



**RAILTEL CORPORATION OF INDIA LIMITED**  
**(A Government of India Undertaking under Ministry of Railways)**  
Regd Office: 6<sup>th</sup> Floor, IIIrd Block, Delhi Technology Park, Shashti Park, New  
Delhi-110053  
Corporate Office: Plot no. 143, Sector-44, Gurgaon -122003  
website: [www.railtelindia.com](http://www.railtelindia.com), CIN: U64202DL2000GOI107905

No. RCIL/2017/P&A/44/29

**RECRUITMENT TO THE POST OF GENERAL MANAGER (TECHNICAL)**  
**FOR NORTH EASTERN AREA**

1. RailTel Corporation of India Limited is a Mini-Ratna (Category-I) Public Sector Undertaking under Government of India.

It is the largest Neutral Telecom Infrastructure of India with a strong footprint in diverse fields of OFC based SDH and IP networks, Tower Co location, Retail Broadband (RailWire), Data Centre, Telepresence and many more. With a huge network of Optic Fiber Cable spread across the length and breadth of the country, RailTel endeavors to bridge the digital divide of India. RailTel takes pride in being part of the Govt of India's path breaking projects- National Knowledge Network (NKN), National Optical Fiber Network (NOFN) and many other strategic projects. RailTel has a sharp focus on enabling India's Knowledge Economy.

We are looking for dynamic individuals to become a part of our team. If you ever aspired to take an unconventional path to contribute towards nation building then we look forward to welcome you to RailTel Family and nurture your talent. At RailTel work means the pride to be a partner in India's Digital Growth shaping the future of our nation.

At this juncture, we require professional in the technical field for which applications are invited from **Indian citizens** for the following position:

2. **DETAILS OF VACANCY & ELIGIBILITY CRITERIA:**

| Name of the Post and Level   | No. of Posts            | Posting location      | Eligibility Criteria   |
|--|-------------------------|-----------------------|--|
| General Manager<br>E-8 Level<br><br>IDA Scale:<br>Rs. 1,20,000<br>-2,80,000<br>(3 <sup>rd</sup> PRC) | 01<br>(un-<br>reserved) | Guwahati<br>/ Dimapur | <b><u>(I) Educational Qualification:</u></b><br>BE/B.Tech/B.Sc.(Engg.) in any of the Engineering branches.<br><b><u>(II) Experience:</u></b><br>The applicant should have minimum 20 years post qualification experience of working in large organization(s) in the following illustrative areas covering Telecom/IT/ICT:<br>- Tender preparation, bid defense, negotiations and agreement signing;<br>- Vendor development and negotiations with vendors on delivery schedules/support services during warranty and post warranty period;<br>- Improvement of margins and managing the cash flow as per plans;<br>- Building the project execution Team including outsourcing partners. Regular review of project execution with the customers;<br>- Liaison with prospective customers in follow up for drawing out specification in tender and help in tender preparation including the prequalification and valuation norms;<br>- Build up customer confidence by ensuring proper services/regular review meetings.<br>- Execution and commissioning of ICT/ telecom projects. |

**Note:**

(i) All the above-mentioned educational / professional qualifications should have been acquired from recognized university / deemed university / autonomous institutions incorporated by an Act of Parliament or State Legislature in India or UGC Act or from institutions recognized by AICTE or any other accrediting organization under the Government of India.

ii) The following qualifications in the relevant branches of engineering will also be acceptable equivalent to BE/ B.Tech:

- (a) Passed Sections A and B of Institution Examinations of the Institute of Engineers (India);
- (b) Passed Graduate Membership Examination of the Institution of Electronics and Telecommunication Engineers (India).

(iii) The selected applicant would have to serve in North East Area for a period of minimum 10 years or date of retirement whichever is earlier though liable to be posted / transferred anywhere in India in administrative interest.

(iv) For computing the length of experience, the experience in Central / State Govt / PSUs / Private sector together shall be taken into consideration.

