

VACANCY NOTICE NO: 14 /2022

1.	Nomenclature of the Post	:	Assistant Manager (Parcel Management Systems)
2.	No. of Vacancies	:	01 (One)
3.	Location	:	01 (One) at CRIS Mumbai
4.	Duration and Term of Deputation	:	Initially three years and extendable further on satisfactory performance.
5.	Terms of Appointment	:	Deputation
6.	Scale of Pay	:	Level – 10 (as per 7 th CPC Pay Matrix)
7.	Pay and Allowance	:	
8.	Eligibility, Experience and Specific Requirement, if any	:	<ul style="list-style-type: none">• Railway employees should be working in substantive grade of Level – 7 of 7th CPC having 5 year service in relevant grade or Level – 8/9 (under MACP) as per 7th CPC with minimum 8 – 10 years experience of working in Commercial Department are eligible to apply.• Railway employee should have knowledge of Commercial Working particularly Parcel.• The employee should be Chief Parcel Supervisor / Chief Commercial Inspector / Chief Commercial Supervisor in Zonal Railway.• The applicant should be conversant with functioning in computerized environment.
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">• Leasing of Private accommodation 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 Officer joining CRIS has to surrender Railway Medical Card in Railway.• Transportation as per Central Govt. Rules.• Other benefits as per the extent Policy in vogue.
13.	Closing Date	:	30 days from the date of issue.
14.	Web Address	:	www.cris.org.in/career



The vacancy is required to be filled up urgently. Hence, it may be given wide publicity. The applications 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

Important (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: