

**IRCON INTERNATIONAL LIMITED**

(A Public Sector Undertaking under the Ministry of Railways)
 Regd. Office: C-4, District Centre, Saket, New Delhi-110 017 (India)
 Tel.: +91-11-29565666, Fax: +91-11-26854000,26522000
 (CIN – L45203DL1976GOI008171)

Web: www.ircon.org

Date: 09.02.2024

Advt. No – 05/2024**Recruitment for various posts in Finance discipline**

IRCON INTERNATIONAL LIMITED is a listed Navratna Central Public Sector Undertaking under the Ministry of Railways engaged in the construction of turnkey infrastructure projects in Railways, Highways, Buildings, Power sector, etc. The Company has recorded a turnover of more than 10261 crores in the year 2022-23. The Company has successfully completed large value Railway and Highway Projects over the years in India and abroad including Malaysia, Bangladesh, Algeria, Iraq, Jordan, Saudi Arabia, Indonesia, Turkey, Nepal, Srilanka etc.

The Company invites applications for following **regular posts in Finance discipline** for which eligibility criteria and other details are tabulated below:

Post & Scale of Pay	Essential Qualification as on 01.01.2024	Maximum age as on 01.01.2024*	Post qualification Experience** criteria as on 01.01.2024
Deputy General Manager/Financial Analysis (E-4) Scale of Pay – Rs. 70000–200000/- + allowances + PRP (IDA) Total Post: 01 (UR)	CA/ICWA with not less than 55% marks. Or Two years full time MBA or equivalent full time PG Degree or full time PG Diploma with specialization in Finance with not less than 55% marks from institute of repute duly approved by Govt./ recognized by AICTE/UGC Or Equivalent full time PG Degree in Finance from reputed International Universities.	41 years	<ul style="list-style-type: none"> ➤ If working in PSU/Central Govt./State Govt./Railways: Total Experience- 9 years and Presently working in scale of Rs. 70000–200000 (IDA) / Level 11 (CDA) or working for 2 years in scale of Rs. 60000-180000 (IDA) / Level 9 (CDA) ➤ If working in Public Sector Bank/Other Government organization where CDA/IDA pay scale is not followed: Total Experience: 9 Years and CTC: Presently drawing CTC of not less than 19 Lacs per annum supported by Form 16/Earning Card/Salary Slip/Appraisal letter or any other suitable document. ➤ If working in Private Sector Organization or on consolidated pay in PSU/Govt. Organization: Total Experience- 9 years <p>Candidate should have prior experience in Financial Modelling for infrastructure projects and extremely conversant with MS excel. Candidates having prior experience in merger and Acquisition, Debt syndication, valuation adviser, transaction adviser, bid preparation and viability measurement will be preferred.</p>

<p>Deputy Manager/ Finance (E-2)</p> <p>Scale of Pay – Rs. 50000–160000/- + allowances + PRP (IDA)</p> <p>Total Posts: 01 (UR)</p>	<p>CA/ICWA</p>	<p>33 years</p>	<p>➤ If working in PSU/Central Govt./State Govt./Railways:</p> <p>Total Experience- 2 years and Presently working in scale of Rs. 50000–160000 (IDA) / Level 8 (CDA)</p> <p style="text-align: center;">or</p> <p>working for 2 years in scale of Rs. 40000-140000 (IDA) / Level 7 (CDA)</p> <p>➤ If working in Public Sector Bank/Other Government organization where CDA/IDA pay scale is not followed:</p> <p>Total Experience: 2 Years and CTC: Presently drawing CTC of not less than 12 Lacs per annum supported by Form 16/Earning Card/Salary Slip/Appraisal letter or any other suitable document.</p> <p>➤ If working in Private Sector Organization or on consolidated pay in PSU/Govt. Organization:</p> <p>Total Experience- 2 years</p> <p>Post qualification experience in project accounts, preparation of financial statements as per Ind AS, budgeting, MIS, compliance to Direct & Indirect Taxation, maintaining cash controls, payment to staff, purchasing, maintaining accounts payable, bills receivables and managing office administration, Project Estimation, Financial Modelling, Treasury & Managing Cash Control. He/She should be proficient in computer related skills preferably SAP-ERP</p>
<p>Assistant Manager/Finance (E1)</p> <p>Scale of Pay – Rs. 40000–140000/- + allowances + PRP (IDA)</p> <p>Total Posts: 01 (OBC)</p>	<p>CA/ICWA</p>	<p>30 years</p>	<p>Preferably having post qualification experience in project accounts, preparation of financial statements as per Ind AS, budgeting, MIS, compliance to Direct & Indirect Taxation, maintaining cash controls, payment to staff, purchasing, maintaining accounts payable, bills receivables and managing office administration, Project Estimation, Financial Modelling, Treasury & Managing Cash Control. He/She should be proficient in computer related skills preferably SAP-ERP</p>

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

** Teaching/ Training/Consultancy/ Freelancing experience shall not be treated as relevant experience.

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

Compensation Package: Basic Pay, Variable DA (presently @43.7%), HRA(depending on place of posting i.e. 27%, 18% & 9% for X, Y & Z grade cities respectively)/ lease rent, Allowances @32% for project location and 30% for Corp. Office, Performance Related Pay (Variable-based on performance rating), Leave Encashment, Mobile phone expenses, Liberal Medical including indoor medical benefits for self and dependents,

Employer's contribution towards EPF & Pension scheme, Gratuity, Welfare schemes and other Fringe benefits as per rules of the Company.

Place of posting: Anywhere in the Projects/Offices of the Company within India or abroad as per company's requirement from time to time.

Selection Process: Eligible candidates will be called for selection process comprising of Written Exam and/or Interview.

Surety Bond: Selected candidates will have to execute a bond of Rupees 3 lakhs to serve the company for at-least three years.

A -: GENERAL INSTRUCTIONS: -

1. The number of posts indicated above may vary based on further assessment of requirement. The company reserves the right to increase, decrease, cancel, restrict & modify the requirement at any point of time without assigning any reason therefor.
2. Candidates working in Government, Semi-Government Organization/Public Sector Undertakings and Autonomous Bodies should apply through proper channel or furnish NO OBJECTION CERTIFICATE at the time of interview. However, in the event of difficulty in forwarding the application through proper channel/getting NOC from their parent department, they may submit an undertaking at the time of interview that they will produce proper relieving order from their organization, in case selected; otherwise they will not be allowed to join. In both cases, pay protection will be given.
3. All information submitted in the application will be verified with original documents at the time of interview/Document verification. 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
4. Candidates not in a position to join within a period of 3 months from the date of release of letter of posting need not apply.
5. Only currently working candidates as on cutoff date will be considered for the post of Deputy General Manager/Financial Analysis & Deputy Manager/Finance and for Assistant Manager/Finance candidate either working or not working as on cutoff date can apply, if they possess essential qualification and post qualification experience (as applicable) as mentioned above.
6. Candidates for the above specified posts are required to make 'Application Fee Payment' through Demand Draft as per the table below:

UR/OBC	SC/ST/EWS/PwD/Ex- Serviceman
Rs 1000/-	Nil

Demand Drafts should be drawn in favour of "IRCON INTERNATIONAL LIMITED" payable at NEW DELHI. The name of candidate, post applied for, advertisement no. and date of birth should be clearly written on the back side of demand draft.

7. Candidates should mention percentage in the fields where percentage is required without rounding off. Percentage obtained in education qualifications as mentioned in consolidated mark sheet issued by University/Institution will be considered. However, in case consolidated marksheet is not being issued by University/Institute, final percentage will be calculated by taking average of all semesters/years.
8. In case CGPA/OGPA/DGPA is mentioned in marksheets, following criteria may be applied:
 1. **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.
 2. **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 application form 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 produced at the time of verification.

9. If the candidate belongs to OBC category, a caste certificate issued by a Competent Authority as applicable for appointment to the services in Govt. of India in proper format will be accepted. **Please note that OBC certificate issued in current financial year only will be accepted as a current proof of your not belonging to “creamy layer” in the OBC category.**

B. If the applications received are more than 100, then the shortlisting criteria for the posts in Finance discipline will be done by giving weightages to below parameter as under:

1. **No. of years of post-qualification experience over and above the minimum experience required (100% weightage):** The marks for this parameter on the basis of no. of years of post-qualification experience possessed by candidates may be allotted as under:

S No	No. of years of post-qualification experience (Over and above the minimum requirement)	Marks
1	Above 5 Yrs	100
2	Above 4 yrs upto 5 yrs	80
3	Above 3 yrs upto 4 yrs	60
4	Above 2 yrs upto 3 yrs	40
5	1 yr & above upto 2 yrs	20

Based on the above formula, the score will be derived for each candidate out of 100 and on the basis of these scores, the candidates will be shortlisted and called for interview in order of merit in the ratio of 1:15 for posts of Assistant Manager/Finance and Deputy Manager/Finance.

