Date: 15.02.2022

Complete Advt. No – 08/2021
(Including instructions for online application)

Recruitment for various posts in Civil discipline

IRCON INTERNATIONAL LIMITED is a premier Schedule "A" infrastructure government company under the Ministry of Railways engaged in the construction of turnkey infrastructure projects in Railways, Highways, Buildings, Power sector, etc. **The Company has recorded a turnover of more than 5200 crores in the year 2020-2021. The Company has successfully completed large value Railway and Highway Projects over the years in India and abroad including Malaysia, Bangladesh, Algeria, Iraq, Jordan, Saudi Arabia, Indonesia, Turkey, Nepal, etc., and recently in Sri Lanka.**

The Company invites applications for following **regular posts in Civil discipline** for which eligibility criteria and other details are tabulated below:

Post & Scale of Pay	Essential Qualification as on 01.12.2021	Maximum age as on 01.12.2021*	Minimum Post qualification Experience criteria as on 01.12.2021
Assistant Manager/ Civil (E-1) Scale of Pay – Rs. 40000–140000/- + allowances + PRP (IDA) Total Posts: 20 (UR-10,SC-3,ST-1,OBC-5,EWS-1)	Full time Graduate degree in Civil Engineering with not less than 75% marks or equivalent grade from reputed Institute/ University approved by AICTE.	30 years	**Total Experience-** 2 years **and** Should have minimum 2 years of experience in construction related activities in Highways/ Railways/ Bridges (Road/Rail/Viaduct).
Executive/Civil (E-0) Scale of Pay – Rs. 30000–120000/- + allowances + PRP (IDA) Total Posts: 20 * (UR-10,SC-3,ST-1,OBC-5,EWS-1)	Full time Graduate degree in Civil Engineering with not less than 60% marks or equivalent grade from reputed Institute/ University approved by AICTE.	33 years	**Total Experience-** 3 years **and** Should have minimum 3 years of experience of execution of Highways & Railways projects in Central/State PSUs as regular/ non-regular employee.

No of posts have been increased to 20 as per the requirement of the company.

*Age relaxations as per Govt. of India guidelines subject to fulfillment of the requisite qualification, pay & experience criteria etc.

** Teaching/ Consultancy/ Freelancing experience shall not be treated as relevant experience.

<u>Medical Standards</u>: Candidates should be in sound health and free from color blindness. No relaxation in health standards will be allowed.

<u>Compensation Package:</u> Basic Pay, Variable DA (presently @27.2%), HRA(depending on place of posting i.e. 27%, 18% & 9% for X, Y & Z grade cities respectively)/ lease rent, Allowances @32% for project location and 30% for Corp. Office, Performance Related Pay (Variable-based on performance rating), Leave Encashment, Mobile phone expenses, Liberal Medical including indoor medical benefits for self and dependents, Employer's contribution towards EPF & Pension scheme, Gratuity, Welfare schemes and other Fringe benefits as per rules of the Company.

<u>Place of posting:</u> Anywhere in the Projects/Offices of the Company within India or abroad as per company's requirement from time to time

<u>Selection Process:</u> Eligible candidates will be called for selection process comprising of Written Exam and/or Interview.

<u>Surety Bond:</u> Selected candidates will have to execute a bond of Rupees 3 lakhs to serve the company for at-least three years.

<u>A -:GENERAL INSTRUCTIONS:-</u>

1.The number of posts indicated above may vary based on further assessment of requirement. The company reserves the right to increase, decrease, cancel, restrict & modify the requirement at any point of time without assigning any reason therefor.

2.Candidates working in Government, Semi-Government Organization/Public Sector Undertakings and Autonomous Bodies should apply through proper channel or furnish NO OBJECTION CERTIFICATE at the time of interview. However, in the event of difficulty in forwarding the application through proper channel/getting NOC from their parent department, they may submit an undertaking at the time of interview that they will produce proper relieving order from their organization, in case selected; otherwise they will not be allowed to join. In both cases, pay protection will be given.

3.All information submitted in the application will be verified with original documents at the time of interview. If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/her candidature is liable to be rejected/cancelled at any stage of the recruitment process

4.Candidates not in a position to join within a period of 3 months from the date of release of letter of posting need not apply.

5. IRCON reserves the right to cancel any of the Examination Centers and/or add some other Centers, at its discretion, depending upon the response, administrative feasibility, etc. IRCON also reserves the right to allot the candidate to any centre other than the one he/she has opted for. No request for change of centre for examination shall be entertained.

6.Candidates for the above specified posts are required to make **'Application Fee Payment'** as per the table below:

UR/OBC	SC/ST/EWS/Ex Serviceman
Rs 1000/-	Nil

B -: INSTRUCTIONS FOR APPLYING: -

i) Before applying, candidates should ensure that they fulfil all the eligibility criteria mentioned in the advertisement. The application will be submitted once and hence candidates should keep their documents ready before filling the online application form.

ii) Eligible candidates have to apply through online mode only. Candidates may visit the 'HR & Career' section (& further 'Regular Employment' section) of Ircon's corporate website www.ircon.org. It is advisable that the candidates have a valid e-mail id & Mobile Number while applying for the job through online mode in order to facilitate faster communication.

1. Step wise instructions to be followed by the candidates for filling-up of Online Applications are as under:

i) Candidates are advised to carefully read the advertisement before applying for any particular post.

ii) Before filling-up the online application, candidates are required to keep handy with the following details/documents/information:
- E-Mail ID
- Mobile No.
- Personal and Educational qualification details
- Scanned Copy of Matriculation(X) and XII class Mark sheets
- Scanned Copy of valid Cast Certificate OBC(NCL)/SC/ST candidates and Income Certificates for EWS candidates (if Applicable)
- Scanned Copy of Ex-Servicemen Certificate (if Applicable)
- Scanned Copy of Degree Certificate and Mark sheets.
- Scanned Copy of Additional Qualification Certificate
- Scanned Copy of Experience Certificates
- Details of Debit Card/Credit Card/Net Banking for making application fee (Fee is exempted for SC/ST, Ex-serviceman and EWS Candidates).
- Scanned Copy of Recent Photograph *(not more than 3 weeks old in jpg/jpeg format)*
- Scanned Copy of Signature with Black ink pen (*in jpg/jpeg format)*

iii) Visit the website of IRCON (http://ircon.org) and Click on the link of "Career@ IRCON" given in the **"HR & Career"** Section of the Website and further go to **"Regular Employment"** section. Then click on the link for online application for Assistant Manager/Civil & Executive/Civil. **No** other means/mode of application will be accepted.

iv) Read Important Instructions and Click on (√) 'I Agree 'declaration and afterwards on START Button.

    i)   Register by filling up necessary details *(Post opted, name, Mobile No. and e-mail ID and click on Submit Button). OTP authentication required.*

    ii)   Check Application Sequence No., User ID & Password received on your-mail.

vii) Re-login to your account by entering User ID and password received through e- mail.

viii) Click on the option of **"Go to application form"** and fill all the necessary details in the respective field and upload Photo, Signature and other relevant documents as mentioned in para (ii)

ix) Check Preview of the Application Form and make corrections, if any.

x) Press Submit Button.

2. Method for submission of application fees (Non-refundable):

Candidate needs to re-login and click the link/tab **"Make Online Payment"** which will be active after 24 hours of submission of the application. The candidates are required to click on **"Make Online Payment"** after 24 hours of submission of online application and deposit the requisite examination fee online through **Internet Banking/Debit/Credit Card only** from State Bank Collect system of State Bank of India website. The journal number or the Transaction number given by the Bank is to be retained for future reference.

Note : Bank Charges would be extra as per applicable rates

➢ Guidelines for deposit of Examination Fee through State Bank Collect System (SBP) (Link will active up to/after 24 hrs of submission of online Application)

Click on **"Make Online Payment".** On clicking the link, the candidate will be navigated to State Bank Collect (State Bank of India) page of IRCON displaying their logo and available categories of payments in drop boxes.

• On the next screen,

a) Please enter your IRCON application number,

b) Date of birth.

• On the next screen, following data will appear automatically from database

a) Application Sequence Number,

b) Date of Birth

c) Name of applicant,

d) Mobile number,

e) Post Applied

f) Social Category

g) Email ID,

h) Exam. Fees

• Verify the details and click on 'Confirm'.

• Now you will be taken to payment gateway

• Select appropriate 'Mode of Payment'

• Check the charges/commission applicable for selected 'Mode of Payment'

• Pay 'online' using Internet Banking/Credit Card/Debit Card and print the e-receipt for your record.

3. After the payment is completed, candidates may take a printout of the submitted application and it is advised to keep it with them for future reference. There is no need to send the print out to Ircon's Office.

4. Candidates should mention percentage in the fields where percentage is required. Percentage obtained in BE/B.Tech/BSc(Engg) as mentioned in consolidated mark sheet issued by University/Institution after considering marks of all semesters years will be considered. However in case consolidated mark sheet is not being issued by University/Institute, final percentage will be calculated by taking average of marks of all semester/years.

In case CGPA/OGPA/DGPA is mentioned in mark sheets, following criteria may be applied:

• **In case where conversion into percentage is not provided by university/institutes**: "if university/institute do not have the provision for conversion of CGPA/OGPA/CPI/DGPA or letter grade into percentage than minimum 6 on 10-point scale will be considered as 60%. On any scale different from 10-point scale the score will be prorated accordingly.

• **In case where conversion into percentage is provided by university/institutes**: Wherever CGPA/OGPA/CPI/DGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the online application as per norms adopted by concerned university/institute. A certificate to this effect may be obtained by the candidate from the university/institute, which shall be required to be produced at the time of verification.

5. **If the candidate belongs to OBC**, a caste certificate issued in the current financial year only by a competent authority as applicable for appointment to the services in Govt. of India in proper format will be accepted. Please note, that an OBC certificate issued in the current financial year only can be accepted as a current proof of your not belonging to "creamy layer" in the OBC.

6. Before submitting the filled in application candidates should ensure that all the entries are properly filled and are correct.

7. Any communication/corrigendum/notification related to any post of this advertisement will be uploaded on IRCON's website only.

Important Dates:

Start Date of online application	15.02.2022 (11.00 hrs)
Last date of online application	08.03.2022 (24.00 hrs)
Last date of submission of application fees through online mode	11.03.2022 (24:00 hrs)