



डेडीकेटेड फ्रेट कोरीडोर कॉर्पोरेशन ऑफ़ इंडिया लि.
Dedicated Freight Corridor Corporation of India Limited
(भारत सरकार का उपक्रम)
(A Govt. of India Enterprises)

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

No.HQ/HR/1/CO-HR/16 Pt.II (20180386)

Dated: 27.07.2020

The General Managers (P),
All Zonal Railways &
All Production Units.

The Joint Secretary,
Ministry of Railways,
Railway Board,
New Delhi.

Sub: Issue of vacancy notice for the One post of Assistant Manager/Sr. Executive (HR) at CO, DFCCIL on deputation basis.

Kindly find enclosed the vacancy notice in the prescribed format for filling up One post of Assistant Manager/Sr. Executive (HR) at CO, DFCCIL on deputation basis.

Post Name	No. of posts	Location
Assistant Manager/ Sr. Executive (HR)	01 (One)	Corporate Office (01 Post)

2. The vacancy notice mentioning the eligibility conditions and specific requirements are enclosed herewith. The same may kindly be circulated for inviting applications and the names of employees who are willing and eligible as per vacancy notice and who can be spared, may be sent along with the Bio-data, ACRs for the last 5 years (attested copies thereof), D&AR/Vigilance clearance to Dy General Manager (HR)/DFCCIL/CO, New Delhi for taking further necessary action.

DA/As above:

(S. K. Panda)
Jt. General Manager/HR

DFCC/Vacancy Notice/HR/2020/AM/Sr. Executive/CO/02

Organisation	DFCCIL
Title of the Post	Assistant Manager/ Sr. Executive (HR)
No. of posts and location	One (01) at CO
Service/Department	Personnel/Estt./HR.
Scale of Pay	Parent pay plus deputation duty allowance
Duration	Three years extendable upto five years
Terms of appointment	On usual terms of deputation for five years subject to Govt.'s approval for exemption to DFCCIL from the rule of immediate absorption.
Eligibility Criteria	Assistant Manager: Employees working in PB-2/GP-4600 (9300-34800) as per 6 th CPC /Level-7 as per 7 th CPC on regular basis. Sr. Executive: Employees working in PB-2/GP-4200 (9300-34800) as per 6 th CPC/Level-6 as per 7 th CPC on regular basis.
Specific requirement of Experience	Should have minimum five years' experience of working in Personnel Department of Indian Railways. Experience in Establishment area like Selection, Promotion, Seniority, Creation of posts, Recruitment, Transfer, Disciplinary cases, Court cases, Service matters, Grievances, Settlement dues, Pay and allowances etc. Should have command over working on Computer (MS-Office, Excel etc.)
Closing date	30 days from the date of issue.

(S. K. Panda)
Jt. General Manager/HR

PROFORMA FOR SUBMISSION OF APPLICATION ON

DEPUTATION BASIS in DFCCIL

Paste here recent
passport size
photograph
(self-Attested)

Post applied for			
Choice of Posting		1. 2. 3.	
Personal Data			
1.	Name (Capital Letter)		
2.	Father's Name		
3.	Gender		
4.	Service		
5.	Department		
6.	Category (UR/SC/ST/OBC)		
7.	Date of Birth		
8.	Date of Initial Appointment		
9.	Present Designation/Deptt./Divn./ Railway		
9.A	(a) Present pay band with GP and basis pay as on date of application		
10.	(b) Whether Regular/MACP Grade		
11.	Contact Details		
12.	(e) E-mail ID (f) Telephone (O) (g) Telephone (R) (h) Mobile No.		
13.	Educational Qualifications		
SN.	Qualification /Degree	Year/ Division	Institution/University/Place /Country

14.	Experience Details			
	Designation & Railway with place of posting	Scale (PB+GP)	From	To
15.	Details of previous deputation/foreign assignment , if any			
16.	Whether debarred from deputation if yes, please furnish details			
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				

Date:

Place:

(Signature and name of the applicant)

Signature of controlling officer with official seal	
Name of the officer	
Designation of the officer	