



राइट्स लिमिटेड  
(भारत सरकार का प्रतिष्ठान)  
**RITES LIMITED**  
(Schedule 'A' Enterprise of Govt. of India)

No. Pers/9/6/Depu/ /Ports/2021 - VC Nos. 80 to 85/21 (D)  
Dt: 12.10.2021

The Secretary, Ministry of Shipping  
Head of Departments of All Government Port Trusts in India  
Chief Administrative Officer, Indian Ports Association, 1<sup>st</sup> floor, South Tower, NBCC Place,  
New Delhi-110003.  
Maritime Boards of Maharashtra, Andhra Pradesh, Karnataka, West Bengal, Gujarat, Tamil  
Nadu and Kerala

Dear Sir,

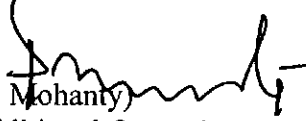
**Sub: Filling up of various posts in Ports Division of RITES on deputation basis**

There is a need to fill up various posts in Ports Division of RITES on deputation basis. The job description/place of posting for these posts is given in the prescribed proforma attached as Annexure-I.

It is requested that the vacancy notice may be circulated in your office and the applications of suitable and willing officers for deputation in RITES may be sent to this office at the earliest but within 30 days from the date of this letter.

It is requested that this vacancy notice may also be uploaded on the website of your office for giving wide publicity.

Thanks,

  
(S. Mohanty)  
Additional General Manager (HR)


12/10/21

Copy to:-

General Manager/IT (RITES) – For uploading on RITES website in 'Career' Section.

## Annexure I


1.	Organization	RITES Ltd.
2.	Nomenclature of the post	General Manager(Civil) – VC No.80/21(D) Joint General Manager(Civil)/Deputy General Manager(Civil) – VC No.81/21(D) Manager(Civil) – VC No.82/21(D) Joint General Manager(Mechanical)/Deputy General Manager(Mechanical)- VC No.83/21(D) Manager (Mechanical) – VC No.84/21(D) Deputy General Manager (Operations) – VC No.85/21(D)
3.	No. of vacancies	General Manager (Civil) - 1 Joint General Manager (Civil) / Deputy General Manager (Civil) – 1 Manager(Civil)-1 Joint General Manager (Mechanical) / Deputy General Manager (Mechanical) – 1 Manager (Mechanical) -1 Deputy General Manager (Operations) – 1
4.	Location and tenure	<b>Machilipatnam/Vijaywada/Chennai</b>  The tenure of deputation shall be 5 years. The deputationist may be considered for permanent absorption in the company based on the requirement of the company and his suitability in accordance with the policy for permanent absorption.
5.	Scale of Pay of the post in which the applicant should be working in his parent department	For the post of General Manager (Civil) – 1,00,000 – 2,60,000 (IDA) / Selection Grade / Senior Administrative Grade Officer working in Level 13/13-A/14 of 7th CPC with 18 years Group 'A' service having been completed  For the post of Joint General Manager (Civil) / Deputy General Manager (Civil) – 80,000 – 2,20,000 / 60,000-1,80,000 (IDA) / Junior Administrative Grade / Senior Scale Officer working in Level 12/11 of 7th CPC, respectively  For the post of Manager (Civil) – 50,000 – 1,60,000 (IDA) / Junior Scale / Group 'B' Officer working in Level 9/10 of 7th CPC  For the post of Joint General Manager (Mechanical)/Deputy General Manager (Mechanical) - 80,000 – 2,20,000/60,000-1,80,000 (IDA)/ Junior Administrative Grade/ Senior Scale Officer working in Level 12/11 of 7th CPC, respectively  For the post of Manager (Mechanical) - 50,000 – 1,60,000 (IDA)/ Junior Scale/Group 'B' Officer working in Level 9/10 of 7th CPC  For the post of Deputy General Manager – (Operations) – 60,000

