



# 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)

NO: 2020/CRIS/NDLS-HQ/PERS/DEPUTATION/3596/PT.1

Dated: 27/01/2022

### VACANCY NOTICE NO: 04/2022

1.	Nomenclature of the Post	:	Assistant Manager (FOIS)
2.	No. of Vacancies	:	01 (One)
3.	Location	:	Regional Office, Kolkata
4.	Duration and Term of Deputation	:	Five years on usual terms & condition 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 applicable in CRIS
8.	Eligibility, Experience and Specific Requirement, if any	:	<ul style="list-style-type: none"><li>➤ Should be working in operating department in substantive grade in Level – 7 with minimum 5 years service in relevant grade.</li><li>➤ Should be well versed with the programming and sanctioning process for Coal &amp; Iron Ore commodities and Indent/Offer registration.</li><li>➤ Should have experience of working in EDRM Office, Kolkata.</li><li>➤ Should have experience of FOIS working including eRD and eTRR.</li><li>➤ Should be conversant with the functioning in computerized environment.</li></ul>
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 of Private accommodation is admissible on the rates admissible to Railway Officers.</li><li>• Officers Joining CRIS, on deputation basis may opt for CRIS Medical facility</li></ul>

चाणक्यपुरी, नयी दिल्ली-110021

CHANAKYAPURI, NEW DELHI-110021

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

			<p>for self and dependent family members. For availing CRIS Medical facility, Railway Officer joining CRIS has to surrender Railway Medical Card in Railway.</p> <ul style="list-style-type: none"> <li>• Transportation as per Central Govt. 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 D&AR / Vigilance clearance and APARs / ACRs for the last three years, to the undersigned at the earliest.

  
(D.S. Adhikari)  
Manager/ Personnel

General Manager (P),  
All Zonal Railways / PUs.

**PRESCRIBED PROFORMA**

**FOR SUBMISSION OF APPLICATIONS ON DEPUTATION BASIS**

<b>Important</b> (please don't leave blanks)	Vacancy Notice No. (appears on the top middle side of notice)	
	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	

12. Educational Qualifications:-

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

13. Experience Details:-

SNo.	Designation & Railway /Division with Place of Posting	Grade / Level	From	To .

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

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

(Name and Signature of the applicant)

Place:

Date: