

Rail Land Development Authority

(A Statutory Authority under Ministry of Railways Government of India)

"RECRUITMENT ON DEPUTATION BASIS"

Advt. No: 01/2016 RLDA/HRD Dated 7th JANUARY 2016

Rail Land Development Authority (RLDA) is a statutory Authority, under the Ministry of Railways, set-up for development of vacant Railway Land for commercial use for the purpose of generating revenue by non-tariff measures. RLDA provides attractive house lease, medical & other facilities & allowances to its officers & staff. **Railway officers are allowed to carry his TADK and are also eligible to avail the facility of Privilege pass/PTOs/Duty card pass in lieu of entitled metal pass.**

Applications are invited from dynamic, experienced and motivated Persons working in Central Govt. / State Government/ Indian Railways /Central & State Public sector undertakings (PSUs)/ Statutory Authorities for the under mentioned posts **on deputation basis only.** The Normal Tenure of deputation is three years from the date of joining, extendable upto five years:

S. No.	Post	No. of Vacancies	Pay scale, Grade Pay	Eligibility Criteria	Desirable
1.	JGM/HRD	01	Rs. 37400 – 67000 with grade pay Rs. 8700/- (RP)	Working on analogous posts or SG/JAG officer working on regular posts of IRPS Cadre of Indian Railways or personnel officers having corresponding grade and 9 years Group 'A' service on regular posts in Personnel Depts. Indian Railways.	Previous experience of Land/Estate Management.
2.	Secretary	01	Rs. 15600-39100 with grade pay Rs. 7600/- (RP)	Group 'A' officers of Indian Railways with a minimum of 7 years or Senior Scale / JAG Officer / RBSS officer with a minimum of 13 years approved cumulative service in Gazetted cadre except stenographic cadre.	(i) Experience in handling legal/administration/PR matters in any organization. (ii) Experience of working in organizations / areas connected with Land Management. (iii) A degree in MBA / LLB / Member of the Institute of Companies Secretaries of India.
3.	Manager/RTC	01	Rs. 15600-39100 with grade pay Rs. 6600/- (RP)	Working on analogous posts or a Group 'B' Gazetted Officer working on regular posts in the pay scale of Rs. 9300-34800 with grade pay of Rs. 4800/- (RP) from Traffic/Commercial Cadre of Indian Railways / Railway PSUs/Statutory Authorities.	Experience of working in organisations/areas connected with land management.
4.	Assistant Legal Advisor	01	Rs. 15600-39100 with grade pay Rs. 6600/- (RP)	An officer holding analogous post or working in a grade not lower than Rs.9300-34800, with GP of Rs. 4800/- Group 'B' Gazetted on regular basis in Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authorities. Essential: Possessing the Degree in Law from a recognized University or equivalent.	Experience in dealing with Real Estate / Land / Revenue matters / Contractual matters / Arbitration matters / Service matters /Company Law matters.
5.	Principal Private Secretary	02	Rs. 15600-39100 with grade pay Rs. 6600/- (RP)	Working on analogous post or a Group B Gazetted Officer of stenographic cadre working on regular posts in the pay scale of Rs. 9300-34800/- GP Rs. 4,800/- in Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authorities.	
6.	Office Assistant / Projects	02	Rs. 9300 – 34800 with grade pay Rs. 4600/- (RP)	Candidates working in a Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authority's employee working on regular basis in the analogous post or in the immediate next below pay scale i.e. Rs. 9300-34800 with GP of Rs.4200/- (revised) on regular basis in the clerical cadre. Essential: Candidate should have good knowledge in establishment matters along with good working knowledge of computer and typing with reasonable speed.	i) Experience in Tendering work. ii) Knowledge of Computer.
7.	Office Assistant / Protocol	01	Rs. 9300 – 34800 with grade pay Rs. 4600/- (RP)	Candidates working in a Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authority's employee working on regular basis in the analogous post or in the immediate next below pay scale i.e. Rs. 9300-34800 with GP of Rs.4200/- (revised) on regular basis in the clerical cadre. Essential: Candidate should have knowledge regarding store, purchase, procurement, maintaining account, arranging travel facilities for the organization etc.	i) Experience in Tendering work. ii) Knowledge of Computer.

