



डेडीकेटेड फ्रेट कोरीडोर कार्पोरेशन ऑफ इंडिया लि.
Dedicated Freight Corridor Corporation of India Limited
(भारत सरकार का उपक्रम)

5th Floor, PragatiMaidan Metro Station Building Complex, New Delhi -110001

File No.2017/HQ/HR/1/IV-01

Advt.No.1 of 2017

Dedicated Freight Corridor Corporation of India (DFCCIL), is a schedule 'A' Public Sector Undertaking under the administrative control of Government of India (Ministry of Railways). DFCCIL has been created to create and operate high speed rail freight corridors along the golden quadrilateral and its diagonals. The first Phase comprises of construction of two dedicated freight corridors spanning the Mumbai-Delhi (Western DFC) and Delhi-Kolkata (Eastern DFC). At present the company has its Corporate Office at New Delhi and Field Units at Mumbai, Surat, Vadodara, Ahmedabad, Ajmer, Jaipur, Ludhiana, NOIDA, Kanpur, Allahabad, Mughalsarai and Kolkata.

DFCCIL requires dynamic, experienced and result oriented professionals for engagement **on contract basis** for Corporate Office at Delhi and its field units at various places by way of **Walk-in-Interview**, as shown in the table below:-

Location-wise requirement:

S.N.	Categories	Number of Vacancies	Place of posting	Location and date of Interview
1	Finance Officer	04(OBC-03, ST-01)	Corporate Office-01(OBC), Jaipur-01(ST), Noida-01(OBC), Meerut-01(OBC).	1. DFCCIL, 5 TH Floor, PragatiMaidan Metro Station Building Complex, New Delhi 110001. Date : 21.01.2017 (For Corporate Office, Noida and Meerut)
2.	Jr. Finance Officer	03(OBC-02, ST-01)	Mumbai-01(OBC), Jaipur-01(OBC), Ajmer-01(ST).	2. DFCCIL CPM's Office, Metro Polis Tower, PuraniChungi, Ajmer Road, Jaipur-302021 Date : 21.01.2017 (For Jaipur and Ajmer) 3. DFCCIL CPM's Office, 7 th Floor, Central Railway New Admin Building, D.N. Road, Mumbai - 400001 Date : 21.01.2017 (for Mumbai)

Post-wise eligibility criteria:

Post	Essential Educational Qualification (Common for both)	Age Limit	Post Experience* qualification
(i) Finance Officer (ii) Junior Finance Officer	(a) CA/ICWA qualified, or b) MBA/Fin. Note: Candidates with CA/ICWA qualification will be given preference.	18 to 35 years for all posts (as on the 01.01.2017). Upper age limit is relaxable for SC/ST/OBC candidates as per GOI orders issued from time to time	(i) Finance officer - Minimum three years in Govt./PSU or reputed private Companies/CA Firms etc.. (ii) Junior Finance officer - Minimum one years in Govt./PSU or reputed private Companies/CA Firms etc.

1. Duties and Responsibilities: Officers will be assigned work related to Maintenance of Books of Accounts, Taxation Matters, Scrutiny of Bills/claims of contracts & others, Pay roll matters, Maintenance of Account of Employees contribution towards Employee's Provident Fund, Scrutiny of financial proposals, Audit matters, Banking Matters and any other matter of Finance Department.

2. Duration of Contract: Selected candidate will be appointed on Contract basis initially for **a period of one year**, which can be extended at the sole discretion of the Company. The contract can be terminated pre-maturely on one month notice by either side.

3. Remuneration: (All inclusive per month)

a. **Basic Emoluments per month**

- i. Finance Officer – Rs.35,000/-
- ii. Junior Finance Officer– Rs.25,000/-.

b. Mobile phone call charges – Rs. 500/- per month.

c. Conveyance charges – Rs.1500/- per month.

d. Provision of Provident Fund will be made as extant rules. Contribution towards PF, as applicable, would be deducted from the salary and deposited in his/her EPF Account. Employer's contribution @12% of Basic Salary, is included in the Basic Emoluments.

In case of travel on duty, TA/DA/Lodging as admissible to E-0 (Executive) Level employee of the Company will be admissible.

4. Leave: Contractual personnel will be granted two (2) days leave for each completed month of employment in DFCCIL which can be availed maximum of five (5) days leave at a time. Such leave shall not have any specific nomenclature like CL, Earned Leave, etc. The accumulated leave cannot be carried forward to the next calendar year.

5. Age limit –18 to 35 years for all posts (as on the 01.01.2017). Upper age limit is relaxable to SC/ST/OBC candidates as per GOI orders issued from time to time i.e. by 05 years to SC/ST and 3 years to OBC candidates. SC/ST/OBC candidates may produce certificate issued by the competent authorities on the prescribed formats. OBC Candidates included in the central list having certificate for the current financial year in the format prescribed by Central Govt. will be given the benefit of OBC reservation. The OBC Candidates may produce the certificate clearly mentioning that “This is also to certify that he/she does not belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt. (SCT,) dated 08.09.1993 and modified vide Govt. of India Deptt. of Personnel and Training OM No. 36033/3/2004-Estt(Res) dated 09.03.2004 & 14.10.2008”. Candidates failing to produce requisite SC/ST/OBC Certificate will not be entitled the benefit of reserved category and will not be allowed to appear for interview.

5. Selection Process: Walk-in-Interview for the above post on contract basis will **be held on 21.01.2017 at 10:00 AM at DFCCIL’s Corporate office New Delhi, CPM’s office Jaipur and Mumbai .Reporting time for walk-in interview is between 10:00 AM to 11:00 AM. Candidates reporting after 11:00 AM will not be entertained.** The applicants fulfilling the eligibility criteria may report to **DFCCIL’s Corporate Office at New Delhi** (for the post in Corporate office Delhi/Noida and Meerut), Chief Project Manager’s Office, Jaipur (for the posts in Jaipur and Ajmer) and **Chief Project Manager’s Office, Mumbai** (For the posts in Mumbai) for interview. The applications of candidates will be checked by the officials of DFCCIL and only those candidates who will be fulfilling the criteria as per the advertisement and producing the originals certificates along with self-certified copies of certificates will be allowed to be interviewed.

6. Medical Examination:

Candidates will be required to undergo Medical examination and will be considered for engagement only if found medically fit, in addition to other criteria.

7. How to apply:

- i. Candidates fulfilling the eligibility criteria laid down above, should bring along duly filled in the application format prescribed below enclosing therein self-attested photocopies of the requisite documents along with the short write up (100 words) explaining why he/she is most suited candidate for this assignment during the Walk-in-interview, failing which the candidature will be summarily rejected and the candidate will not be interviewed.
- ii. The applicant shall produce original document of Educational certificate and certificates of experience and other testimonials for verification at the time of interview. No interview will be conducted if candidates don’t bring the original certificated/testimonials/documents on the date of interview. If any of the particulars stated by the candidate in the application on verification is found to be incomplete or incorrect, or if it is found that the candidate has willfully suppressed any material fact/information relevant to the

consideration of his/her case without prejudice to any other action that may be taken in consequence thereof his/her candidature will be summarily rejected and will not be interviewed.

- iii. In addition, the proof of identity and residence, employer certified last pay slip and two recent passport size photographs will be required.
- iv. Candidates working in Govt./PSUs/autonomous bodies should apply through proper channel and bring NOC at the time of walk-in-interview along with forwarded application.
- v. Candidates have to produce Character Certificate duly signed by a Gazette Officer at the time of interview/joining as the case may be.

8. General:

- i. The above posts are project specific for the limited period and is not for the regular establishment of DFCCIL. No other perks or benefits would be admissible except those mentioned above.
- ii. No TA/DA/Journey expenses will be paid to the candidates for appearing in the interview. The candidates are advised to make necessary arrangements for his/her travel/stay well in advance, so as to reach the interview venue in time. In case interview is continued to next dates, candidates have to make necessary arrangement of their stay, at their own cost.
- iii. The engagement will not confer any right for regularization in DFCCIL.
- iv. The contract can be terminated pre-maturely on one month notice by either side. However, in case of gross negligence/misconduct/irregularities, the employment may be terminated with immediate effect and in such cases the employee will be liable for action as per law/policies of the company.
- v. Management can withdraw/ cancel/ postpone the selection at any point of time without assigning any reason thereof.
- vi. Any dispute with regard to engagement against this advertisement will be under the jurisdiction of Court in Delhi only.

APPLICATION FORMAT

1. Advt. No. : 01 /2017
2. Post & Location applied for : _____
3. Name in full (in Block letters) : _____
4. Father's Name : _____
5. Date of Birth : _____
(Attach proof of DOB)
6. Permanent Address : _____
(In block letters)
7. Correspondence Address : _____
(In block letters)
8. Whether SC/ST/OBC: _____
(Attach copy of certificate)
9. Nationality : _____
10. Contact Phone No. & Email : _____

Affix a Passport
size photograph

11. Educational and Professional Qualification: (Degree onwards)

Exam Passed	Year of Passing	Name of the Instt./Univ.	Max. total marks	Total marks obtained	Overall % age	Main Subjects

12. Name of the present employer, if any _____

13. Details of Post qualification experiences :

Post held with pay scale/gross salary per month	Name & address of the employer	Period		Please indicate the field of experience along with project details (attach separate sheet if necessary)
		From	To	

14. A short write up of 100 words explaining why the candidate is most suited candidate for this assignment. The candidature will be summarily rejected and the candidate will not be interviewed in case the write up is not attached.
15. Self-Attested documents required along with originals relevant document of Educational Certificate, Caste Certificate, Certificates of experience and other testimonials. No interview will be conducted if candidate does not bring the originals.
16. Candidates working in Govt./PSUs/autonomous bodies should apply through proper channel and bring NOC at the time of walk-in-interview along with forwarded application.

Signature of the Candidate

I hereby declare that all the statements made in this application are true, complete and correct to the best of my knowledge and belief and there is no civil/criminal case pending against me in the court of Law. I understand that in the event of any information given herein, is found false or incorrect or concealed, the contract will be liable to be terminated and any civil/criminal legal action can be taken against me for this. I understand that I am not eligible for any TA/DA for this interview.

Place: _____

Date: _____

Signature of the Candidate