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KONKAN RAILWAY CORPORATION LIMITED
(A Government of India Undertaking)
Belapur Bhavan, Plot no.6, Sector 11, CBD Belapur, Navi Mumbai – 400 614

CO-13014(11)/8/2019-PERS (35055) Date:30/05/2024

Employment Notification No.CO/P-R/2C/2024

Konkan Railway Corporation Limited (KRCL), a Public Sector Undertaking under the Ministry of Railways having its Corporate Office at CBD Belapur, Navi Mumbai, invites applications for the following posts in Accounts department for various projects being executed by KRCL on fixed term contract basis and on fixed remuneration basis for initial period of one year.

POST	UR	TOTAL
Jr. Accounts Manager	1	1

I) Monthly remuneration

Sr. No	Category	Basic Pay
1	Jr. Accounts Manager	Rs.47,600/-

Note: In addition to the Basic Pay,

a) House Rent Allowance and Conveyance allowance as per the rates and City classification prescribed in the pay commission will be paid subject to the condition that accommodation and vehicle are not provided.

b) Dearness allowance on Basic pay will be paid at the rate applicable at the time of the date of joining.

The rate of Dearness allowance will be revised to the prevailing rate along with revision of Basic Pay after completion of every one year period of contract subject to extension of contract period.

The basic pay will be revised to the next stage in PML after completion of every year of contractual engagement subject to extension of contract tenure. However, exception can be made in deserving cases as per the policy of Konkan Railway Corporation Ltd.

II) Other allowances/Facilities:

a) Reimbursement of premium paid for Life insurance to the extent of Rs. 500/- per month obtained from a recognized Insurance company. The reimbursement will be made on production of original receipt of payment of the premium.

b) **Mobile phone allowance:** KRCL will reimburse Rs. 750/- for Jr. Accounts Manager towards usage of mobile phone on submission of necessary bills / vouchers.

c) **Health Benefits-** Rs.500/- per month towards expenditure for OPD facility. Reimbursement of premium of Health policy to the extent of Rs. 500/- per month of Health policy of recognized insurance company on production of original receipt of payment of the premium.

d) TA as per the rates prescribed in Pay Commission whenever the candidate is required to travel for official work.

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e) Travel facilities:-

i) For travel on duty, Railway Pass will be issued in accordance to the guide-lines issued by KRCL from time to time.

ii) Facility of Air Travel may be provided in exceptional cases for travel on duty.

iii) In case of travel by road on duty, reimbursement as per the recommendation of Pay commission.

f) Rest House and Hotel:- Rest House of KRCL, if available will be provided while on duty, if not, reimbursement of hotel charges as per rates fixed by KRCL will be allowed, on production of vouchers.

g) Leave:-Contract appointee will be entitled for fully earned leave of 15 days on completion of every 6 months of contract period. This leave can be accumulated. However, no encashment is permitted. In addition, the appointee will be eligible for 8 days Casual Leave during the year of contract. Weekly off and other public holidays, as applicable to the attached offices, at the place of posting will be applicable. Normal working hours as applicable or as intimated at KRCL project sites are to be followed. During exigencies, some extra hour working will be required but no extra over time or any other type of allowance/ compensation for working beyond the nominated hours shall be paid by KRCL as the remuneration fixed per month includes this. The candidate does not have any type claim for working extra hours. Leave to be availed only after valid sanction as per KRCL norms from the controlling authority and if the candidate avails leave without valid sanction, the same will be treated as Absent without Pay.

h) Maternity benefits: For Female contractual employees, Maternity benefits as per Maternity Benefit Act, 1961 would be extended.

i) Other benefits:

In exceptional cases, the contractual employee may be upgraded to the next higher level on the recommendation and justification of the concerned HOD provided he/she has worked for two years in KRCL subject to availability of vacancy at that level. Any such up-gradation will be done after screening and personal interview of the candidate by an appropriate screening committee and approval of Competent Authority.

III) Educational qualification, experience and age details.

Sr. No	Category	Essential educational Qualification	Qualifying Professional experience	Age Limit (As on 01/06/2024)
1	Jr. Accounts Manager	CA / CMA Inter	05 years of relevant experience	35 years

IV) Place of posting: Office of the Regional Railway Manager, Opposite Karwar Railway Station Building, Shirwad, Karwar, Karnataka State.

INSTRUCTION SHEET

A) Age:

(i) The candidates should not be more than prescribed age as on 01/06/2024. Age relaxation for Ex-servicemen is discretionary.

(ii) Candidate fulfilling criteria may report directly for walk-in interview along with one copy of application prepared in the prescribed format as Annexure-A attached along with original certificate and one set of self attested copies of all required certificates (age proof, qualification, experience, etc.).

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B) Mode of Selection: WALK – IN – INTERVIEW

C) Date, time and place of walk-in interview:

Date of interview	Registration Time:	Venue
14/06/2024	09.30 hrs to 11:30 hrs only on the date of walk-in-interview	Office of the Regional Railway Manager, Opposite Karwar Railway Station Building, Shirwad, Karwar, Karnataka.

After preliminary screening of the applications submitted by the candidates in person, the provisionally eligible candidate(s) will only be interviewed. Candidates should come prepared to stay for minimum 2 days, if required, at their own cost. No train/bus fare/ TA/DA shall be payable by the Corporation. Applications should be completed and strictly as per the prescribed format. Applications not conforming to the prescribed format or having illegible/ambiguous certificates or without certificates or incomplete will be summarily rejected.

D) Self attested Documents to be attached with the filled application:

MANDATORY DOCUMENTS

1. Copies of certificate in proof of qualification (As per the qualification specified in Notification)
2. Copy of Proof of Date of Birth (SSLC/SSC Certificate/Birth Certificate)
3. Copy of service certificate in support of claims for Ex- servicemen, if any.
4. Two passport size recent photographs.
5. Copy of document regarding professional experience, last served and others.
6. Character certificate from Gazetted officer/Executive officers for certifying that he/she is bearing good moral character.

RECOMMENDED DOCUMENTS

1. Copy of employment letter issued by previous as well as present employer.
2. Copy of Form 16 issued by previous / present employer.
3. Copy of document indicating Employees Provident Fund (EPF) Number/PF Number.

E) General Information (Applicable to all applicants):-

1) Candidates who fulfil the eligibility criteria only, will be interviewed.
2) Candidates are advised to check their eligibility before walk-in-interview.
3) The candidates must attach self attested photocopy in proof of age, educational qualification along with mark sheets of all semester / years of Degree, experience, certificate in support of claims for Ex-servicemen etc. failing which candidate will not be eligible for interview.
4) Candidate should bring one character certificate from Gazetted Officer/Executive Officer for certifying that he/she is bearing good moral character.
5) Incomplete or vague educational qualification will be invalid.
6) Even after contractual agreement, if any document / certificate / information are found incorrect or false in any scrutiny or verification, then the contractual service will be immediately terminated forthwith without assigning any reason and prior notice, besides legal action which may also be initiated.
7) The Corporation reserves the right to cancel / restrict / curtail / enlarge the contract engagement process, if need so arises, without any prior notice and without assigning any reasons therefore.
8) If Candidate is already working in KRCL on contract basis and selected against this notification, he/she does not require to follow the condition of notice period for joining new post. However, relieving letter from concerned Konkan Railway authority will be required at the time of joining new assignment.
9) No accommodation will be provided. No Food or Food/Mess Allowance will be paid by KRCL.

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F) Selection process:-

1. The candidates shall arrive at the time and venue and get registered with the nominated KRCL official for the walk-in-interview as indicated. Group Discussion (GD) or any other elimination round, can be introduced depending on the number of candidates and those candidates who get through in the elimination round will be called for interview.

2. The candidate will be interviewed by a nominated Committee and the selection will be finalized on merit based on the performance in the interview, qualification and post qualification experience gained by the Candidate.

3. The decision of the Nominated Committee of KRCL shall be final and binding.

G) The other broad terms of contract are given below for information of the candidate which are subject to changes at the time of actually entering into the contract, at the discretion of KRCL, which may please be noted:-

1. The period of contract will be initially for a period of one year, extendable further for the required period based on satisfactory performance, mutual consent as well as requirement of KRCL, if any. Remuneration may be revised from the 2nd year onward as decided by the Corporation.

2. The contractual service is required for various projects except USBRL Project of Konkan Railway. Selected candidate can be posted and transferred at anytime, anywhere to the project sites during contract period based on the requirement of KRCL.

3. Panel of standby candidates over and above requirement will be maintained as per merit as decided by KRCL. Such candidates may be engaged as per requirement of KRCL projects other than USBRL Project within the validity of panel. **Posts notified are not regular establishment posts.**

4. The Corporation reserves the right to terminate the contract as per the decision of the Corporation without assigning any reason or if the contract appointee is found unsuitable, by giving one month notice or payment in lieu thereof. Similarly, the appointee will be required to give one month notice to KRCL for termination of contract.

5. Selected candidates will be required to execute agreement and indemnity bond of Rs. 50,000/- in favour of Konkan Railway Corporation Limited on Rs. 100/- stamp paper to serve the Company for the period of one year or any further extended period.

6. The candidate selected for the above contractual agreement shall not be absorbed in KRCL regular service. The candidate therefore, shall not have right to claim for permanent absorption in KRCL and shall be required to give an undertaking in writing to KRCL to that effect at the time of joining.

7. The selected candidate shall be paid the consolidated remuneration and allowances/benefits as mentioned herein above and shall not be eligible or entitled to any other benefit or allowance. Further, on engagement, he/she should also attend emergencies and other calls of duties, as demanded and expected, during their day to day activities.

8. In the event the appointee is found involved in undesirable activities such as embezzlement, unlawful activities (including passing on confidential information of KRCL), unauthorized absence, in-subordination or breach of any of the terms of contract without prejudice to the right to initiate civil/criminal proceedings, the contract appointment shall be terminated.

9. Selected candidates shall use electronic resources of KRCL in strict adherence to the policies and guidelines issued by KRCL from time to time. The email account and user ID's created for official purposes shall always be used in a responsible, effective, ethical and lawful manner. Any misuse of these resources and / or putting the Corporation at risk of any liability based on such misuse shall result in termination of employment and appropriate legal action.

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H) The termination of contract and its consequences:-

(a) In addition to the above conditions, the contract agreement shall be terminated on:-

(i) Completion of last day of contract period or any extended period thereon.
(ii) The breach of any terms of contract of employment by contract employee.
(iii) The last day of the one month notice period of termination issued by either side or payment in lieu thereof by either party.

(b) If any litigation on whatsoever account is initiated by or against KRCL, the cause of which lies in contract period, the presence of contract appointee will be required, even after termination or expiry of the contract agreement.

(c) Upon any premature termination or expiration of contract for any reason, the contract appointee shall return to KRCL any property belonging to KRCL, all tools and plants, documents, any passwords or user ids etc. under his/her control. This will include all confidential information regarding work, hard and soft copies of documents and information of whatever description of whatever form, tangible or intangible in his/her possession, together with copies, notes or summaries of such documents and his/her own working papers which are derived or based upon such documents.

(d) They will have to clear all their advance(s) or due(s), if any cash or vouchers or if any financial outstanding liabilities etc.

(e) Contract appointee will be responsible for the acts and omission(s) in the course of contractual service during the period and thereafter.

I) The Contract Appointee shall be governed by Indian Laws and shall be subject to the judicial courts in the concerned State.

J) Statutory Income Tax, Professional Tax and other taxes will be deducted at source, as applicable from time to time.

ANY KIND OF CANVASSING WILL RESULT IN DISQUALIFICATION OF CANDIDATE AT ANY STAGE OF SELECTION WITHOUT ASSIGNING ANY REASON. NO FURTHER CORRESPONDENCE WILL BE ENTERTAINED IN THIS REGARD.

The above terms are broad in nature and only for guidance and are subject to change while entering into agreement at the time of contract appointment.

Date:30/05/2024
Place: CBD Belapur

Chief Personnel Officer

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Annexure-A

APPLICATION FORMAT

EACH ONE OF US IS RESPONSIBLE TO MAKE OUR COUNTRY CORRUPTION FREE
SAY NO TO OFFERING OR ACCEPTING BRIBES.

EMPLOYMENT NOTIFICATION NO & DATE: _____

POST APPLIED FOR: _____

Affix passport size photo (Signed A-crossed)

NOTE: Please note that all the columns given below should be filled in.

1	Name of the Candidate Mr/Mrs/Ms	
2	Father's/Husband's name	
3	Full Postal address with pin code	
4	Mobile number	
5	E-mail address	
6	Date of Birth (DD/MM/YYYY)	
7	Age as on 01.06.2024	.....Years.....months.....days.
8	Gender: Male/Female	
9	Community: SC/ST/OBC -NCL /GEN	

Education Qualification:

Name of Examination	Year of passing	Name of Board/University	Aggregate % of marks obtained

Other Qualification: _____

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Professional Experience:

Sr. No	Posts Held	From - To	No. of years	Pay scale/ Monthly remuneration	Organization and brief description of job	Any other details

Current place of working, post held and substantive pay level: _____

I hereby declare and certify that the above information is true and correct to the best of my knowledge. If any information furnished by me is found to be incorrect /false, my application shall be liable to be rejected/my services are liable to be terminated at any stage, if recruited.

Signature of applicant:_____

List of documents enclosed (Please indicate 'TICK' [√] in the box)
(NOTE: FAILURE TO ATTACH ANY OF THESE DOCUMENTS MAY RENDER THE APPLICANT INE LIGIBLE)

MANDATORY DOCUMENTS

Self attested copies of certificate in proof of qualification (As per the qualification specified in Notification)

a. Self attested copies of certificate in proof of qualification (As per the qualification specified in Notification) ☐
b. Self attested copy of Proof of Date of Birth (SSLC/SSC Certificate/Birth Certificate). ☐
c. Self attested copy of service certificate in support of claims for Ex- servicemen, if any. ☐
d. Two passport size photographs. ☐
e. Self attested copy of document regarding Professional experience, last served and others. ☐
f. Character certificate from Gazetted officer/Executive officers for certifying that he/she is bearing good moral character. ☐

RECOMMENDED DOCUMENTS

a) Self attested of employment letter issued by previous as well as present employer. ☐
b) Self attested of Form 16 issued by previous / present employer. ☐
c) Self attested document indicating Employees Provident Fund (EPF) Number/PF Number. ☐

I hereby certify that I have read and understood all the instructions regarding the Notification for this Post as given on website www.konkanrailway.com

Signature of applicant:_____
Name of applicant:_____

Date:
Place: