander@cris.org.in):-

- 1 D&AR/Vigilance Clearance
- 2 APARs/ACR for the last three years
- 3 Service particulars of the employees as given in application form must be VERIFIED by the Controlling Officer/Establishment Officer.

  
**(Manoj Kumar)**  
**Manager/Personnel**

General Manager (P)  
All Zonal Railways / PUs.

PRESCRIBED FORMAT

(Paste latest  
passport size  
photograph)

FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS.

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

Personal Data

1	Name	
2	Father's name	
3	Gender	
4	Department	
5	Category	
6	Date of birth	
7	Date of Appointment and Appointed as.....	
8	Present Pay Scale ( Level) and basic pay as on date of application.	
9	Present Designation & Railway/Division	
10	Contact Details	
	(a) Email ID	
	(b) Telephone (O)	
	(c) Telephone (R)	
	(d) Mobile Number	

11. Educational Qualification

SN	Educational Qualification	Year/Division	School/Institution/University Place/Country

12. Experience Details:-

Sno	Designation & Railway/ Division with Place of Posting	Grade/Level	From (DD/MM/YY)	To (DD/MM/YY)

13	Details of previous deputation/ Foreign assignment, if any	
14	Whether debarred from deputation? If yes, please furnish details	
15	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.	

I certify that the above information is true to the best of my knowledge and belief. I am liable to be disqualified, if any, information given above is found to be incorrect/incomplete or false.

(Name & signature of applicant )

No

Dated / /

The above service particular of Shri/Smt/Ms ..... ,  
Design ....., Railway ..... are found correct as per records  
available in this office.

(Name & Deisgnation of Cadre Controlling Officer  
/Establishment Office with Stamp)