(v) If the applicant is currently working in private sector, he/she should be holding a level with gross salary of not less than Rs. 3,20,000/- per month during the entire period of last three years and should also satisfy one of the following criteria in addition to eligibility criteria mentioned in para 2 above:

- (a) Annual turnover of their present employer (holding company, if working in a subsidiary company) is Rs.1000 crore or more during the entire period of last three years, or the company should be listed in any stock exchange ; OR
- (b) He/she should have worked in the past in companies (holding company, if working in a subsidiary company) having turnover of Rs.1000 crore or more during the entire period of last three years, or company should be listed in a stock exchange; OR
- (c) He/ she should have worked in the past in a PSU / Govt. organisation in the higher management position for at least 3 years. Here the 'higher management' means positions at E-7 level or above (Scale: Rs. 100000-260000 or above (3<sup>rd</sup> PRC) OR Scale: Rs. 43200-66000 or above (2<sup>nd</sup> PRC)) in case of IDA and Selection Grade (Level 13 or above (7<sup>th</sup> Pay Commission) OR Grade Pay- Rs. 8700 or above (6<sup>th</sup> Pay Commission)) in case of CDA.

(vi) If the applicant is currently working on contract basis in Govt. / PSU, he/she should be holding a level with gross emoluments of not less than Rs. 1,00,000/- per month during the entire period of last three years and should also satisfy one of the following criteria in addition to eligibility criteria mentioned in para 2 above:

- (a) He/she should have worked in the past in private companies (holding company, if working in a subsidiary company) having turnover of Rs.1000 crore or more during the entire period of last three years, or company should be listed in a stock exchange;  
OR
- (b) He/she should have worked in the past in a PSU / Govt. organisation in the higher management position for at least 3 years. Here the 'higher management' means

positions at E-7 level or above (Scale: Rs. 100000-260000 or above (3<sup>rd</sup> PRC) OR Scale: Rs. 43200-66000 or above (2<sup>nd</sup> PRC)) in case of IDA and Selection Grade (Level 13 or above (7<sup>th</sup> Pay Commission) OR Grade Pay-Rs. 8700 or above (6<sup>th</sup> Pay Commission)) in case of CDA.

(vii) If the applicant is currently working in Government/PSU (CDA pattern pay scale), he/she should be in Senior Administrative Grade (Level 14 (7<sup>th</sup> Pay Commission) or Grade Pay-Rs. 10000 (6<sup>th</sup> Pay Commission)); OR in Selection Grade (Level 13 (7<sup>th</sup> Pay Commission) or Grade Pay-Rs. 8700 (6<sup>th</sup> Pay Commission)) with 3 three years service therein; in addition to satisfying eligibility criteria mentioned in para 2 above.

(viii) If the applicant is currently working in PSU (IDA pattern pay scale), he/she should be either working in E-8 level (Scale: Rs. 120000-280000 (3<sup>rd</sup> PRC) or Scale: Rs. 51300-73000 (2<sup>nd</sup> PRC)); OR in E-7 level (Scale: Rs. 100000-260000 (3<sup>rd</sup> PRC) or Scale: Rs. 43200-66000 (2<sup>nd</sup> PRC)) with 3 years service therein; in addition to satisfying eligibility criteria mentioned in para 2 above.

(ix) Such a person, who has already resigned from Government / PSU / Private entity and is not presently working anywhere, is also eligible to apply, subject to the condition that the duration of gap between the date of his/her relieving from services of his/her last employer and the crucial date of determining eligibility (para 4 below) in RailTel is not more than six months in any case. However, the candidate will have to possess the prescribed educational qualifications, experience and also fulfill all the eligibility conditions mentioned in item no. (v), (vi), (vii) or (viii) above as applicable.

**3. MAXIMUM AGE:**

55 years as on the crucial date of eligibility mentioned in Para 4 below.

**4. CRUCIAL DATE FOR DETERMINING ELIGIBILITY:**

Applicants should possess the requisite length of post-qualification experience and should meet all other eligibility criteria as on 12.05.2018.

**5. PAY SCALE (IDA):**

E-8 level: 120000-280000 (3<sup>rd</sup> PRC). The appointment will be made at the minimum of scale of pay plus dearness allowance (IDA) as applicable. Other benefits like HRA/lease, medical benefits, EPF, gratuity, leave encashment, performance related pay etc. shall be as per extant rules of RailTel.

**Note:** In case any serving regular Govt./PSU employee is selected for the said post, the pay drawn in the parent department will be protected.

**6. JOB DESCRIPTION:** The selected candidate will be responsible for telecom related projects and related activities in whole of the North Eastern Area. His/Her responsibilities will cover the following activities which are indicative in nature but will not remain limited to these:

- Tender preparation, bid defense, negotiations and agreement signing;
- Vendor development and negotiations with vendors on delivery schedules/support services during warranty and post warranty period;
- Improvement of margins and managing the cash flow as per plans;
- Building the project execution Team including outsourcing partners. Regular review of project execution with the customers;

- Execution and commissioning of ICT/ telecom projects to the satisfaction of customer.
- Liaison with prospective customers in follow up for drawing out specification in tender and help in tender
- preparation including the prequalification and valuation norms;
- Build up customer confidence by ensuring proper services/regular review meetings.

**7. SELECTION PROCEDURE:**

Final selection will be made on the basis of interview of the shortlisted applicants at the discretion of the management.

**8. PERIOD OF PROBATION:**

One year. The period of probation shall be regulated as per extant RailTel's rules/instructions issued from time to time.

**9. SERVICE AGREEMENT:**

The selected applicant will have to execute a service bond of Rs. Two lakhs to serve RailTel for a minimum period of three years from the date of joining. The service agreement shall have to be signed by one surety and two witnesses.

**10. RESIGNATION:**

Three months advance notice or pay in lieu thereof shall be required before seeking resignation from RailTel. This notice period shall not absolve him /her of the bond liability mentioned at para 9 above and vice-versa.

**11. HOW TO APPLY:**

(i) Only online registration followed by hard copy of the on-line application (alongwith supporting documents) shall be considered. Application through any other mode shall not be entertained. Applicants shall have to pay the application-processing fee of **Rs. 1200/- (Rs.600/- for SC/ST/PwD)**. The fee will be collected through payment gateway only during online registration process. Any processing charges towards the same plus GST etc., if any, will have to be borne by the applicant. Application fee once paid will not be returned under any circumstances.

(ii) RailTel will not be responsible in case of broken transaction during online payment process. It is the responsibility of applicant to ensure that payment has been made successfully. Fee through any other mode of payment, like demand draft, pay order, cheque, postal orders, challan, etc. will not be accepted.

(iii) Candidates are advised in their own interest to register online much before the last date and time. They should not wait till the last date / time of online registration to avoid any possibility of disconnection / inability / failure to log on to RailTel's website on account of heavy load on internet / website jam / disconnection / other network problems.

(iv) RailTel does not assume any responsibility for candidates not being able to submit their application within the last date on account of the aforesaid reasons or for any other reason beyond the control of RailTel.

(v) The applicants are required to have valid e-mail ID & mobile number. They are advised to read the instructions for online submission of applications and then proceed further.

**Procedure for filling up / submission of online application is briefed below:**

|                |  |
|----------------|--|
| <b>Step-1</b>  | Go to URL (www.RailTelindia.com) and click on the link 'Careers'. On the 'Careers' page, check the vacancy for “General Manager (Technical) / NER”.  |
| <b>Step-2</b>  | Read the detailed notification and before submission of application form, the applicant should carefully ensure his / her eligibility for the post being applied for.  |
| <b>Step-3</b>  | Click on the link 'Click here to apply online for this vacancy'.   |
| <b>Step-4</b>  | It will be easy for applicants to complete the application form by keeping the documents like educational details & employment details ready with them before proceeding to fill application form.   |
| <b>Step-5</b>  | Complete the pre-registration process by entering details like first name, last name, father's name, DOB, e-mail ID and password.  |
| <b>Step-6</b>  | Once the pre-registration is complete, the applicant will receive a mail on email ID mentioned in step 5. It will be either in Inbox or in Spam/Junk folder.   |
| <b>Step-7</b>  | Check the email ID to get the user name.<br>Once user name is received, click on candidate login page. Enter the user name, password (as mentioned in step 5) and captcha. Main Registration page will open.   |
| <b>Step-8</b>  | Vacancy name and details mentioned in step 5 by candidate will be shown. You cannot modify the details mentioned in step 5. So, please enter the details during pre-registration stage carefully.<br>One email ID can be used for one pre-registration only.<br>Enter other details like category, mother's name, address, employment details, qualification details, etc. |
| <b>Step-9</b>  | Based on vacancy, certain information regarding experience criteria is sought in the form of a questionnaire, which is mandatorily required to be filled by the candidate in the form of 'Yes/No' response.  |
| <b>Step-10</b> | Candidate needs to upload the photograph and signature in the appropriate space and format and size mentioned in the application form.   |
| <b>Step-11</b> | Once all the details are entered, candidate can either proceed to 'Edit Application' to modify the details entered in main registration page or click on 'Submit' option to proceed to make fee payment.   |
| <b>Step-12</b> | After clicking on submit button, candidate can review the details entered by him/her. This page will give details of the payment to be made by the candidate. Click on 'Make Payment' Button. Payment gateway will open. Candidate needs to enter the details as asked for in payment gateway and make payment accordingly.  |
| <b>Step-13</b> | Candidate will receive payment confirmation mail on email ID mentioned in payment gateway page.  |
| <b>Step-14</b> | Once the payment is received by gateway, candidate can take a print out of the application.  |

**Note:**

- (a) The particulars furnished by the applicant in the online application form will be treated as final. No relevant column of the application form should be left blank; otherwise application form may be rejected. For any problem related to online submission, please send an e-mail to [recttsupport@railtelindia.com](mailto:recttsupport@railtelindia.com).
- (b) The size of the **photograph** to be uploaded should be **20kb to 50kb** and size of the **signature** to be uploaded should be **10kb to 20kb**. Both photograph and signature should be either in **png, jpg or jpeg** format.

(vi) The candidate is required to **SEND THE PRINT OUT OF THE APPLICATION FORM ALONG WITH ALL THE SUPPORTING DOCUMENTS** as mentioned below by post at the following address **so as to reach on or before 25/05/2018 (18:00 Hrs):**

**Dy. General Manager/P&A  
RailTel Corporation of India Limited  
Plot No. 143, Sector-44,  
Gurugram – 122003, Haryana**

**Note:**

- (a) The envelope containing the application should be **superscribed as “Application for the post of General Manager (Technical)/ NER”**.
- (b) Incomplete applications and applications received beyond the stipulated date are liable to be summarily rejected.

**Important: SELF ATTESTED copies of the following documents are to be attached with the application form:**

- (a) Matriculation Certificate (for age proof).
- (b) Certificates and all Mark-sheets in support of the required academic / professional qualification (10<sup>th</sup>, 12<sup>th</sup>, Graduation).
- (c) Certificates and all Mark-sheets in support of higher academic / professional qualifications, if any.
- (d) Certificates as proof of experience clearly indicating the length and field of experience. If an experience certificate is not available in case of any previous employer, the copies of offer of appointment along with first and last pay slips shall be acceptable to ascertain the length of experience under that employer. Only the experience gained after obtaining the requisite degree will be taken into consideration. Internship, trainings, projects etc. which are part of any academic curriculum will not be taken into consideration.
- (e) Proof of requisite annual turnover of companies in which candidate has worked as per requirement of vacancy notice or listing of the company on any Stock Exchange.
- (f) Proof of gross salary in current organization or last organization worked (last three years).
- (g) Appointment letter in support of appointment to the post in the organization currently working along with valid ID card/current pay slip issued by the company
- (h) Caste certificate (SC / ST / OBC(non-creamy layer)) (if applicable).
- (i) Disability certificate (if applicable).
- (j) Photo ID proof and address proof (Passport / Aadhaar card / Driving License / PAN card / Voter I. Card) issued by Central / State Govt.
- (k) CV with self attested photograph thereon (signature on each page).

**Note:**

The provisionally eligible candidates shall be required to produce **original** documents related to educational qualifications, experience, caste certificates etc. for verification at the time of interview / joining.

(vii) **Applicant presently working in private sector** is also required to enclose the certificate showing the length of experience (in the absence of experience certificate from current employer, copy of appointment letter issued by the current employer along with the first and last pay slip should be attached to the application). He is also required to enclose

documentary proofs in respect of total experience in different organizations such as experience certificates (appointment letter, first & last pay slips if experience certificate is not available). He should also attach documents showing the annual turnover of his/her companies (present or previous) and proof of having drawn gross salary of Rs. 3,20,000/- or above per month during the entire period of last three years to substantiate his/her eligibility for the post.