S. No.	Post	No. of Vacancies	Pay scale, Grade Pay	Eligibility Criteria	Desirable
8.	Office Assistant / Law	01	Rs. 9300 – 34800 with grade pay Rs. 4600/- (RP)	Candidates working in a Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authority's employee working on regular basis in the analogous post or in the immediate next below pay scale i.e. Rs. 9300-34800 with GP of Rs.4200/- (revised) on regular basis in the clerical cadre. Essential: Candidate should have good knowledge in establishment matters along with good working knowledge of computer and typing with reasonable speed.	i) Experience in Tendering work. ii) Knowledge of Computer.
9.	Office Assistant/Vigilance	01	Rs. 9300 – 34800 with grade pay Rs. 4600/- (RP)	Candidates working in a Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authority's employee working on regular basis in the analogous post or in the immediate next below pay scale i.e. Rs. 9300-34800 with GP of Rs.4200/- (revised) on regular basis in the clerical cadre. Essential: Candidate should have worked either in Engineering/Accounts Department or any Technical Wing of Vigilance Department.	Experience of working in organizations / areas connected with Land Management.
10.	Accounts Assistant	03	Rs. 9300 – 34800 with grade pay Rs. 4800/- (RP)	Working on analogous post or in a grade not lower than revised grade Rs. 9300-34800 with GP of Rs. 4200/- with four years of regular service in Accounts Department of Indian Railways and have working knowledge of computers.	(i) Candidates who have passed the Appendix 2 Exam according to Indian Railways Establishment Manual. (ii) Experience of working in organizations / areas connected with Land / Estate Management.
11.	Private Secretary	03	Rs. 9300 – 34800 with grade pay Rs. 4600/- (RP)	Working on analogous post or an employee of Central Government / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authorities working in stenographic cadre on regular posts and in a grade not lower than Rs. 9300 – 34800 GP Rs.4200/-. Essential: Employees should be from stenographic cadre and have proficiency in typing, shorthand and knowledge of computers.	
12.	Upper Division Clerk	03	Rs. 5200 – 20200/- with grade pay Rs. 2400/- (RP)	A Central Govt. / State Govt. / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authorities employee working on analogous post or an employee working on regular basis in a grade not lower than Rs.5200 – 20200/- GP Rs. 1900/- with two years service in clerical cadre. Essential: Employees should have proficiency in typing @ 35 w.p.m. and knowledge of computers.	
13.	Lower Division Clerk	06	Rs. 5200 – 20200/- with grade pay Rs. 1900/- (RP)	A Central Government / State Government / Indian Railways / PSUs of Central Govt. & State Govt. / PSEs / Statutory Authorities employee working on analogous post or an employee working for 3 years on regular basis in a grade not lower than Rs.5200-20200 GP Rs.1800/-. Essential: Employees should have proficiency in typing @35 w.p.m and knowledge of computers.	

Note: Equivalency between CDA and IDA pattern of scale in RLDA

1. SG post (CDA- Rs 37400 –67000 Grade Pay Rs. 8700) – IDA equivalent in RLDA- Rs 36600-62000.
2. JAG post (CDA- Rs 15600-39100 Grade Pay Rs. 7600/-) – IDA equivalent in RLDA- Rs 32900-58000.
3. Senior Scale Officer (CDA- Rs. 15600-39100 Grade Pay Rs. 6,600)- IDA equivalent in RLDA -Rs. 29100-54500.
4. Gazetted Officer (CDA- Rs. 9300-34800 Grade Pay of Rs. 5400)- IDA equivalent in RLDA -Rs. 24900-50500.
5. Gazetted Officer (CDA- Rs. 9300-34800 Grade Pay of Rs. 4800)- IDA equivalent in RLDA -Rs. 20600-46500.
6. Non-Gazetted staff (CDA- Rs. 9300-34800 Grade Pay of Rs. 4600)- IDA equivalent in RLDA -Rs. 12600-32500
7. Non-Gazetted staff (CDA- Rs. 9300-34800 Grade Pay of Rs. 4200)- IDA equivalent in RLDA -Rs. 12300-28600
8. Non-Gazetted staff (CDA- Rs. 5200-20200 Grade Pay of Rs. 2400)- IDA equivalent in RLDA -Rs. 10000-22900
9. Non-Gazetted staff (CDA- Rs. 5200-20200 Grade Pay of Rs. 1900)- IDA equivalent in RLDA -Rs. 6100-13200
10. Non-Gazetted staff (CDA- Rs. 5200-20200 Grade Pay of Rs. 1800)- IDA equivalent in RLDA -Rs. 5800-12000

PROFORMA FOR APPLICATION

1. Post applied for, 2. Name (in BLOCK letters), 3. Date of Birth, 4. Correspondence Address with Telephone Number, Email, 5. Qualifications (a) Educational (b) Technical 6. Experience (Posts held from time to time).

S.No.	Name of the Employer	Period (from - to)	Scale of Pay	Duties Performed

7. Present Grade/Pay (on regular basis) (IDA/CDA), if in IDA scale then the equivalent CDA scale as per eligibility Need to be given (Equivalency table is available at RLDA website)
8. Date from which in present grade (regular)
8. Name of Organisation presently working with complete address
9. Date, Post & Pay Scale of initial Appointment (Govt.), 10. Substantive Post/Grade & Pay Scale (IDA/CDA),
11. Special mention, if any

Signature of the candidate
With complete correspondence address

CERTIFICATE

(To be filled by Cadre Controlling Officer of the organization where the employee is working and empowered to forward the application)

This is to certify that:

1. The service particulars furnished by Mr./Mrs./Ms.. _____ have been verified from his service record and found correct.
2. Attested copies of the ACR's for the preceding 5 years are enclosed.
3. There is no DAR/SPE/VIGILANCE cases pending or contemplated against Shri/Smt. _____ and his/her integrity is hereby certified.
4. If the Employee is selected for appointment on deputation in the Rail Land Development Authority, he/she will be relieved **within 15 days** of receiving the intimation in this Office.

Date:

Signature of the Competent Authority _____
Name of the Officer _____
Designation of the Officer _____
Official Telephone & mobile no. _____

(Office Seal)

Instructions:

1. **Presently, all vacancies are based in Delhi and the number of vacancies may increase or decrease.**
2. Willing and eligible candidates may send their application in the prescribed proforma **through proper channel** along with certification of verification and correctness of service particulars, attested copies of up dated ACR's for last five years and SPE/DAR/VIGILANCE clearance to Joint General Manager (HRD), Rail Land Development Authority, Near Safdarjung Railway Station, Moti Bagh-I, New Delhi-110021 **within 30 days of publication in Employment News.**
3. Applications received other than through proper channel and without verification of service particulars, SPE/DAR/VIGILANCE clearance and enclosure of ACR's will not be considered.
4. Employees those who are applying for the post against this advertisement will not be allowed to withdraw their candidature.
5. On joining RLDA the salary of selected candidates will be fixed as per CDA scale (para 5 of DOPT OM mentioned in point 8 below will be applicable to those coming from IDA scale to CDA scale) only.
6. If at any point of time during deputation the information given by the candidates is found to be wrong/incorrect then the employee will be repatriated immediately. Further communication in this regard from the parent organisation or employee concerned will not be entertained.
7. Employee may also send an advance copy of application to the Authority by post to the above mentioned address for information. However, employee may ensure the timely forwarding of his/her application from the employer and his/her eligibility for candidature will not be considered based on his/her advance copy of application.
8. Employee/Employer may ensure eligibility criteria are fulfilled before applying/forwarding.
9. The period of deputation including 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 three years. The appointment on deputation shall be governed by the terms and conditions laid down in Department of Personnel & Training O.M.No.6/8/2009-Estt. (Pay II) dated 17.06.2010 as amended from time to time.