



इंडियन पोर्ट रेल कॉर्पोरेशन लिमिटेड
भारत सरकार का उपक्रम
Indian Port Rail Corporation Ltd.
(A Government of India Enterprise)
CIN No: U60300DL2015GOI282703



Corporate Office: 4th Floor, Nirman Bhavan, Mumbai Port Trust Building,
M. P. Road, Mazgaon (E), Mumbai - 400 010
Ph.No.: 022 – 6656 6335; Fax No.: 022 – 6656 6336; Email id: hr.iprcl@gmail.com

Vacancy Circular No. 21/2018


Dt: 30/06/2018

Name of Organization	Indian Port Rail Corporation Ltd.
Name of Post and level	Assistant Manager- Finance (E2)
Pay	IDA E2 - 50000-160000 (Revised) plus Perks and allowances as admissible in IPRCL and PRP as per DPE guidelines.
Number of post(s)	One.
Location	Mumbai.
Age Limit	Up to 50 years.
Terms and tenure of appointment	Immediate Absorption
Eligibility criteria	Both CDA / IDA Officials should have at least 13 years of work experience in Finance & Accounts Department of Govt./PSU out of which they must fulfill the following criteria: <u>For employees working in CDA pay-scale</u> Presently working in PB-2 + GP 4600 Revised to matrix level 7 or in PB2+GP 4200 -(Pre-revised 6 th CPC) Revised to matrix level 6 under 7 th CPC for a period of 04 years. <u>For employees working in IDA pay-scales</u> Presently working in E-2 in IDA scale of Rs. 20600-46500 (Pre-revised 2 nd PRC) revised to 50000-160000 under 3 rd PRC. OR Presently in E-1 in IDA scale of Rs. 16400-40500 (Pre-revised 2 nd PRC) revised to 40000-140000 under 3 rd PRC for a period of 02 years. Note: Higher grade pay or pay scale granted under ACP/MACP by the parent department shall not be taken in to account for the above eligibility criteria.
Essential Qualification	CA / ICWAI
Specific requirement	Candidate must have complete knowledge of Balance Sheet, P & L A/c as per accounting standards. Candidates must have experience with specific reference to tax matters and passing of contractors bill.

Note:

(i) For Application Format please see **ANNEXURE-I**

(ii) For Company Profile & General Conditions of Vacancy please see **ANNEXURE-II**


(Ramesh J. Prasad)

Dy. General Manager (HR)



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Mumbai - 400 010 Ph.No. : 022 – 6656 6335; Fax No. : 022 – 6656 6336; Email id: hr.iprcl@gmail.com
Regd. Off. : 1st Floor, NBCC Place, Bhisma Pitamah Marg, Lodhi Road, New Delhi-110003.

APPLICATION FORMAT**INDIAN PORT RAIL CORPORATION LIMITED**

Affix recent Passport Size Photograph
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1	POST APPLIED FOR				
2	APPLICANT NAME (Sh./Smt./Ms.)				
3	FATHER / HUSBAND NAME				
4	DATE OF BIRTH (dd/mm/yyyy)				
5	AGE (as on 20.07.2018)	(YEARS)	(MONTHS)	(DAYS)	
6	(i) CORRESPONDENCE ADDRESS				
			STATE:	PINCODE:	
	(ii) PERMANENT ADDRESS				
		STATE	PINCODE:		
7	CONTACT NUMBER WITH STD CODE				
8	MOBILE NUMBER				
9	EMAIL ID				
10	CATEGORY (SC/ST/OBC/GENERAL)				

11. Details of Educational Qualifications :

Sr.No	Qualification	Name of the Institution / Board / University	Month & Year of passing	Percentage of Marks Scored

11.(A) Details of Additional Qualifications :

Sr.No	Qualification	Name of the Institution / Board / University	Month & Year of passing	Percentage of Marks Scored

12. DETAILS OF EXPERIENCE IN CHRONOLOGICAL ORDER:

(IF REQUIRED, SEPARATE SHEET CAN BE ATTACHED IN THE SAME FORMAT)

Sr.No	Name & Address of the Organization	Designation / Post Held	From DD/MM/YY	To DD/MM/YY	Pay-Scale (IDA/CDA)	Last drawn Basic Pay	Gross Salary P.M	Brief Duties / Responsibilities (Attach Separate Sheet, If required)

13. Do you hold Lien in any other organization : Yes / No

If Yes.

a. Name & address of the Organization in which lien is held :

b. Date from which lien is held :

14. Are you on deputation : Yes / No

If Yes.

a. Date from which you have been on deputation :

b. Name & address of the organization in which you are on Deputation. :

15. Whether any Punishment to the applicant during the last 10 years. : Yes / No

If Yes- Details thereof :

16. Whether any action or inquiry is going on against the applicant as far as his knowledge goes. : Yes / No

If Yes – Details thereof :

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled if any information is found to be incorrect or false at any stage or me not satisfying the eligibility criteria according to the requirements prescribed in the vacancy notification / circular.

