

ISSUED ON 26.03.2022

CMD/MD/CHAIRMAN  
ALL PSUs

No. RVNLCO/HR/REG(ABS)/6/2022

VACANCY NOTICE NO. 2022/RVNL/01-LEGAL

ORGANIZATION	:	RAIL VIKAS NIGAM LTD. (RVNL)
TITLE & NO. OF POSTS	:	AGM/JGM/Sr. DGM(LEGAL) – 1 POST
LOCATION	:	CORPORATE OFFICE (DELHI)
SERVICE/DEPARTMENT	:	LEGAL
TERMS OF APPOINTMENT	:	ABSORPTION
AGE	:	NOT ABOVE 57 YEARS (RELAXATION IN AGE CAN HOWEVER BE CONSIDERED IN DESERVING CASES)
SCALE OF PAY	:	IDA SCALE
EDUCATIONAL QUALIFICATION	:	LLB FROM UNIVERSITY OF REPUTE IN INDIA. PREFERENCE WILL BE GIVEN TO CANDIDATES POSSESSING LLM.
EXPERIENCE	:	I. PREFERENCE WILL BE GIVEN TO THE CANDIDATES WHO ARE HEADING LEGAL DEPARTMENT IN PUBLIC SECTOR COMPANY. II. DEALING WITH MATTERS RELATED TO TENDORS/CONTRACTS/ ARBITRATIONS/DEPARTMENTALMATTERS/RTI/AGREEMENTS/LAND CASES/LABOUR CONTRACT CASES ETC.
MINIMUM ELIGIBILITY	:	<b>AGM - E-7 {Rs.100000-260000/- (IDA)}</b> (i) posts in analogous grade (IDA) OR (ii) posts carrying grade Rs.90000-240000/- (IDA) for last three years  <b>JGM -E-6 {Rs.90000-240000/- (IDA)}</b> (i) posts in analogous grade (IDA) OR (ii) posts carrying grade Rs.80000-220000/- (IDA) for last three years  <b>Sr. DGM -E-5{Rs.80000-220000/- (IDA)}</b> (i) posts in analogous grade (IDA) OR (ii) posts carrying grade Rs.70000-200000/- (IDA) for last three years
PHYSICAL & MEDICAL FITNESS	:	APPLICANT SHOULD BE PHYSICALLY AND MEDICALLY FIT. IN CASE OF SELECTION, CANDIDATE WILL HAVE TO UNDERGO MEDICAL EXAMINATION AS PER THE CORPORATION'S POLICY.
SELECTION PROCESS	:	1. SUITABLE CANDIDATES WILL BE SHORTLISTED BASED ON THEIR ELIGIBILITY/EXPERIENCE IN THE RELEVANT FIELD AND MAY BE CALLED FOR INTERVIEW. 2. CANDIDATE WILL BE OFFERED POSITION ON IMMEDIATE ABSORPTION BASIS AS PER THE SUITABILITY DECIDED BY SELECTION COMMITTEE.
COMPENSATION PACKAGE & POSTING	:	THE CORPORATION OFFERS ATTRACTIVE PAY, PERKS AND ALLOWANCES ATTACHED TO THE POST / GRADE AS PER COMPANY POLICY.



## HOW TO APPLY

1. APPLICATIONS WILL BE ACCEPTED ONLINE THROUGH EMAIL AT [malhotra2303@gmail.com](mailto:malhotra2303@gmail.com). THE FOLLOWING DOCUMENTS **SHOULD BE ATTACHED WITH THE APPLICATION:**
  - (i) EDUCATIONAL QUALIFICATION (MATRICULATION ONWARDS)
  - (ii) EXPERIENCE CERTIFICATE(s)
  - (iii) PROOF OF PRESENT EMPLOYMENT/ LEVEL
  - (iv) NOC FROM THE EMPLOYER (IN CASE OF NON-AVAILABILITY, AN UNDERTAKING TO SUBMIT THE SAME AT FURTHER STAGE OF SELECTION)

\*APPLICATION ALONGWITH SUPPORTING DOCUMENTS SHOULD BE SENT IN SINGLE PDF.

\*WITHOUT SUPPORTING DOCUMENTS, APPLICATION SHALL NOT BE ENTERTAINED.

2. PRINT-OUT OF THE APPLICATION ALONG WITH SUPPORTING DOCUMENTS, SHOULD BE SENT TO RVNL CORPORATE OFFICE (NEW DELHI), AT ROOM NO.283.

NOTE	:	CUT OFF DATE FOR AGE AND ELIGIBILITY WOULD BE RECKONED AS ON CLOSING DATE OF VACANCY NOTICE
WEB ADDRESS	:	<a href="http://www.rvnl.org">www.rvnl.org</a> - Career - Jobs
CLOSING DATE	:	30 DAYS FROM DATE OF ISSUE

**CANDIDATES MAY APPLY THROUGH PROPER CHANNEL FOR SELECTION ON IMMEDIATE ABSORPTION BASIS TO THE ABOVE-MENTIONED VACANCIES IN THE PRESCRIBED PROFORMA AVAILABLE AT THE WEB ADDRESS INDICATED ABOVE.**

  
(R. K. Malhotra)

Additional General Manager/HR  
RVNL/CORPORATE OFFICE

**PRESCRIBED PROFORMA**

**FOR SUBMISSION OF APPLICATIONS ON ABSORPTION BASIS**

Affix here passport  
size photograph

1	Name	
2	Father's Name	
3	Date of Birth	
4	Sex	
5	Status (Married/Single)	
6	Whether SC/ST/OBC/Minority (Copy of caste certificate be enclosed)	
7 (i)	Address with contact number	
(ii)	Mobile No	
(iii)	e- mail address	
8	Details of Dependents (Name, Age & Relationship)	
9	Hobbies/Extra Curricular Activities	
10	Present Organisation in which you are working, its address and Phone Numbers	
11	a) Present Position b) Date of Appointment on the Present Position c) Present Pay scale / Emoluments	

12	a) Date of Appointment in Railways/Other Department b) Grade/Pay/Scale at the time of Appointment in Rlys/ Other Department c) Last position held in Rlys/ Other Department d) Last Grade/Pay/Scale in Rlys/ Other Department e) Date of Retirement/Resignation f) Total Length of service in Rlys/ Other Department g) Pension Details, if any (Copy of P.P.O. to be attached)	
13	Type of Separation from Railways/ Department (Tick the relevant type)	1. Voluntary Retirement 2. Resignation 3. Others (specify)

14 **Educational/Technical Qualification**

Name of Examination	Name of Board/University	Year of Passing	Subjects	% of Marks	Class/ Division

15 **Professional Experience**

(a) **Railway Service**

SN	Name of Organisation & Address with Place of Posting	Desig	Scale of Pay/	From	To	Nature of Work

(b) **Other than Railway Service**

<b>SN</b>	<b>Name of Organisation &amp; Address with Place of Posting</b>	<b>Design.</b>	<b>Scale of Pay /Emoluments</b>	<b>From</b>	<b>To</b>	<b>Nature of Work</b>
16	Details of Punishment if any in the last 10 years					
17	Details of Awards, if any					
18	Have you ever been involved in any anti-national activities (Tick)			(Yes / No )		
19	Have you ever been convicted, If yes, details					
20	Any criminal case lodged against you, If yes, details					

21. **Declaration**

1. I hereby solemnly affirm that the statement made and information furnished by me in the above proforma is true and correct.
2. I have not concealed any information.
3. However, if any information furnished herein is found to be fraudulent, incorrect and untrue, I understand that I am liable to criminal prosecution and I also agree to forgo my appointment if made.
4. I agree to abide by the Rules and Regulations of RVNL.
5. I also hereby certify that neither I have been compulsorily retired from Railway Service as punishment/penalty under RS (D&A) Rules, 1968 nor prematurely retired under Rule 1802, 1803 & 1804 of IREC-Vol-II. My service certificate is enclosed (only in case of ex-Railway servants).

Place\_\_\_\_\_

Signature of Candidate

Date\_\_\_\_\_

**UNDERTAKING**

In the event of my selection as ..... in RVNL, I will  
tender my resignation in my Parent Organization. i.e.....  
.....

Name\_\_\_\_\_

Designation \_\_\_\_\_

Railway\_\_\_\_\_ Station\_\_\_\_\_

Date \_\_\_\_\_

**AFFIDAVIT**

I.....S/o..... while working as ....., do hereby solemnly affirm and declare that I am free from D&AR/SPE/Vigilance angle and no proceedings have been contemplated or pending against me in the said organization.

In case any information comes to my notice, I will inform RVNL of the same immediately.

I, further, understand that if any adverse information comes to the notice of RVNL which was not disclosed by me, in addition to termination of Service, other actions as deemed fit would be taken by RVNL.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Design \_\_\_\_\_

Organization \_\_\_\_\_

**VERIFICATION**

I declare that the information furnished by me in the Application Form is true to the best of my knowledge and belief and that nothing has been concealed.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name \_\_\_\_\_

Design \_\_\_\_\_

Organization \_\_\_\_\_



**(Certificate to Be Furnished by the Employer/Head of Office/ Forwarding Authority)**

1. Certified that the particulars furnished by \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in the vacancy circular.
2. Also certified that: -
  - i) There is no vigilance or disciplinary case pending/contemplated against Shri/Smt. \_\_\_\_\_
  - ii) His/her integrity is certified.
  - iii) His/her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years duly attested by an officer of the rank of JAG, are enclosed.

Signature \_\_\_\_\_

Name & Designation \_\_\_\_\_

\_\_\_\_\_

Telephone No, \_\_\_\_\_

Office Seal \_\_\_\_\_

**List of enclosure:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_