

VACANCY NOTICE NO. 48/2022

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

ISSUED ON 11/08/2022

GENERAL MANAGERS
ALL RAILWAYS/NEW ZONES/PRODUCTION UNITS

DIRECTOR GENERAL'S/DIRECTORS
ALL RAILWAY TRAINING INSTITUTES

NO: 2022/E(O)II/4/15 VACANCY NOTICE NO. 48/2022

ORGANIZATION : NATIONAL TECHNICAL RESEARCH ORGANISATION (NTRO)

TITLE & NO.OF POSTS : DIRECTOR (FINANCE) - 01

LOCATION, SERVICE, : AS PER ANNEXURES
DURATION, TERM OF
APPOINTMENT, AGE,
SCALE OF PAY, SPECIFIC
REQUIREMENTS ETC.

WEB ADDRESS : www.indianrailways.gov.in/railwayboard, then click for IR personnel and then
vacancy circulars

CLOSING DATE : 15 DAYS FROM DATE OF ISSUE
APPLICATION MAY ALSO BE SENT BY EMAIL TO: usd@rb.railnet.gov.in

SEND NAMES OF VOLUNTEERS WITH BIO-DATA INDICATING PREVIOUS POSTINGS TOGETHER WITH A STATEMENT
GIVING DETAILS OF PREVIOUS DEPUTATION, IF ANY, IN CENTRAL PSUs DULY SIGNED BY THE APPLICANT
VIGILANCE/DAR CLEARANCE AND CRS TO E(O)II/RAILWAY BOARD(.) APPLICATIONS RECEIVED WITHOUT
STATEMENT WILL NOT BE ENTERTAINED AT ALL(.) ADVISE ALL ELIGIBLE SC/ST OFFICERS ALSO (.) RAILWAYS(.)

DA: ANNEXURE



MANOJ KUMAR
DIRECTOR/D/RAILWAY BOARD

NO: 2022/E(O)II/4/15

New Delhi. Dated 11/08/2022

Copy to:-

1. General Managers, Central, Eastern, Northern, North Eastern, North East Frontier, Southern, South Central, South Eastern, Western Railways, Metro Rail, Kolkata, N.W. Railway, Jaipur, E.C. Railway, Hajipur, North Central Railway/Allahabad, South Western Railway/Bangalore, East Coast Railway/Bhubaneswar, West Central Railway/Jabalpur, SEC Rly., Bilaspur.
2. General Managers, CLW/Chittaranjan, DLW/Varanasi, ICF/Perambur, RCF/Kapurthala, W&AP/Bangalore and RE. Allahabad.
3. DG/RDSO, Lucknow and IRCAMTECH, Area Officer, Maharajpur, Gwalior.
4. CAO(R)s, COFMOW/New Delhi, DCW/Patiala, MTP(R), Mumbai, Delhi and Chennai.
5. DG/RSC, Vadodara/Directors, IRIMEE, Jamalpur/IRICEN, Pune and IRISSET, Secundrabad/IRIEE, P.B. No. 33, Nasik Road, Maharashtra, Director, Indian Railways Institute of Transport Management (IRITM), Hardoi Bypass Road, P.O. Manak Nagar, Lucknow-226011.
6. All officers/Railway Board (by email).
7. G. Branch for display on Notice Board.
8. Secy. General, FROA, Room No.256-A, Rail Bhavan
9. Secy. General, IRPOF, Room No. 268, Rail Bhavan.
10. Secy. General, IRCA, DRM's Office, Accounts Bldg., Chelmsford Rd. New Delhi.
11. Deputy Director(R)/NTRO, National Technical Research Organisation, Block-III, Old JNU Campus, New Delhi- 110067.
12. Advisor/MR, OSD/MR, OSD/Co-ord/MR and APS/MR, PS/MOSR(D), PS/MOSR(J), JS(CP), JS(G), JS(E), US(C), ERB-I and E(O)I Branches, Railway Board.
13. Chief Commissioner of Railway Safety, Lucknow, Adviser (Safety)/Railway Board.
14. Dy. Director General (Rail Move), Milrail, Addl. Dte General of Movement, Integrated HQs of MoD(Army) Room No-514 B, D-1 Wing, Sena Bhawan New Delhi-110011



MANOJ KUMAR
DIRECTOR/D/RAILWAY BOARD

RECRUITMENT NOTICE
NATIONAL TECHNICAL RESEARCH ORGANISATION

Applications are invited to fill up a vacancy in the following post in National Technical Research Organisation on Deputation basis:-

S. No.	Name of the Post	No. of Vacancy	Level in the Pay Matrix #
(i)	Director (Finance)	01 (One)	Level -13

In addition, Special Allowance @ 20% of Basic Pay will be admissible. No Deputation Duty Allowance will be paid.

2. The essential eligibility criteria are as under:-

Officers of the Central Government:-

- (a) (i) holding analogous post on regular basis or
(ii) with five years of regular service in Level-12 of the pay matrix; and
(b) possessing the following educational qualification and experience: -
(i) Bachelor's degree from a recognized university; and
(ii) ten years' experience in finance/ budgeting/ accounts.

Note-1: The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of the Central Government shall ordinarily not exceed five years.

Note-2: The maximum age limit for appointment on deputation shall be not exceeding fifty-six years as on the closing date of receipt of application.

3. **How to apply** – The applications duly filled in by willing and eligible officers in the prescribed pro forma (**Annexure-I**) with Certification by Employer/Cadre Controlling Authority (**Annexure-II**) be forwarded through proper channel along with attested photocopies of APARs for last 05 years so as to reach on the following address :-

Deputy Director (R)
National Technical Research Organisation
Block-III, Old JNU Campus
New Delhi - 110067

4. The last date of receipt of application is **30 days** from the date of publication of advertisement in the Employment News. The detailed recruitment notice is also being uploaded in the **ntro.gov.in** website. The extension of last date of receipt of application, if any, will be notified/uploaded in the said Website.

5. Attested copies of educational qualifications, experience and other certificates should be enclosed with the application in support of their claim against the requisite eligibility criteria. Candidates may be required to produce original certificates for verification at the time of interview/selection.

6. Incomplete applications and/or those received late would be summarily rejected. **No correspondence in this regard would be entertained.**

7. On appointment, the officer is liable to serve anywhere in India.

8. Canvassing in any form will disqualify the candidate.

BIO-DATA/CURRICULUM VITAE PROFORMA

**For the post of Director (Finance)
on DEPUTATION BASIS**

(Please affix a recent
passport size colour
photograph)

Reference No: V(A)/16/3/Pers-R1/NTRO/2022

Post applied for: Director (Finance)

1. Name and Address
(in Block Letters)

Contact No :

Email ID :

2. Date of Birth (in Christian era)

3. i) Date of entry into Government service

ii) Date of retirement under Central/State
Government Rules

4. Educational Qualifications

5. Whether Education and other qualification required for
the post are satisfied. (If any qualification has been
treated as equivalent to the one prescribed in the
Rules, state the authority for the same)

Qualifications/Experience required as mentioned in
the advertisement/vacancy circular

Qualifications/experience possessed by the
officer (to be mentioned by the applicant
clearly)

Essential

Essential

Officers of the Central Government:-

(a)

(i) holding analogous post on regular basis or

(ii) with five years of regular service in Level-12 of
the pay matrix; and

(b) possessing the following educational
qualification and experience: -

(i) Bachelor's degree from a recognized
university; and

(ii) ten years' experience in finance / budgeting /
accounts.

6. Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post.

Note: Borrowing Department are to provide their specific comments/ views confirming the relevant Essential Qualifications/Work experience possesses by the Candidate (as indicated in the Bio-data) with reference to the post applied.

7. Details of Employment, in chronological order, Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/institution	Post held on regular basis	From	To	Level in the Pay Matrix of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important:** Level in the Pay Matrix granted under ACP/MACP are personal to the officer and therefore, should not be mentioned in the above table. Only Level in the Pay Matrix of the post held on regular basis to be mentioned therein. Details of ACP/MACP with present Level in the Pay Matrix where such benefits have been drawn by the Candidate, may be indicated as below:

Office/institution	Level in the Pay Matrix under ACP/MACP Scheme	From	To

8. Nature of present employment i.e. Ad hoc or Temporary or Quasi-Permanent or permanent

9. In case the present employment is held on deputation/ contract basis please state-

a) The date of initial appointment	b) Period of appointment on deputation/contract.	c) Name of the parent office/organisation to which the applicant belongs	d) Name of the post and pay of the post held in substantive capacity in the parent organisation.

Note: In case of officers already on deputation, the applications of such officers should be forwarded by the parent cadre/Department along with Cadre Clearance, Vigilance Clearance and Integrity certificate.

Note: Information under Column 9(c) & (d) above must be given in all cases where a person is holding a post on deputation outside the cadre/organisation but still maintaining a lien in his parent cadre/organisation.

10.	If any post held on Deputation in the past by the applicant, date of return from the last deputation and other details		
11.	Additional details about present employment: Please state whether working under (indicate the name of your employer against the relevant column) a) Central Government b) State Government c) Autonomous Organisation d) Government Undertaking e) Universities f) Others		
12.	Please state whether you are working in the same department and are in the feeder grade or feeder to feeder grade.		
13.	Are you in revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale.		
14.	Total emoluments per month now drawn		
	Basic Pay	Level in the Pay Matrix	Total Emoluments
15.	In case the applicant belongs to an organisation which is not following the Central Government Pay-scale, the latest salary issued by the organisation showing the following details may be enclosed.		
	Basic Pay with Level of Pay Matrix and rate of increment	Dearness Pay / Interim relief / other Allowances etc., (with break-up details)	Total emoluments
16.	(A) Additional information, if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualification (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet duly signed, if the space is insufficient)		



(B) Achievements:

The candidates are requested to indicate information with regard to:

- (i) Research publications and reports and special projects
- (ii) Awards/Scholarships/Official Appreciation
- (iii) Affiliation with the professional bodies/institutions/societies and;
- (iv) Patents registered in own name or achieved for the organisation
- (iv) Any research /innovative measure involving official recognition (vi) any other information.

(Note: Enclose a separate sheet duly signed, if the space is insufficient)

I have carefully gone through the vacancy circular/advertisement and I am well aware that the information furnished in the Bio data / Curriculum Vitae duly supported by the documents in respect of Essential Qualification/ Work Experience submitted by me will also be assessed by the Selection Committee at the time of selection for the post. The information / details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed / withheld.

(Signature of the candidate)

Date _____

Address _____



ANNEXURE-II

Certification by the Employer/Cadre Controlling Authority

The information/details provided in the above application by the applicant are true and correct as per the facts available on records. He/she possesses educational qualifications and experience mentioned in the vacancy circular. If selected, he/she will be relieved immediately.

2. Also certified that:

- i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/ Her APAR dossier in original is enclosed/photocopies of the APARs for the last 5 years duly attested by an officer of the rank of Under Secretary of the Govt. of India or above are enclosed.
- iv) No major/ minor penalty has been imposed on him/her during the last 10 years
Or A list of major/ minor penalties imposed on him/her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer/Cadre Controlling Authority with Seal)