  
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		<p>- 1,80,000 (IDA) / Senior Scale Officer working in Level 11 of 7th CPC</p> <p>The officer is entitled for parent pay plus deputation allowance and other perks as admissible on deputation.</p>
6.	Detailed job specification indicating requirement of discipline etc.	<p>For the post of General Manager (Civil) - Having experience in Port Planning, Design and execution of port related structure, e.g. jetty, Quay wall, backwater, including Building and Services</p> <p>For the post of Joint General Manager (Civil) / Deputy General Manager (Civil) – same as above</p> <p>For the post of Manager (Civil)– same as above</p> <p>For the post of Joint General Manager (Mechanical)/Deputy General Manager (Mechanical)– Having experience in Planning, design, tendering and operation of mechanical handling of bulk cargo, general cargo, container, liquid etc.</p> <p>For the post of Manager (Mechanical)- Same as above</p> <p>For the post of Deputy General Manager – (Operations)- Having experience in port operation.</p>
7.	Mode of application	<p>1. Applicants are required to apply online in the registration format available in the Career Section of RITES website, <a href="http://www.rites.com">http://www.rites.com</a>. While submitting the online application; the system would generate 'Registration No.' on top of online form filled up by the candidate. A copy of this online application form containing the registration number is to be printed, signed and attached with the application in the prescribed format (Annexure II) along with detailed CV and forwarded after approval of the Cadre Controlling Authority along with documents mentioned in point number 2 below. In case of any difficulty in registering online, the difficulty being faced may please be e-mailed at <a href="mailto:desraj@rites.com">desraj@rites.com</a>/<a href="mailto:gauravpuri@rites.com">gauravpuri@rites.com</a>/<a href="mailto:ims.mohanty@rites.com">ims.mohanty@rites.com</a>.</p> <p>2. Applications are to be sent through respective administrative officer (HOD) indicating No Objection, Vigilance/DAR clearance &amp; Vigilance/D&amp;AR records indicating details of penalties if any, imposed upon the applicant during his service and ACRs for the past 05 years. The applicants are also required to send their application in the prescribed format (Annexure II) along with detailed CV. The applications along with the documents as mentioned in the Vacancy Notice should reach us within 30 days of the date of vacancy notice.</p> <p>3. In case, it is not possible to send the letter forwarding the application along with other required documents within the stipulated period of 30 days, then the applicant may send an advance copy of his application in the prescribed format (Annexure II) along with detailed CV directly at <a href="mailto:desraj@rites.com">desraj@rites.com</a>/<a href="mailto:gauravpuri@rites.com">gauravpuri@rites.com</a>/<a href="mailto:ims.mohanty@rites.com">ims.mohanty@rites.com</a> within 30 days of the date of vacancy notice. However, the</p>

*[Handwritten Signature]*  
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		forwarded application along with other required documents must reach us within three months from the date of issue of vacancy notice. In absence of receipt of the forwarded application and the required documents within the stipulated period, the advance copy of the application so received, will be liable for non-consideration for the subject post. No correspondence either from the applicant or from his organization in this regard including the request for extension of time period shall be entertained.
8.	Whether the company /organization has been exempted from the rule of permanent absorption and if so, the date upto which the exemption is valid	The Ministry of Railways has conveyed their approval for continuance of Officers on deputation on exemption from the rule of immediate absorption to RITES for a period of three years beyond 31.08.2020 vide their letter No. 2008/PL/45/4 (Pt.) dated 09.03.2021.
9.	RITES will be providing Company/Leased Accommodation as per entitlement to the officer who joins RITES on deputation.	
10.	Mode of selection	Applications will be scrutinized on the basis of the following parameters on a 100 point scale: 1. Educational Qualification, evaluation of CV, length of service (25 marks) 2. Previous Work Experiences and Domain Knowledge (25 marks) 3. APRs, D&AR and Vigilance record (25 marks) 4. Potential/Overall Suitability of the candidate to requirements (25 marks)

  
(S. Mohanty)  
Additional General Manager (HR) 12/10/21

## APPLICATION IN PRESCRIBED PROFORMA

Vacancy Notice and date	Vacancy circular Nos. _____ Date:
Post against which application has been submitted	GM(Civil) – VC No. 80/21(D) Jt.GM/Dy.GM(Civil) – VC No.81/21(D) Manager(Civil) – VC No.82/21(D) Jt.GM/Dy.GM(Mech)- VC No.83/21(D) Manager(Mech) – VC No.84/21(D) Dy.GM(Operation) – VC No.85/21(D)
Mode of appointment	Deputation
Choice of station (wherever applicable)	Machilipatnam/Vijaywada/Chennai

## Personal details

1	Name		
2	Gender		
3	Service		
4	Department		
5	Category		
6	Date of Birth		
7	DITS (Date of entry into Time Scale)		
8	Present pay band with grade pay and basic pay as on date of application.		
9	Present Designation & Organization		
10	Contact Details		
(a)	Email ID		
(b)	Telephone (O)		
(c)	Telephone (R)		
(d)	Mobile No.		

## 11. Educational Qualifications

SN	Qualification/Degree	Year	Division	Institution/University, place/Country

12. Experience Details

SN	Designation & Organization with place of posting	Grade (i.e. C/B/SS/JAG/SG/SAG)	Gr.	From	To

I certify that the details furnished by me are true and I am eligible for the post as per the criteria laid down in the vacancy circular.

Name and Signature

Place

Date