**Note:** Documents mentioned in para 11 (vi) also to be attached.

**(viii) Applicant presently working in the Govt. Departments/PSUs on regular basis** is required to forward his/her application through his/her parent department along with (a) DAR clearance (b) vigilance clearance (c) proof of age (d) copies of educational / professional qualifications and (e) parent department's certificate certifying the length of experience in the department as may have been claimed in his/her application. In case, applicant requests for reckoning his/her previous service (for satisfying the criteria regarding length of experience) rendered in other Govt. / PSUs / Private organization, the applicant need to furnish documents in proof thereof on the same lines as stated in Para 11(vii) above. In case, there is likely to be any delay in forwarding the application through proper channel, applicant is advised to submit his/her application to RailTel and intimate his/her department regarding submission of his /her application in RailTel. In such case, he will be required to produce a 'No Objection Certificate' from his /her department at the time of interview along with documents as mentioned from (a) to (e) above. Selected applicant will be allowed to join RailTel only after he is duly relieved by his/her parent organization.

**Note:** Documents mentioned in para 11 (vi) also to be attached.

**(ix) Applicant presently working in Govt. / PSU on contract basis** is also required to enclose the certificate showing the length of experience (in the absence of experience certificate from current employer, copy of appointment letter issued by the current employer along with the first and last pay slips should be attached to the application). He is also required to enclose documentary proofs in respect of total experience in different organizations such as experience certificates (appointment letter, first & last pay slips if experience certificate is not available). He should also attach documents in proof of having drawn gross salary of Rs. 1,00,000/- or above per month during the entire period of last three years to substantiate his/her eligibility for the post.

**Note:** Documents mentioned in para 11 (vi) also to be attached.

**(x)** Applicants are also required to attach a separate CV detailing their history of employment and experience.

## **12. GENERAL:**

**(i)** The selected candidate will have to undergo pre-appointment medical examination at RailTel's authorized medical attendant and found fit as per RailTel's standards

**(ii)** The selected candidate will have to undergo a detailed background check successfully. If it is found that some of the information furnished is wrong or some vital information on the basis of which the selection has been made, has been concealed by the applicant, his/her candidature will be liable to be cancelled. If such applicant has been selected / appointed, such selection / appointment will be terminated without any show cause notice at any point of time of his/her employment in RailTel.

**(iii)** The selected applicant will have to submit a self-attested copy of Indian passport and Aadhaar Card within a period of three months of joining RailTel's service.

(iv) Applications incomplete in any respect, without sufficient documents to prove their eligibility in all respects or without processing fee shall be rejected.

(v) The process of examination / recruitment shall not involve any correspondence by RailTel with the candidate at any stage regarding deficiency in application / documents / payment of fee etc. It shall be the responsibility of the candidate to satisfy himself that he fulfills the eligibility criteria and also furnish correct, complete & desired information / documents etc.

(vi) At the time of interview, the applicant will have to produce documentary proofs of fulfilling eligibility criteria, failing which he will not be allowed to appear in the interview.

(vii) RailTel reserves the right to fix the minimum standards, mode of selection, number of vacancies, reservation of posts, eligibility conditions, short listing of candidates for interview, etc. No correspondence will be entertained in this regard.

(viii) Applicants should clearly note that RailTel will in no case be responsible for non-receipt of their application on any account, whatsoever.

(ix) Call letters for interview shall be sent via e-mail only.

**13. All information/corrigendum etc. regarding this vacancy notice/selection process shall be posted only on the official website of RailTel Corporation of India Limited i.e. [www.railtelindia.com](http://www.railtelindia.com) and all communication to applicants regarding schedule of interview shall be sent through e-mail only. Therefore, the candidates are advised to keep updating themselves by checking the official website of RailTel regularly.**

**14. Important Dates:**

|   |                               |
|---|-------------------------------|
| <b>Opening Date / Time for Online Registration of Application</b>   | <b>28.04.2018 at 1200 hrs</b> |
| <b>Last Date / Time of Completion of Online Registration/submission of application (including payment of fee)</b> | <b>12.05.2018 at 1200 hrs</b> |
| <b>Last Date / Time of receipt of applications along with supporting documents in RailTel</b>                     | <b>25.05.2018 at 1800 hrs</b> |

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