

No.2021/CRIS/NDLS-HQ/Pers/Dep./ 3336 /Pt.1

Dated 14.01.2021

VACANCY NOTICE No. 01 /2021

1.	Nomenclature of the Post	: Chief Manager/Manager (HRMS)
2.	No. of vacancies	: 01 (One)
3.	Location	: New Delhi
4.	Duration and Term of Deputation	: 3 year normal term of deputation. The deputation period in no case will exceed five (05) years.
5.	Term of Appointment	: Deputation
6.	Scale of Pay	: Level 13/12 (as per 7 th 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"> IRPS officer working in SG/JAG or JAG (Adhoc) in Level 13/12/11 as per 7th CPC with relevant experience of working in Personnel/Establishment area are eligible to apply OR Officers working in any other Central Govt. Organisation in Pay Level 13 (CDA) having experience of design/development and implementation of software applications for HR management. The officer should be conversant with functioning in computerized environment. <p><u>Note:</u></p> <ul style="list-style-type: none"> Officer working in level 11 with two years service in relevant grade shall be considered for Level 12 and Officer working in Level 12 with four years service in relevant grades shall be considered for Level 13. Officer working in Level 13 will be considered for pay plus deputation (duty) allowance.
9.	Age	:
10.	The date up to which CRIS is exempted from the rule of immediate absorption.	: Up to 30.06.2021
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.

चानक्यपुरी, नयी दिल्ली- 110021

CHANAKYAPURI, NEW DELHI-110021

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

		<ul style="list-style-type: none"> • 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 extant policy in vogue.
13.	Closing Date	: 30 days from date of issue.
14.	Web Address	: www.cris.org.in/Career/

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 and APARs for the last five years 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. Complete filled-in application may be sent to The Registrar, CRIS, Chanakyapuri, New Delhi-110021 or through email @ shkhar.chander@cris.org.in and adhikari.devendra@cris.org.in.


(Chander Shekhar)
 Registrar

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.	Gender	
3.	Service	
4.	Department	
5.	Category	
6.	Date of Birth	
7.	DIIS (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) EmailID	
	(b) Telephone (0)	

(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: