

**Requirement of Site Supervisor/Civil on Contract basis for Ircon's Projects
in Bihar**
Advt. No. C16/2016

IRCON INTERNATIONAL LIMITED is a premier schedule "A" infrastructure Public Sector Enterprise under Ministry of Railways engaged in the construction of turnkey infrastructure projects in Railways, Highways, Buildings, Power sectors, etc. The Company has recorded a turnover of more than Rs. 3000 crores in the year 2014-15. The company has successfully completed large value Railway Projects in India and abroad including Malaysia, Bangladesh, Algeria, Iraq, Syria, etc.

The Company invites applications for the post of **Site Supervisor/ Civil on contract basis for one year** (further extendable as per requirement of the Company if the services of the candidate is found satisfactory) at fixed all inclusive salary for posting at its '**Ircon's Projects in Bihar**.

SN	Post & fixed Pay	Vacancies	Qualification (As on 01.09.2016)	Born not before *	Post Qualification Experience as on <u>01.09.2016</u>
1	Site Supervisor/ Civil Fixed Pay - Rs- 15,500/- p.m Post Code: 2-015	10 posts (UR-07, OBC- 02, SC-01)	Full Time Diploma in Civil Engineering with minimum 60% marks	01.09.1986	Minimum 01 year experience in Civil Construction.

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

Medical Standards: Candidates should be in sound health. No relaxation in health standards will be allowed.

Selection Process: Written Test and/or Interview.

A The above posts are specifically for **Ircon's Projects in Bihar** and not for the regular establishment of Ircon. The appointment will be initially for **one year**, extendable further as per requirement of the Company if the services of the candidates are found to be satisfactory. However, the appointment is co-terminus with the project and will not confer any right to claim absorption in regular establishment of the company or for appointment in other projects of the company.

B-1 Reimbursement for indoor treatment for self at the place of posting only would be permissible.

B-2 Minimum PF as prescribed under the EPF & MP Act 1952 will be deducted from the salary and a matching contribution will be made by Ircon. The accumulations will be paid at the time of cessation of contract.

B-3 One leave for each calendar month of service can be availed during the contract period. Leave can be carried forward and accumulated but no leave encashment for un-availed leave is allowed during the contract or on resignation or termination of contract. No other type of leave would be admissible.

B-4 One weekly off and other public holiday when the project office remains closed would be available.

B-5 TA/DA would also be admissible if deputed on outstation duty.

B-6 Working hours will be the same as for the project.

B-7 No other perks or benefits would be admissible except the above.

B-8 The ex-employees of Ircon, whose services were terminated due to closure of projects, can also apply for these posts if they fulfil the required qualifications and experience. A copy of the termination letter should be sent along with the application. This appointment will be subject to their satisfactory performance and shall be co-terminus with the project. The persons so appointed for this project will have no claim for their absorption in regular establishment of the Company or for appointment in other projects of the company.

C: GENERAL INSTRUCTIONS:-

1. Applicants working in Govt./PSUs may note that this is a short duration contract post and even for these posts they have to produce NOC at the time of interview and resign from their parent organization on their selection.

2. 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

3. **Application is liable to be rejected if it is not system generated or is without online fee payment details or is unsigned or is without a photograph or received in Ircon after the closing date.** Ircon will not be responsible for loss of application in transit or postal delay. Ircon on discretion reserves the right to reject any application or cancel the candidature without assigning any reason thereof.

4. Candidates belonging to OBC category (non creamy layer) will have to submit a latest financial year caste certificate in the centre format applicable for applying for the posts under Govt. of India (in the format annexed at the end of this advertisement) and the same should be submitted while sending the hard copy of the online generated application to this office.

5. Candidates belonging to UR/OBC category are required to make 'Online Application Payment' as registration amount & examination fee, as per the steps below:-

- a) After online submission /registration of application for recruitment, please visit the ' fee payment' link.
- b) Enter the Application No. & DOB & proceed 'Make for Payment'. Before proceeding for payment please ensure that amount reflected for payment is correct.
- c) Select the mode of payment & enter your Mobile No. & email id & proceed for payment.
- d) After your transaction is completed, please note down your transaction details for future reference.
- e) Proceed for printing of your application & send the duly signed hardcopy of your application to Ircon as per the details in the advertisement. Before sending the hard copy of application, please ensure once again that the payment & other details in your application are correct.

Detailed procedure for on line payment is available at the end of the advt.

Please Note :- No application fee is applicable to candidates belonging to SC/ST/Ex- Serviceman category and thus such candidates may directly print their application after submission/ registration (instead of going to payment link)

D : INSTRUCTIONS FOR APPLYING ONLINE :-

1. Before applying, candidates should ensure that they fulfill 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.**

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

The last date for applying online at Ircon's website is 09.11.2016 i.e. 15 days from the date of opening of online application platform (i.e 26.10.2016)

3. On submitting the application online, a unique Registration ID for each candidate will be generated. Candidates will then hence to proceed for online fee payment & after the payment is completed Candidates may take a printout of the submitted application , paste a recent (self-attested) passport size photo in the space indicated , put his/her signatures in the space provided and send the same to **Joint General Manager/ HRM, Ircon International Limited, C-4, District Centre, Saket, New Delhi – 110 017** accompanied with the copy of following self attested documents, so as to reach Ircon office latest by **16.11.2016**.

- a) Matriculation Certificate (for age proof);
- b) Self Attested copy of Certificates of Essential Qualification (Full Time only)- Degree & Diploma and mark sheets of Degree/Diploma.
- * **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 submitted along with application.
- c) Certificates of other professional qualifications, if any;
- d) Certificates in proof of experience, if any ,as applicable, clearly projecting the requisite experience indicating the length and line of experience as per eligibility conditions/criteria;
- e) Certificate in support of claim of belonging to Schedule Caste, Schedule Tribe and Other Backward Classes, Ex-serviceman, wherever applicable.
Please note that the candidates belonging to OBC category have to submit the latest financial year OBC certificate in centre format applicable for appointment for posts under Govt. of India (in the format annexed at the end of this advertisement).
- f) No Objection Certificate(NOC) from present employer if working with Govt./PSU's/Autonomous Bodies &
- g) Complete set of self attested photocopies of all the above mentioned certificates.

Please note, hard copy of only system generated applications with online fee payment details will be considered. No manual application or applications without fee payment details will be entertained.

Also, the printing option will be available to the candidate till the last aforesaid date for receipt of the hard copy of the system generated application at Ircon's office i.e.16.11.2016.

4. In the online application format, there is a column for "Details of ERP/Computer Proficiency". In this particular column, candidates have to provide the details regarding their knowledge/proficiency in Computers or in ERP with details of any diploma/certifications in the same. Necessary documents regarding the same, if any, may also be attached with the hard copy of the online application to be sent to this office.
5. The envelope containing the hard copy of the system generated application should be clearly super scribed "Application for the post of "Site Supervisor/ Civil for Ircon's Projects in Bihar, Advt. No.- C16/ 2016 on contract basis".
6. Ircon's online application system at its website www.ircon.org will remain functional from **00.00 hrs of 26.10.2016.to 24.00 hrs of 09.11.2016**. However, candidates should complete the application at the earliest in order to avoid site congestion.
7. Before submitting the filled in application candidates should ensure that all the entries are properly filled and are correct.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari_____son/daughter of
_____ of village/town _____
in District/Division_____in the State/Union Territory
_____ belongs to the
_____ community which is recognised as a backward class under the
Government of India, Ministry of Social Justice and Empowerment's Resolution No.
_____ dated_____*.
Shri/Smt./Kumari_____and/or his/her
family ordinarily reside(s) in the__District/Division _____ of _____ the
_____State/Union Territory. This is also to certify that
he/she does not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the
Schedule to the Government of India, Department of Personnel & Training O.M. No.
36012/22/93 — Estt.(SCT) dated 8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

*- The authority issuing the certificate may have to mention the details of
Resolution of Government of India, in which the caste of the candidate is
mentioned as OBC.

** . As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in
Section 20 of the Representation of the People Act, 1950.

STEPS TO PAY APPLICATION FEE ONLINE

Step 1: After online submission/registration of application for recruitment, click on the “Fee Payment” Link.




[Active Vacancies](#)
[Print Application](#)
[Fee Payment](#)

List of Active Vacancies

Advt. No.	Post	Essential Qualification (EQ)	Date of Notification	Post qualification experience in particular Pay Scale Criteria	Experience	Last Date of applying online	Last date for printing/ receiving hardcopy of online application (at IRCON's office)

Step 2: On the screen for online payment, fill in the applicant no (generated by online submission of application) and Date of Birth. Click on “Show Details & Amount” button to see the amount to be paid. If inputs are correct, name and amount to be paid will be displayed. Last date for online payment is same that of last date of printing of application. If amount is 0 (zero), you cannot proceed for payment. Read the terms and conditions mentioned in the bottom before going for online payment.



[Active Vacancies](#)
[Print Application](#)

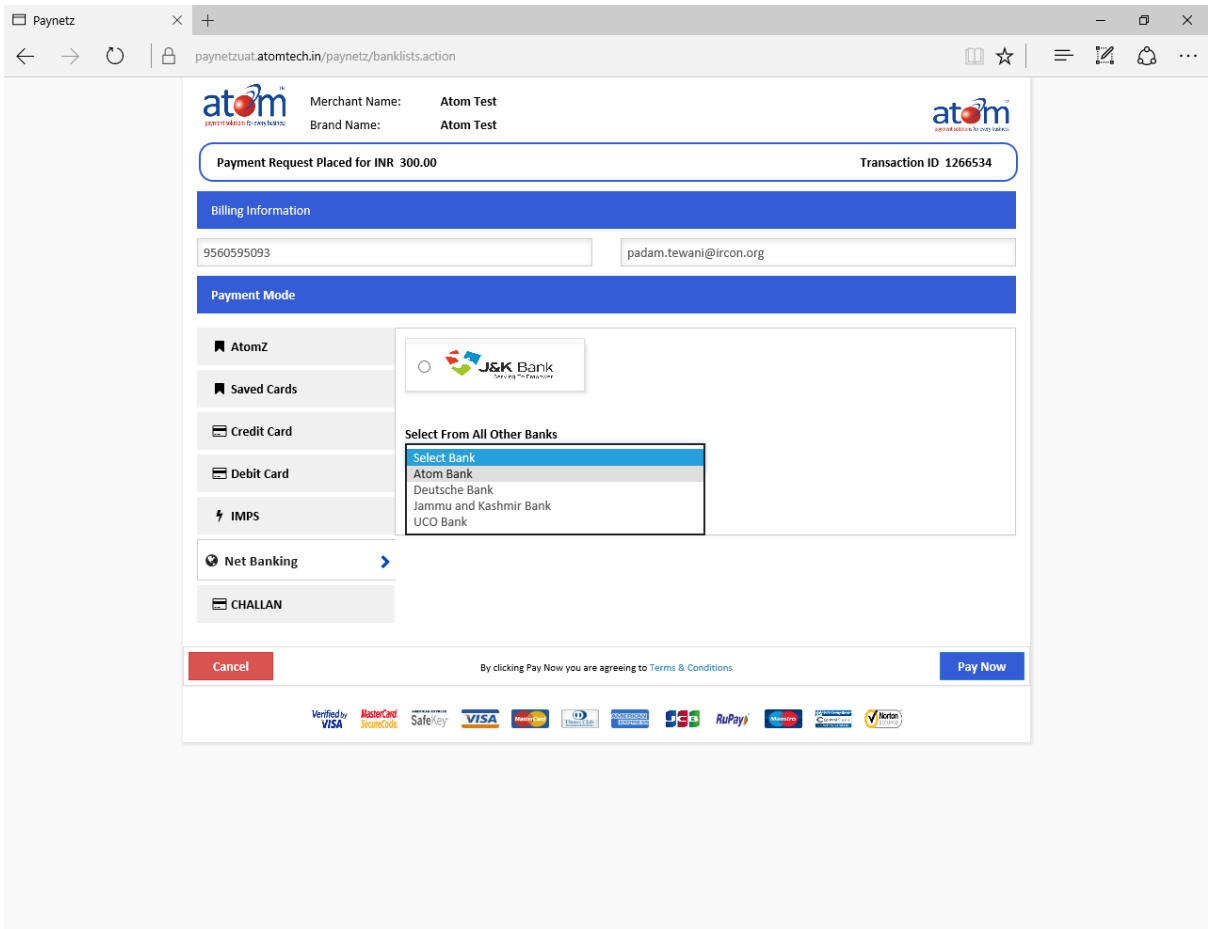
Steps	Online Application Fee Payment
Step 1:	Enter application No. : <input style="width: 80%;" type="text"/>
Step 2:	Enter DOB.: <input style="width: 80%;" type="text"/>
Step 3: Click on button	<input type="button" value="Show Details & Amount"/> ← Click here after filling application no and
	Name: <input style="width: 80%;" type="text"/>
	Fee Amount : <input style="width: 80%; text-align: center;" type="text" value="0"/>
Step 4:	<input type="checkbox"/> I have read the Terms and conditions mentioned below and I agree to it.
Step 5: Click on button	<input type="button" value="Make Payment"/> ← Click here to proceed for online payment.

Terms and Conditions :

Please read the following terms and conditions very carefully as your use of service is subject to your acceptance of and compliance with the following terms and conditions. By subscribing to or using any of our services you agree that you have read, understood and are bound by the Terms, regardless of how you

Read carefully Terms and conditions before payment

Step 3: After clicking on ‘Make Payment’, candidate will be re-directed to the payment site. Select the mode of payment. Enter Mobile no and email id. Select the mode of payment as per available options. Click “Pay Now” button to proceed for payment and fill the details as per options selected for payment.



Step 4: After transaction is completed, system automatically diverts to www.ircon.org with the details of the payment and status. Please note down the details of Transaction outcome. An email with the status and other details will be sent to the email id entered at the time of payment.

[Active Vacancies](#)
[Print Application](#)
[Fee Payment](#)

Application Fee Payment Status	
Application No. :	2016141001
Amount :	300.00
Payment Status :	Success
Bank Ref. No. :	188612951
Payment Mode:	NB

Step 5: Print the Application Form and check the payment details in application. Sign it and send the hardcopy to IRCON at the address given in the advertisement.