

No.2021/CRIS/NDLS-HQ/Pers/Dép./3380/Pt.1

Dated 27.05.2022

## VACANCY NOTICE No. 15/2022 (R)

1.	Nomenclature of the Post	:	Manager (HRMS)
2.	No. of vacancies	:	01 (One)
3.	Location	:	New Delhi.
4.	Duration and Term of Deputation	:	Three years on usual terms & conditions of deputation
5.	Term of Appointment	:	Deputation
6.	Scale of Pay	:	Level 11 / 12 (as per 7 <sup>th</sup> CPC Pay Matrix)
7.	Pay and Allowances	:	The officer will draw pay which would have been admissible to him/her from time to time on the Railways plus deputation (duty) allowance.
8.	Eligibility, Experience and Specific Requirements, if any.	:	<ul style="list-style-type: none"> <li>Railway Officer of Personnel Department working in Level 11/12 as per 7<sup>th</sup> CPC with relevant experience of working in Personnel/Establishment area are eligible to apply.</li> <li>The officer should be conversant with functioning in computerized environment.</li> </ul> <p><u>Note:</u></p> <ul style="list-style-type: none"> <li>Officer working in level 11 with two years service in relevant grades shall be considered for Level-12.</li> <li>Officer working in Level-12 will be considered for pay plus deputation (duty) allowance.</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 for self and dependent family members. For availing CRIS medical facility, Railway officer joining CRIS has to surrender Railway medical card in Railway.</li> <li>Transportation – as per Central Govt. Rules.</li> <li>Other benefits as per the extant policy in vogue.</li> </ul>
13.	Closing Date	:	30 days from date of issue.
14.	Web Address	:	<a href="http://www.cris.org.in/Career/">www.cris.org.in/Career/</a>

Notes:

1. Applicants are requested to submit simultaneously a copy of the application to their administrative officer (HQ/Board etc.) for forwarding the application to CRIS indicating No Objection, Vigilance/D&AR clearance etc.
2. Eligible suitable applicants will be short-listed on the basis of eligibility and experience, if required, as per Vacancy Notice.
3. Selection criteria will be as mentioned in Ministry of Railway, Railway Board's letter No.2017/E(O)II/41/5 dated 25.05.2017 and No.2018/E(O)II/41/1 dated 07.03.2018.

Eligible and interested officers may apply in the prescribed application format, Annexure-I attached. in online mode and may send their application through email @ [shekhar.chander@cris.org.in](mailto:shekhar.chander@cris.org.in) and [adhikari.devendra@cris.org.in](mailto:adhikari.devendra@cris.org.in).

  
(Chander Shekhar)  
Registrar

Photo

**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.	Gender	:	
3.	Service	:	
4.	Department	:	
5.	Category	:	
6.	Date of Birth	:	
7.	DITS (Date of entry into Time Scale)	:	
8.	Date of entry in Gr. B (Wherever applicable)	:	
9.	Present Pay Band with Grade Pay and basic pay as on date of application.	:	
10.	Present Designation & Railway	:	
11.	Contact Details	:	
	(a) Email ID	:	
	(b) Telephone (O)	:	
	(C) Telephone (R)	:	
	(d) Mobile Number	:	

12. Educational Qualifications:-

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

13. Experience Details:-

SNo.	Designation & Railway with Place of posting.	Grade (i.e. Gr.B/SS, JAG/SG/SAG	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: