



इंडियन पोर्ट रेल एंड रोपवे कॉर्पोरेशन लिमिटेड
(पत्तन, पोत परिवहन एवं जलमार्ग मंत्रालय, भारत सरकार के अधीन संयुक्त उद्यम)
Indian Port Rail & Ropeway Corporation Ltd.
(A JV Company under Ministry of Ports, Shipping & Waterways Government of India)
CIN No: U60300DL2015PLC282703
(An ISO 9001, 14001, 45001 & 37001 Certified Company)



Vacancy Circular No. 01/2025

Dated: 16.01.2025


Name of Post	Dy. Manager (Finance & Accounts) (E-1)
Level & Pay-scale/ Remuneration	<p>(I) For appointment on contract for Officers presently working in CDA/IDA Scale: E-1 40000-140000 + IDA + HRA + Allowances under cafeteria approach @35% of Basic Pay & other benefits as admissible in IPRCL. Pay protection will be given to candidates as per DPE Guidelines.</p> <p>(II) For appointment on Contract for Officers presently working in Private Sector: E-1 40000-140000 + IDA + HRA + Allowances under cafeteria approach @35% of Basic Pay & other benefits as admissible in IPRCL.</p> <p>The selected candidate shall be placed at the minimum of Basic Pay. In case of deserving & exceptional candidates, Basic Pay is negotiable.</p> <p>Note : Apart from above, facilities such as Company leased accommodation (in lieu of HRA), Medical Facility (Outdoor & Indoor medical reimbursement), NPS, PRP as per DPE guidelines and reimbursement of cost incurred towards mobile handset & Laptop will be as per Company Policy.</p>
Number of Post Location	01-Bhubaneswar
Age Limit	Upto 32 years.
Essential Qualification	Graduate plus CA / ICWA
Terms of appointment	On Contract for 03 years extendable further upto 02 years based on performance of the candidate and requirement of the Company
Eligibility Criteria	<p>I. For appointment on Contract for Officers presently working in CDA/IDA Scales:</p> <p>Officers should have experience in Finance & Accounts in Govt./PSU/JV Companies under Govt. control subject to the following:</p> <p>(i) For Officers working in CDA scale: Officers working in PB-2 + GP 4200 (Pre-revised 6th CPC) Revised to matrix level 6 under 7th CPC for a period of 02 years.</p> <p>(ii) For Officers working in IDA scale: Working in IDA scale of Rs.16400-40500 (Pre-revised 2nd PRC) revised to 40000-140000 under 3rd PRC.</p> <p style="text-align: center;">OR</p> <p>Working in IDA scale of Rs.12600-32500 (pre-revised) revised to Rs.30000-120000 under 3rd PRC for a period of 02 years.</p> <p>Note: - Higher grade pay or pay scale granted under ACP/MACP by the parent department shall not be taken in to account for the above eligibility criteria.</p> <p>II. For appointment on Contract for candidates working in Private Sector: Candidates working in Private Sector should have experience in Finance & Accounts subject to the following:</p>

	<p>i) Officer working at the level of Dy. Manager equivalent & above and drawing a minimum gross salary of at least Rs.50,000/- (Rupees fifty thousand) per month.</p> <p>(ii) Should have overall Executive (Officer) level service experience of at least 04 years.</p> <p>(iii) Officer must be working in any Company and the Sales Turnover of the Company for the preceding year 2023-24 should be at least Rs.75 Crores [<u>Attach certified copy of Annual Report page on which Sales Turnover is mentioned</u>].</p>
Specific requirement	Candidate must have experience in Finance & Accounts including Billing, Finalization of Accounts, GST, Income Tax, Audit, Banking and Treasury etc. Knowledge of Tally, MS office will be an advantage.
Last date of receiving applications by post / courier in IPRCL Office	15 days from the date of publication of advertisement in Employment News Newspaper

Note:

(i) For Application Format please see **ANNEXURE-I**.

(ii) For Company Profile & General Conditions of Vacancy please see **ANNEXURE-II**.


(Ramesh J. Prasad)
General Manager (HR)



INDIAN PORT RAIL & ROPEWAY CORPORATION LIMITED

APPLICATION FORMAT
(For Contract)

Affix recent
Passport Size
Photograph

1	POST APPLIED FOR			
1(a)	PLACE OF POSTING APPLIED FOR			
2	APPLICANT NAME (Sh./Smt./Ms.)			
3	FATHER / HUSBAND NAME			
4	DATE OF BIRTH (dd/mm/yyyy)			
5	AGE (as on last date of receiving applications in IPRCL)	(YEARS)	(MONTHS)	(DAYS)
6	(i) CORRESPONDENCE ADDRESS			
	STATE:		PINCODE:	
	(ii) PERMANENT ADDRESS			
STATE		PINCODE:		
7	CONTACT NUMBER WITH STD CODE			
8	MOBILE NUMBER			
9	EMAIL ID			
10	CATEGORY (SC/ST/OBC/GENERAL)			

11. Details of Educational Qualifications:

Sr. No.	Qualification	Name of the Institution / Board / University	Month & Year of passing	Percentage of Marks Scored

11.(A) Details of Additional Qualifications:

Sr. No.	Qualification	Name of the Institution / Board / University	Month & Year of passing	Percentage of Marks Scored

12. DETAILS OF EXPERIENCE IN CHRONOLOGICAL ORDER:

(IF REQUIRED, SEPARATE SHEET CAN BE ATTACHED IN THE SAME FORMAT)

Sr. No.	Name & Address of the Organization	Designation / Post Held	From DD/MM/YY	To DD/MM/YY	Pay-Scale (IDA/CDA)	Last drawn Basic Pay	Gross Salary P.M	Brief Duties / Responsibilities (Attach Latest CV clearly describing details of each job performed)

13. Do you hold Lien in any other organization : Yes / No

If Yes.

a. Name & address of the Organization in which lien is held :

b. Date from which lien is held :

14. Are you on deputation : Yes / No

If Yes.

a. Date from which you have been on deputation :

b. Name & address of the organization in which you are on Deputation. :

15. Whether any Punishment to the applicant during the last 10 years. : Yes / No

If Yes- Details thereof :

16. Whether any action or inquiry is going on against the applicant : Yes / No
as far as his knowledge goes.

If Yes – Details thereof :

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled if any information is found to be incorrect or false at any stage or me not satisfying the eligibility criteria according to the requirements prescribed in the vacancy notification / circular.

Date: _____

Place: _____

Signature of Candidate

Name: _____

(To be filled by the PSU/Ministry/Department Concerned)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records. There is no disciplinary/vigilance case contemplated or initiated against the officer.

Signature & Designation
of the Competent Forwarding Authority
with Telephone No. & Official Seal.

INDIAN PORT RAIL & ROPEWAY CORPORATION LIMITED

COMPANY PROFILE:

The Government of India had approved the formation of a Special Purpose Vehicle (SPV) as a public limited company under Companies Act, 2013 and named it as Indian Port Rail & Ropeway Corporation Limited (formerly known as Indian Port Rail Corporation Limited) to provide efficient rail evacuation systems to Major Ports and thereby enhance their handling capacity and efficiency. The Company would undertake projects involving last mile connectivity to Major Ports, modernization of evacuation infrastructure in Ports, operate and manage internal Port Railway system and raise financial resources for funding Port Related Connectivity Projects and to carry on the business of development, establishment, financing, construction, operation, maintenance and Management of Ropeway Projects and other modern transit system.

The company is under the administrative control of the Ministry of Ports, Shipping & Waterways, Government of India.

IPRCL is a Joint Venture Company between the 11 Major Ports (under the Ministry of Ports, Shipping & Waterways) and Rail Vikas Nigam Limited (RVNL) as equity shareholders. Established as public limited company under the Companies Act, 2013 on 10th July 2015 with Initial authorized capital of Rs. 500 crores and Initial Paid-up share capital: Rs.100 Crore.

The Company has registered Office at Delhi and Corporate Office at Mumbai.

GENERAL CONDITIONS:

- (i) All qualifications should be recognized by UGC/AICTE/AIU(GOI).
- (ii) Additional weightage may be given to candidates having additional relevant qualifications.
- (iii) IPRCL reserves the right to raise/modify the eligibility criteria in minimum educational qualification and/or minimum work experience.
- (iv) Appointment shall be subject to IPRCL Service and Conduct, Discipline and Appeal Rules of IPRCL as amended from time to time.
- (v) Application should be duly forwarded through "Proper Channel" along with Certified copies of last 5 years APARs/ACRs. However, advance copy of application shall be considered. In case of difficulty in forwarding the application through "Proper Channel", Candidate has to attach a declaration that, if Shortlisted, No Objection Certificate (NOC) will be produced at the time of Interview.
- (vi) If the candidate is not in a position to forward the application through "Proper Channel" nor he / she may be able to produce NOC at the time of interview, then the applicant may send his / her application along with self-certified copies of last 5 years ACR/APARs and other requisite documents. However, in case of his / her selection to the post he / she has to be properly relieved from the parent organization for which he / she will have to compulsory obtain a Relieving Letter and submit the same in IPRCL while joining the Company failing which he / she will not be allowed to join the Company.
- (vii) ***Conditions mentioned above in Para. v. & partly in Para vi. regarding requirement of application through proper channel / NOC are not applicable for Candidates working in Private Sector employees.***
- (viii) IPRCL takes no responsibility for any delay in receipt or loss in postal transit of any application or communication. Candidates in their own interest are advised to submit applications well in time before the last date to avoid possible delay in postal transit. Application received after due date will be summarily rejected.