C -: INSTRUCTIONS FOR APPLYING: -

Before applying, candidates should ensure that they fulfill all the eligibility criteria mentioned in the advertisement.

1. Eligible candidates **have to apply in prescribed format through off line mode only**. It is advisable that the candidates have a valid e-mail id in order to facilitate faster communication.
2. Application neatly typed on A-4 size paper in the **prescribed format** should be sent to **Joint General Manager/ HRM, IRCON INTERNATIONAL LIMITED, C-4, District Centre, Saket, New Delhi – 110 017** accompanied with the copy of following documents:
 - i. Matriculation certificate for DOB proof.
 - ii. All certificates and marksheets of Essential Qualification and other qualifications, if any.
 - iii. Experience certificates for previous organization and current organization clearly indicating the length and line of experience and pay scale as per eligibility conditions.
 - iv. Preferably NOC/Forwarding of application through proper channel of the present organization. (Please refer clause A-2 of this Advertisement)
 - v. Community certificate/Ex-Serviceman certificate/J&K certificate/PwD certificate (for age relaxation), if applicable.
 - vi. Proof of Pay scale/CTC as applicable in the eligibility criteria.
 - vii. Valid ID proof (PAN/Driving License/Voter id card/Aadhar).

3. Application duly signed by candidate, with passport size photograph affixed & accompanied by copy of above said documents must be sent in a sealed envelope super scribing: **Application for regular post <Post name> vide Advt. No. 05/2024.**

Note: Any application received without copy of complete documents/signature/photograph/Demand Draft (If applicable) will be rejected.

4. Before submitting the application, candidates should ensure that all the entries are properly filled and are correct. Only duly signed applications will be considered.

IMPORTANT DATES:

PARTICULARS	DATES
Date of publication of Advt. in Employment News.	10.02.2024
Last Date of receipt of applications along with all requisite documents in Ircon's Corporate Office, New Delhi	02.03.2024



(Application form for various posts in Finance discipline on regular basis vide Advt. No. 05/ 2024)

Post applied for: _____

1. Name in full (In Block letters) : _____

2. Father's Name : _____

3. Date of Birth (DD.MM.YYYY) : _____

4. Gender (Male/Female/Others) : _____

5. Community : _____
(UR /SC/ ST/OBC/EWS)

5. PwD (Divyang) candidate: Yes/No (Please attach certificate)

J&K Domicile (between 01/01/1980 to 31.12.1989): Yes/No

Ex-Serviceman: Yes/No (If yes please enclose certificate)

9. Marital Status: Married/Unmarried (If married, mention Spouse Name): _____

10. Whether any working/worked employee of IRCON is in relationship/blood relation/nearly relation of applicant -Yes/No (If Yes, please provide following details):

Name: _____ Designation: _____

Place of Posting: _____ Relationship: _____

Nature of Employment: Regular/Contractual/Service Contract/Deputation/Tenure (please tick).

11. Religion: _____

12. Whether belong to Minority: Yes / No

12. Name of Present Organization: _____

(Please tick)

Govt. (Central/State)

PSU

Auto. Bodies

Others

13. Contact No.: _____

E-mail ID: _____

14. Correspondence Address: _____

District: _____

State: _____

Pin code: _____

Country: _____

Please affix self-attested
passport size photo here.

Advt. No. 05/ 2024

15. Qualifications (Academic & Professional):

Exam Passed	Year of Passing	Name of the Instt./ University	Max. marks	Marks obtained	Percentage of marks

16. Post Qualification Experience: (From latest to first)

Post held	Scale of Pay/CTC	Name & address of the Employer	PERIOD			Brief detail of work handled (Attach separate sheet if necessary)
			From date	To date	Total Duration upto (in Yrs. & Months)	

My total length of post qualification work experience is ____ years ____ months and my current pay scale/CTC is _____ since _____ as on 01.01.2024.

17. Details of Computer/ERP proficiency: _____

18. List of Enclosures:

- 1.
- 2.
- 3.
- 4.

Signature of the Candidate
(Name of candidate)

Declaration

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

Date : _____

Place : _____

Signature of the Candidate:

Name of candidate: