



# 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/41/2024-PERS

Dated: 09/09/2024.

## VACANCY NOTICE NO: 13 /2024

1.	Nomenclature of the Post	: Assistant Manager/PRS
2.	No. of Vacancies	: 02 (Two)
3.	Location	: CRIS/HQrs Delhi
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)
7.	Pay and Allowance	: As per CRIS norms.
8.	Eligibility, Experience and Specific requirement, if any	: Railway employees working as Chief Reservation Supervisor (CRS)/Commercial Department with minimum 8-10 years' experience of working in PRS area are eligible to apply:- <b>Note:-</b> <ul style="list-style-type: none"><li>• The railway employees working in substantive grade of pay level 7 having 5 years minimum in relevant grade working experience in PRS Database/Console /Reservation Counter (Supervisor/Chief Supervisor) will be given preference. <b>OR</b></li><li>• The Railway employees working as Reservation Supervisor (RS) in pay level-6 having 6 years minimum in relevant grade working experience in PRS Database/Console/Reservation Counter (Supervisor/Chief Supervisor) and should have completed minimum 20 years' service in Group 'C' are eligible. <b>OR</b></li><li>• Railway employees working in substantive grade in level-7 in Commercial department 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'; <b>OR</b></li><li>• Those who are working in Commercial Department in level-8 &amp; 9 (non-Gazetted) under MACPSs.</li></ul> The employee should be conversant with functioning in Computerized environment.

चाणक्यपुरी, नयी दिल्ली-110021

**CHANAKYAPURI, NEW DELHI-110021**

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

9.	Age	:	--
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	:	<ul style="list-style-type: none"> <li>• Leasing if Private accommodations is admissible on the rates admissible to Railway Officers.</li> <li>• 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.</li> <li>• Transportation as per Central Government Rules.</li> <li>• Other benefits, as per the extent Policy in vogue.</li> </ul>
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>

The Vacancies are required to be filled up urgently. Hence, it may be given wide publicity. The application of willing staff may be forwarded along with the following formalities and same may please be forwarded to Shri Devendra Singh Adhikari, Chief Manager/Personnel CRIS, HQrs Office, Chanakyapuri, New Delhi Mail ID [adhikari.devendra@cris.org.in](mailto:adhikari.devendra@cris.org.in) or Shri Chander Singh, Assistant Manager/Personnel, CRIS, HQrs Office, Chanakyapuri, New Delhi Mail ID [singh.chander@cris.org.in](mailto:singh.chander@cris.org.in):-

- 1 D&AR/Vigilance Clearance and ;
- 2 APARs/ACRs for the last 3 years;
- 3 Service particulars of the employees are given in Application Form must be VERIFIED by the Controlling Officer/Establishment Officer.

  
**(D. S. Adhikari)**  
**Chief Manager/Personnel**

General Manager (P)  
All Zonal Railways / PUs.

**PRESCRIBED FORMAT**

(Paste latest  
passport size  
photograph)

**FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS.**

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

**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)