Date: _____

Place: _____

Signature of Candidate

Name: _____

(To be filled by the PSU/Ministry/Department Concerned)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records. There is no disciplinary / vigilance case contemplated or initiated against the officer.

Signature & Designation
Of the Competent
Forwarding Authority
with Telephone No. &
Official Seal.

Documents to be enclosed.

1. Educational Certificates (Class X onwards)
2. Work Experience Certificates (Appointment & Relieving Letters from all organizations.)
3. Caste Certificate (in case of SC/ST/OBC (NCL))
4. Certificate of Ex-servicemen (in case)
5. Copy of last drawn salary slip
6. Certified Copies of last 05 years ACRs.

INDIAN PORT RAIL CORPORATION LIMITED

COMPANY PROFILE:

The Government of India had approved the formation of a Special Purpose Vehicle (SPV) as a public limited company under Companies Act, 2013 and named it as Indian Port Rail Corporation Limited (IPRCL) to provide efficient rail evacuation systems to Major Ports and thereby enhance their handling capacity and efficiency. The Company would undertake projects involving last mile connectivity to Major Ports, modernization of evacuation infrastructure in Ports, operate and manage internal Port Railway system and raise financial resources for funding Port Related Connectivity Projects. The company is under the administrative control of the Ministry of Shipping, Government of India.

IPRCL is a Joint Venture Company between the 11 Major Ports (under the Ministry of Shipping) and Rail Vikas Nigam Limited (RVNL) as equity shareholders. Established as public limited company under the Companies Act, 2013 on 10th July 2015 with Initial authorized capital of Rs. 500 crores and Initial Paid-up share capital: Rs.100 Crore.

The Company has registered Office at Delhi and Corporate Office at Mumbai.

GENERAL CONDITIONS:

- i. All qualifications should be recognized by UGC/AICTE/AIU(GOI).
- ii. Additional weightage may be given to candidates having additional relevant qualifications.
- iii. IPRCL reserves the right to raise/modify the eligibility criteria in minimum educational qualification and/or minimum work experience.
- iv. Appointment shall be subject to Service and Conduct Rules of IPRCL.
- v. Application should be duly forwarded through "Proper Channel" along with Certified copies of last 5 years APARs/ACRs. However, advance copy of application shall be considered. In case of difficulty in forwarding the application through "Proper Channel", Candidate has to attach a declaration that, if Shortlisted, No Objection Certificate (NOC) will be produced at the time of Interview.
- vi. IPRCL takes no responsibility for any delay in receipt or loss in postal transit of any application or communication. Candidates in their own interest are advised to submit applications well in time before the last date to avoid possible delay in postal transit. Application received after due date will be summarily rejected.
- vii. In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect / false information / certificate / documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
- viii. Any request for change of address / change of Centre for group discussion and / or interview shall not be entertained.
- ix. IPRCL has the right to reject any application/ candidature at any stage without assigning any reason and the decision of IPRCL shall be final. IPRCL has the right to reject entirely or partially the selection/ recruitment advertisement/ Vacancy Circular at any stage without assigning any reason and the decision of IPRCL shall be final in this regard.
- x. In case of 05 or more eligible candidates for each vacancy, IPRCL reserves the right to shortlist candidates for interview on the basis of their eligibility / experience in the relevant field in the ratio of **1:5**.

- xi. Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai.
- xii. Canvassing in any form will be a disqualification.
- xiii. Communication shall be sent at the **Present Address** mentioned by the Candidate in the application form.
- xiv. Any changes /modifications in the advertisement will be placed on websites of IPA and IPRCL only. Candidates applying for the post are advised to visit the websites regularly for updates.
- xv. Self-Attested Photocopies of all certificates /testimonials are to be provided with the application form including: -
 - a. Educational/ Professional Certificates (right from Class Xth to the latest)
 - b. Experience Certificates (including Appointment & Relieving letters of all previous employers)
 - c. Caste Certificate (in case of SC/ST and OBC),
 - d. Certificate of Ex-Servicemen (in case)
 - e. Copy of last drawn Salary, etc.
 - f. Certified copies of last 5 years ACR/APARS

No certificate in original is required to be attached with the application. Ministry of Shipping/ Indian Ports Association/IPRCL shall not be responsible for misplacement of such certificates.

- xvi. **Last date of submission of application and Reckoning of Age, Experience, Eligibility Criteria etc.**

The last date for reckoning of Age, Experience, Eligibility criteria and receipt of application shall be 21 days from the date of publication of vacancy circular in Employment News.

Applications along with enclosures should be sent in hard copy by POST / COURIER Super scribing as "**APPLICATION FOR THE POST OF _____**" on the Left Top Side of the Envelope. Applications received after the due date, incomplete applications and applications not sent in prescribed format along with requisite enclosures as mentioned above are liable to be rejected.

Applications are to be addressed to:

**Deputy General Manager (HR)
Indian Port Rail Corporation Limited,
Corporate Office: 4th Floor,
Nirman Bhavan,
Mumbai Port Trust Building,
M.P Road,
Mazgaon (E) Mumbai – 400010.**



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