

KONKAN RAILWAY CORPORATION LIMITED
(Govt. of India undertaking)

CO-13014(11)/2/2024-PERS(60358)

Date : 31/05/2024

VACANCY NOTICE NO. CO/P/RE/02/2024

To meet the immediate workforce requirement, the Corporation invites applications for one post of Senior Section Officer/Karwar in the prescribed format - Annexure A (attached).

Details of the post are as under :

1	Organization	Konkan Railway Corporation Limited.
2	Title & No. of Post	Senior Section Officer/Karwar- 01 post
3	Location	The headquarters will be at Karwar. However, as per administrative requirements, the candidate may be required to work anywhere in Konkan Railway's jurisdiction.
4	Service	Retired from Indian Railways / CPSU's
5	Term of appointment	Re-employment basis
6	Period of employment	One year
7	Age as of the date of notification	The maximum age shall not be more than 62 years as of the date of notification.
8	Scale of Pay	7th CPC Pay Matrix Level-08. (Grade Pay Rs. 4800) Pay and allowance will be governed as per the Railway Board Guideline issued from time to time (i.e., last month's basic minus pension). Allowances are applicable on the last basic pay without deducting pension.
9	Educational qualification, eligibility criteria, work experience	(i) Bachelor of Commerce or its equivalent. (ii) Applicant must be an Indian citizen and sound health. Applicant should have work experience as Sr. Section Officer/Section Officer in Indian Railways/Indian Railway PSUs with a minimum of 10 years of regular service in Senior Section Officer/Section Officer cadre and retirement from the same grade. (iii) Applicant should have more than 25 years of experience in Railway Accounting and Finance.
10	Job description	i) Verification of Contractor's Bills and ensuring all statutory deductions viz. TDS (IT), GST, and TDS (GST). ii) Bills verification and ensuring the GST amount of verified bills will be paid only after ensuring the GST amount is reflected in GSTR-2A of the GST filed by the Firms/Contractor. Non- reflection under 2A will lead to payment of bills after withholding of GST amount. Once the GST amount is reflected in 2A, the withheld amount will be released to the Firms/Contractors after meeting all the procedures. All these exercises will have to be ensured by Bills verifying authority on a monthly basis.

		<p>iii) Preparation of all relevant Schedules and clearance of Sundry Creditors/Debtors of his/her allocated department's bills for finalization of quarterly, limited review, and Annual Accounts.</p> <p>iv) Verification of Quotation proposals of Revenue account and small tools & plants (quotation works vis-à-vis annual budget/ceiling as per SOP).</p> <p>v) Clearance of Inter-unit transfer ATD/ATC on a monthly basis and related GST mapping.</p> <p>vi) Co-ordination with the Book Section/CO/RN for closing of Qtrly, Half yearly & Annual Accounts.</p> <p>vii) To Attend Audit (Internal, Statutory, and C&AG) queries and provide necessary information to the Audit and Corporate Office of Konkan Railway Corporation Limited.</p> <p>viii) Valuation of Inventory and compilation of Fixed Asset Register (FAR) and depreciation thereon.</p>
11	Photo Copies	<p>a) Self-attested photocopies of certificates of qualifications.</p> <p>b) Self-attested photocopy of Pension Payment Order (PPO)</p>
12	Other Documents	<p>a) Curriculum Vitae (CV) in a separate sheet</p> <p>b) Recent Passport size photographs (02 nos.)</p> <p>c) Self-attested copy of proof of date of birth.</p>
13	Web Address	www.konkanrailway.com
14	Closing Date	18/06/2024

Important Note:

[I] Medical Facility :

Re-employed personnel who join KRCL after 55 years of age and his / her family members will be entitled to reimbursement of premium of any recognized insurance company subject to an upper ceiling limit of Rs. 1350/- per month, i.e., Rs. 16,200/- per annum for self and family together for indoor treatment. The reimbursement of payment will be made on the production of the original receipt.

For outdoor treatment, Re-employed personnel will be eligible for re-reimbursement of a maximum of Rs. 1500/- per month or actual upon submission of necessary medical bills/vouchers with a copy of the prescription.

Re-employed personnel will not be entitled for any medical facility from medical department of Konkan Railway.

Note : Re-employed personnel availing the medical facility from his previous employer will not be eligible for above medical facility of Konkan Railway. He/she has to give the declaration regarding the same at the time of joining Konkan Railway on re-employment basis.

[II] Applications in prescribed format (Annexure – A) and complete in all respects along with enclosures, clearly mentioning the above Notification No. and Post applied for should reach to Deputy Chief Personnel Officer/HQ on email id : krclredep@krcl.co.in on or before 18/06/2024 by 17:30 hrs. Applications received after this date/time will not be entertained. Above selection is subject to vigilance and D&AR clearance of candidate, if

required. Candidates are warned that submission of false information will render them liable for immediate dismissal, if selected without any notice or disciplinary action. Konkan Railway Corporation Ltd. holds all the right to alter the number of vacancy and other procedure or cancel the recruitment against this notification as it may deem fit without citing any reason. No correspondence will be entertained from or on behalf of ineligible candidates.

Enclosed: - Annexure "A"

Date : 31/05/2024
Belapur.

(Anurag Meshram)
Chief Personnel Officer
Konkan Railway Corporation Ltd

FORMAT OF APPLICATION FOR THE POST OF SENIOR SECTION OFFICER/KARWAR

Annexure 'A' OF VACANCY NOTICE NO. CO/P/RE/02/2024 DATED 31/05/2024

Paste a recent
passport size
photograph with
signature across

Name	
Father's Name	
Date of Birth	
Age as on date of notification Years..... Months..... days.
Designation in Parent Railway / department	
Last Scale/Grade Pay at the time of retirement	
Designation and Grade Pay at the time of retirement	Designation _____ Grade Pay _____.
Date of entry into Senior Section Officer/Section Officer, (Grade Pay Rs. 4800/-)	
Period of service (service certificate to be enclosed)	
Experience in Accounts department as Sr. Section Officer/Section Officer in Indian Railways/ Indian Railway PSUs Years..... Months
Period of regular service in Senior Section Officer/Section Officer cadre Years..... Months
Experience in Railway Accounting and Finance Years..... Months
Education Qualification	
Community (GEN/OBC/SC/ST)	
Address for communication	
Email ID	
Telephone /Mobile No	

DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and I will be liable for punitive action, if any of these is / are found incorrect/ false. I also declare that I have gone through the terms and conditions stipulated in notification and I shall abide by them.

Date:

Place:

Signature of Applicant

---XXX---