- (ix) In case it is detected at any stage of recruitment that a candidate does not fulfil the eligibility norms and/or that he/she has furnished any incorrect / false information / certificate / documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even at the time of Interview or after appointment, his/her services are liable to be terminated.
- (x) The candidate must satisfy himself about the fulfillment of eligibility criteria. In case he is found ineligible at the time of interview or after selection, then his / her candidature will be treated as cancelled automatically without any communication in this regard.
- (xi) Any request for change of address / change of Centre for group discussion and / or interview shall not be entertained.
- (xii) In case of 05 or more eligible candidates for each vacancy, IPRCL reserves the right to shortlist candidates for interview on the basis of their eligibility experience in the relevant field in the ratio of **1:5**.
- (xiii) IPRCL has the right to increase or decrease the number of posts advertised or cancel entirely or partially the recruitment advertisement/ Vacancy Circular at any stage without assigning any reason and the decision of IPRCL shall be final in this regard.
- (xiv) Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.
- (xv) Canvassing in any form will be a disqualification.
- (xvi) Communication shall be sent at the **Present Address** mentioned by the Candidate in the application form.
- (xvii) **Any changes /modifications in the advertisement and / or Vacancy Circular at a later date will be placed on websites of IPRCL/IPA/MoPSW only. Candidates applying for the post are advised to visit the IPRCL/IPA/MoPSW websites regularly for updates.**
- (xviii) **Self-Attested Photocopies** of all certificates /testimonials are to be provided with the application form including: -
- a. Educational/ Professional Certificates (right from Class X to the latest)
 - c. Experience Certificates (including Appointment & Relieving letters of all previous employers)
 - d. Copy of last drawn Salary Slip / Last Pay Certificate.
 - e. Certified copies of last 5 years ACR/APARS:
 - (i) Applicable to candidates working in Central Govt. Dept./ Company under control of Govt. / Autonomous bodies/ PSU/ Govt. Company / J.V. Company under Govt. Control for last 6 yrs. or more.
 - (ii) In case applications are invited from candidates belonging to Private Sector, ACRs / APARS of last 5 years are not applicable to such category of applicants.
 - f. Copy of latest updated CV detailing the work performed.

No certificate in original is required to be attached with the application. IPRCL shall not be responsible for misplacement of such certificates.

(xix) **Last date of submission of application and Reckoning of Age, Experience, Eligibility Criteria etc.**

The last date for receipt of application is 15 days from the date of publication of advertisement in Employment News Newspaper. Age, Experience, Eligibility criteria etc. shall be reckoned as on the last date of receiving of applications.

The application in prescribed format along with copies of requisite certificates / documents /enclosures and detailed CV may be sent in hard copy in due date only by POST/COURIER Super Scribing as “APPLICATION FOR THE POST OF _____” on the Left Top Side of the Envelope. Applications received after the due date, incomplete applications, applications not made in prescribed format and applications without self-attested enclosures of requisite documents as mentioned above at (xviii) shall be summarily rejected.

Applications are to be addressed to:

**Chief General Manager (HR)
Indian Port Rail & Ropeway Corporation Limited,
4th Floor, Nirman Bhavan,
Mumbai Port Trust Building,
M.P Road, Mazgaon (E),
Mumbai – 400010.**



Corporate Office: 4th Floor, Nirman Bhavan, Mumbai Port Trust Building, M. P. Road, Mazgaon (E), Mumbai - 400 010
Ph. No. : 022 – 6656 6335; Fax No. : 022 – 6656 6336; Email: hr@iprcl.in website: www.iprcl.in
Regd. Office: 1st Floor, NBCC Place, Bhishma Pitamah Marg, Lodhi Road, New Delhi-110001



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