



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

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

No.HQ-HRODPOU (DEP)/28/2023/21186

Date:09.05.2023

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

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

Director General/Directors
All Railway Training Institutes

Sub: Issue of vacancy notice of Sr. Executive (HR) at Tundla, DFCCIL on deputation basis.

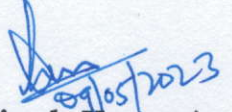
Please find enclosed the Vacancy Notice and the prescribed format for filling application for the following posts at Tundla, DFCCIL on deputation basis:

Post Name	No. of posts	Location
Sr. Executive (HR)	01 (One)	Tundla

2. The Vacancy Notice mentioning the eligibility conditions and specific requirements is enclosed herewith as Annexure-I. The same may please be circulated for inviting applications.

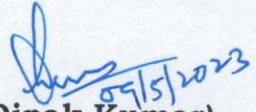
3. The details of employees who are willing and eligible as per Vacancy Notice (who can be spared) along with the Bio-data, APARs for the last 5 years (attested copies), D&AR/Vigilance clearance may please be sent to Addl. General Manager (HR)/DFCCIL/CO, 5th Floor, Supreme Court Metro Station Building Complex, New Delhi for taking further necessary action.

DA/As above:


(Dipak Kumar)
Manager/HR

No. HQ-HRODPOU (DEP)/28/2023/21186 dated 09.05.2023

Organisation	DFCCIL
Title of the Post	Sr. Executive (HR)
No. of posts and location	One (01) Location – Tundla
Service/Department	Personnel/Estt./HR of Indian Railways, officers of central Govt./ CPSUs etc.(as mentioned above))
Scale of Pay	Parent pay plus deputation allowance (And all other Perks and Allowances applicable as per DFCCIL policy).
Duration	Three years extendable to 5 years.
Terms of appointment	On usual terms of deputation for three years subject to Govt.'s approval for exemption to DFCCIL from the rule of immediate absorption.
Eligibility Criteria	Sr. Executive(HR) – E1 Grade: Employees working in analogous grade (Level-7) in relevant discipline or holding substantive posts in Level-6.
Specific requirement of Experience	The officer should have minimum 5 years working experience in Personnel/HR Department in Indian Railways/PSU/Other organisation etc in the areas like selection, promotion, seniority, creation of posts, recruitment, transfer, disciplinary cases, court cases, service matters, grievances, settlement dues, pay & allowances etc. The officer should have command over working on computer (MS-word, Excel, Power-point). Knowledge of SAP will be preferred.
Closing date	30 days from the date of issue.


(Dipak Kumar)
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	