

**rites** LIMITED  
(A Govt. of India Enterprise)  
Shikhar, Plot No. 1, Sector – 29, Gurgaon – 122001



**Recruitment of Professional on Contract Basis for Western region**

RITES Ltd., a Navratna Central Public Sector Enterprise under the Ministry of Railways, Govt. of India is a multi-disciplinary consultancy organization in the fields of transport, infrastructure and related technologies.

| Important Dates                                                             |            |
|-----------------------------------------------------------------------------|------------|
| Commencement of submission of online application and online payment of fees | 01.08.2025 |
| Last date of submission of online application and online payment of fees    | 23.08.2025 |
| Issuance of Admit Card                                                      | 26.08.2025 |
| Written Test (Tentative)                                                    | 30.08.2025 |

For posting at various Project sites in of RITES Ltd. is in urgent need of dynamic and hard-working professionals as under:

| VC No.      | Post              | No. of Vacancies |     |           |    |    |       |
|-------------|-------------------|------------------|-----|-----------|----|----|-------|
|             |                   | UR               | EWS | OBC (NCL) | SC | ST | Total |
| CL/11-R1/25 | Resident Engineer | 4                | 1   | 1         | 1  | 1  | 8     |

**Age Limit**

| Maximum Age | Cut-off date for calculation of Age                              |
|-------------|------------------------------------------------------------------|
| 40 Years    | As on the last date of online application i.e. <b>23.08.2025</b> |

**Minimum Qualifications & Experience**

Candidates must ensure that they are meeting Educational Qualification, Total Experience and Relevant Experience criteria as stated in the below mentioned table. Candidates not satisfying the stated criteria will be disqualified at a time of Joining.

| VC No       | Designation       | Minimum Educational Qualification                             | Minimum Post Qualification experience in relevant filed            |
|-------------|-------------------|---------------------------------------------------------------|--------------------------------------------------------------------|
| CL/11-R1/25 | Resident Engineer | #Full time Diploma in Mechanical/Civil Branch of Engineering. | Minimum 03 Years post qualification work experience in Inspection. |

#Candidate having Degree in above mentioned branch of engineering shall also be eligible for the above-mentioned post.

**Note for Educational Qualifications:**

**For Diploma Holder:** Candidate belonging to General/ EWS category (and candidates belonging to SC/ST/OBC(NCL)/PWD applying against unreserved posts) should have minimum 50% marks in Minimum Qualification for consideration against unreserved posts Reserved category candidates (SC/ST/OBC(NCL)/PWD as applicable) should have at least 45% marks in Minimum Qualification for consideration against reserved posts.

**For Degree Holder:** Candidate belonging to General/ EWS category (and candidates belonging to SC/ST/OBC(NCL)/PWD applying against unreserved posts) should have first class degree/minimum 60% marks in Minimum Qualification for consideration against unreserved posts Reserved category candidates (SC/ST/OBC(NCL)/PWD as applicable) should have at least 50% marks in Minimum Qualification for consideration against reserved posts.

The candidate should possess Degree recognized by AICTE; from a University incorporated by an Act of Central or State legislature in India or other Educational Institutions established by an Act of Parliament or declared to be Deemed as University under Section 3 of the University Grants Commission Act, 1956. Sections A & B examination of the Institution of Engineers (India) which is treated as equivalent to Degree by Govt. of India, and recognized by AICTE shall also be accepted.

If the certificate or marksheet does not indicate the first class/division or percentage, the applicant shall provide the conversion formula for deriving the percentage from the CGPA/DGPA/etc., as issued by the concerned university/institution. In such cases where the university/institution does not have a conversion formula, an undertaking to this effect must be submitted duly signed by an authorized representative of the university/institution, and then minimum 6 on 10 point scale will be considered as 60% The Degree shall be recognized by the recognized by the University Grants Commission (UGC).

**The period of training / internship / teaching / academic / fellowship / PhD research experience shall not be counted as a part of experience.**

**Experience shall be calculated as on 23.08.2025.**

**Relaxations & Concessions**

Reservation/ relaxation/ concessions to EWS/ SC/ST/OBC (NCL)/ J&K Domicile would be provided against reserved posts (where applicable) as per extant Govt. orders.

Relaxation in upper age limit to OBC (NCL)/ SC/ ST candidates shall be provided against reserved posts as per extant Govt. orders.

| Discipline | Categories for which identified | Functional Classification | Physical Requirements         |
|------------|---------------------------------|---------------------------|-------------------------------|
| Civil      | Locomotor disability            | OA, OL                    | S, ST, BN, W, SE, MF, C, R, W |
|            | Hearing Impairment              | HI                        | ----                          |
| Mechanical | Locomotor disability            | OA, OL                    | S, ST, BN, W, SE, MF, C, R, W |

Persons with Disabilities belonging to the category/ categories for which the post is identified (as indicated in Table above) can also apply even if no vacancies are specifically reserved for them. Such candidates will be considered for selection for appointment to the post by general standard of merit.

Functional Classification:

| Code | Functions                 |
|------|---------------------------|
| OL   | One leg affected (R or L) |
| OA   | One arm affected          |
| OAL  | One arm one leg affected  |
| BL   | Both legs affected        |
| HI   | Hearing Impaired          |
| LV   | Low Vision                |

Physical Requirements:

| Code | Physical Requirements                         |
|------|-----------------------------------------------|
| S    | Work performed by sitting (on bench or chair) |
| ST   | Work performed by standing                    |
| SE   | Work performed by seeing                      |
| RW   | Work performed by reading and writing         |
| BN   | Work performed by bending                     |
| MF   | Work performed by manipulation by fingers     |
| C    | Work performed by communication               |
| W    | Work performed by walking                     |
| H    | Hearing/ Speaking                             |
| KC   | Kneeling and Crouching                        |
| JU   | Jumping                                       |
| CL   | Climbing                                      |

The above lists are subject to revision.

### Selection Process

#### **Written Test:**

There will be 125 objective type questions carrying one mark each for duration of 2.5 Hours. There will be no negative marking system applicable and therefore, no marks will be deducted in case of an incorrect answer. Candidates belonging to PwBD Category are eligible for an additional compensatory time of 50 minutes.

A minimum of 50% marks for UR/ EWS (45% for SC/ST/OBC (NCL)/PwBD against reserved posts) in written test will be required to enable the candidate to be considered for further consideration.

The weightage for written test would be 100% for the selection of said posts.

#### **Document Scrutiny:**

Based on the result of the written test and no. of vacancies, the documents submitted by candidates will be scrutinized by RITES Limited. It will be the candidates' responsibility to upload supporting documents substantiating the claims submitted in the application form.

Merit list of only those candidates would be prepared who secure a minimum of 50% marks for UR/EWS (45% for SC/ST/OBC (NCL)/ PWD against reserved posts) in Written Test and shortlisted in the document scrutiny. There will be no qualifying marks in aggregate.

Appointment of selected candidates will be subject to their being found medically fit in the Medical Examination to be conducted as per RITES Rules and Standards of Medical Fitness for the relevant post.

The candidates shall have to produce copies of educational qualification and experience claimed which shall be verified from the original documents at the appropriate stage.

The document scrutiny shall be done for those candidates who qualify in the written exam as per advertised number of positions, for verifying their eligibility; and offers shall then be issued provisionally to the shortlisted candidates. The original documents of such candidates shall be verified at the time of joining, failing which, their candidature & offer shall stand cancelled.

### Syllabus

***Syllabus will also include General concepts of Engineering from any of the engineering discipline, basic science concepts, knowledge about industry practices / Indian Govt. service & processes, general aptitude, general awareness, current events etc.***

***The questions will cover one or more of the topics mentioned below.***

Surveying: - Types of leveling Instruments, Temporary adjustments, Booking and reducing of levels, Checking the leveling work, longitudinal section, Cross Sections, Error due to curvature and refraction. Total station/GPS Survey-Features of total station and GPS, Principles of working with GPS, adjustment of errors, Open and closed traverse and their application to engineering problems. Trigonometrically Leveling-Heights and Distances, Geometrical Observations, Determination of Difference in Elevation. Triangulation Systems, Base Line Measurement, Calculations of Length of Base, Measurement of Horizontal Angles. Contours and Contour Interval, Methods of Locating Contours, Interpolation of Contours. Route Surveying-Elements of Reconnaissance Survey, Preliminary Survey, Final Location Survey, Construction Survey. Simple, compound, reverse and transition curves, Vertical curves for roads and railways, setting out curve by offset and by method of deflection angles, Length of curves calculation. Hydrographic survey-sounding, charting, cross section of streams and rivers and gauging of discharges. Principles and utility of Aerial photogrammetric and remote sensing, satellite data.

**Soil Mechanics:** Soil as a three-phase system water content, density and unit weights, specific gravity, voids ratio porosity and degree of saturation, density index. Classification of soils, compaction, standard Proctor test, water density relationship, modified proctor test, field compaction methods, field compaction control, calibration curve, factors affecting compaction. Exploratory boring, depth of exploration, spacing and number of

boring, method of sampling and types of samples, bore logs, core recovery, rock quality designation, field vane shear test, standard penetration test and its application, field plate load test and limitation, ultimate bearing capacity of shallow foundation, Plate load test, Elements of combined and raft foundation. Pile foundation – General considerations in pile foundation, types of piles, pile load test and use of relevant IS code. Stability of slopes, classical theory of earth pressure by Rankine and Coulomb, active and passive pressure against retaining walls. Differential method of improving soil characteristics at site, element of soil stabilization, sand drain, vibro flotation technique.

**Tender and Estimate:** Data Required for Preparation of an estimate, Types of an estimates, Items of Work, Description of an Item of work, Measurement of Works, Guidelines for Measurements, I.S. mode or Units of measurements, Plinth Area, Floor Area, Carpet and F.S.I. General procedure of measurement of works, Methods of taking out Quantities, Various items of works, Prime Costs and Provisional Sums, Provisional Quantities, Contingencies, Workcharged, Establishment, Centage Charges, Building Estimate Methods, Checks over Accuracy of Detailed Estimates. Analysis of Rates – quantities of Materials and labour Required for different items of Works. Approximate Rates of Equipment/Machinery required for different items of Works. Transportation of Materials and cost. Rates specified for various categories of Laborers in Building Industry. Analysis of Rates of Principal Items of Work in the Building Construction. Type of Specifications, Detailed Specifications, Standard Specifications Type of tenders, components of tender document, preparation of tender document.

**Structural Analysis:** Beam: - Types of Supports, Shear Force and Bending Moment, Shear Force and Bending Moment Diagrams, Graphical Method of Plotting S.F. and B.M. Diagrams Beams: - Deflections by Moment Area Method and Conjugate Beam Method, Slope and Deflection for Cantilever and Simply Supported Beam, Analysis of Fixed Beam and Continuous Beams. Column analysis with different support condition, column carrying eccentric load, laterally loaded column, effective height, short column, slender column. Deflection of framed structures Moving loads on beam/frames, influence lines for bending moment and shear force in members of framed structure.

**Structural Design:** Moment distribution and slope deflection methods. Method of Design – Working Stress Method, Ultimate Load Method, Limit State Method Singly and Doubly Reinforced Beams and slabs, columns Shear Stress, Diagonal Tension, Shear Reinforcement, Development Length, Anchorage Bond, Flexural Bond Basic Concepts of Prestressed Concrete Stress strain curve for mild steel, rolled steel section, loads, permissible stresses, working stresses, factor of safety minimum thickness of structural members, Design methods. Compression Members-Effective length, Slenderness ratio, Column design, Types of sections, assumptions, Design of Axially loaded compression members Tension Members-Net sectional area, Permissible stress, Design of axially loaded tension member Design of Plate girder – bending, shear, economical depth. Welded joints, types of welds, design of fillet weld, design of butt weld.

**Highways:** Classification of highways, types of surveys, cross-section and profiles, soil investigation Elements of right of way and standards, gradient, speed, sight distances, curves. Testing of aggregate, bitumen and cement, Field quality test for earthwork, concrete work, brick & stone masonry, Road work. California bearing ratio method for design of flexible pavement Design of concrete pavement, pavement joints, preparation of the sub-grade and subbase.

**Railway Engineering:** Types of alignment survey, parameters of speed, loading and permanent way for various classes of railway line, schedule of dimensions. Curves, gradient, earthwork and permanent way-rails, sleepers, ballast, fastenings and fixtures, points and crossings, level crossing. Daily maintenance, periodical maintenance, maintenance of track alignment, maintenance of drainage, maintenance of track components, maintenance of points and crossings, maintenance of level crossing.

**Airport Engineering:** Airport Site Selection, Estimation of Future Air Traffic Needs, Runway Orientation, Runway Configuration, Basic Runway Length, Correction for Elevation, Temperature and Gradient, Airport Classification, Airport Capacity, Runway Capacity, Gate Capacity, Taxiway Capacity, Airport layout.

**Applied Mechanics and Design Engineering Mechanics:**

Free-body diagrams and equilibrium; trusses and frames; virtual work; kinematics and dynamics of particles and of rigid bodies in plane motion; impulse and momentum (linear and angular) and energy formulations, collisions.

Mechanics of Materials: Stress and strain, elastic constants, Poisson's ratio; Mohr's circle for plane stress and plane strain; thin cylinders; shear force and bending moment diagrams; bending and shear stresses; deflection of beams; torsion of circular shafts; Euler's theory of columns; energy methods; thermal stresses; strain gauges and rosettes; testing of materials with universal testing machine; testing of hardness and impact strength.

Theory of Machines: Displacement, velocity and acceleration analysis of plane mechanisms; dynamic analysis of linkages; cams; gears and gear trains; flywheels and governors; balancing of reciprocating and rotating masses; gyroscope.

Vibrations: Free and forced vibration of single degree of freedom systems, effect of damping; vibration isolation; resonance; critical speeds of shafts. Machine Design: Design for static and dynamic loading; failure theories; fatigue strength and the S-N diagram; principles of the design of machine elements such as bolted, riveted and welded joints; shafts, gears, rolling and sliding contact bearings, brakes and clutches, springs.

**Fluid Mechanics and Thermal Sciences Fluid Mechanics:**

Fluid properties; fluid statics, manometry, buoyancy, forces on submerged bodies, stability of floating bodies; control-volume analysis of mass, momentum and energy; fluid acceleration; differential equations of continuity and momentum; Bernoulli's equation; dimensional analysis; viscous flow of incompressible fluids, boundary layer, elementary turbulent flow, flow through pipes, head losses in pipes, bends and fittings.

Heat-Transfer: Modes of heat transfer; one dimensional heat conduction, resistance concept and electrical analogy, heat transfer through fins; unsteady heat conduction, lumped parameter system, Heisler's charts; thermal boundary layer, dimensionless parameters in free and forced convective heat transfer, heat transfer correlations for flow over flat plates and through pipes, effect of turbulence; heat exchanger performance, LMTD and NTU methods; radiative heat transfer, Stefan-Boltzmann law, Wien's displacement law, black and grey surfaces, view factors, radiation network analysis. Thermodynamics: Thermodynamic systems and processes; properties of pure substances, behaviour of ideal and real gases; zeroth and first laws of thermodynamics, calculation of work and heat in various processes; second law of thermodynamics;

thermodynamic property charts and tables, availability and irreversibility; thermodynamic relations.

Applications: Power Engineering: Air and gas compressors; vapour and gas power cycles, concepts of regeneration and reheat. I.C. Engines: Air-standard Otto, Diesel and dual cycles. Refrigeration and air-conditioning: Vapour and gas refrigeration and heat pump cycles; properties of moist air, psychrometric chart, basic psychrometric processes. Turbomachinery: Impulse and reaction principles, velocity diagrams, Pelton-wheel, Francis and Kaplan turbines.

### **Materials, Manufacturing and Industrial Engineering Engineering Materials:**

Structure and properties of engineering materials, phase diagrams, heat treatment, stress-strain diagrams for engineering materials. Elasticity, plasticity, fracture and fracture toughness, fatigue, solid solutions, equilibrium diagram, thermal treatment, isothermal transformation of austenite, TTT and CCT diagrams Cooling, curves, austempering, martempering, factors affecting hardenability, function of alloying elements in steel (ferrite former, austenite former, carbide former, stabilizer)

Casting, Forming and Joining Processes: Different types of castings, design of patterns, moulds and cores; solidification and cooling; riser and gating design. Plastic deformation and yield criteria; fundamentals of hot and cold working processes; load estimation for bulk (forging, rolling, extrusion, drawing) and sheet (shearing, deep drawing, bending) metal forming processes; principles of powder metallurgy. Principles of welding, brazing, soldering and adhesive bonding.

Machining and Machine Tool Operations: Mechanics of machining; basic machine tools; single and multi-point cutting tools, tool geometry and materials, tool life and wear; economics of machining; principles of non-traditional machining processes; principles of work holding, design of jigs and fixtures.

Metrology and Inspection: Limits, fits and tolerances; linear and angular measurements; comparators; gauge design; interferometry; form and finish measurement; alignment and testing methods; tolerance analysis in manufacturing and assembly.

Computer Integrated Manufacturing: Basic concepts of CAD/CAM and their integration tools.

Production Planning and Control: Forecasting models, aggregate production planning, scheduling, materials requirement planning.

Inventory Control: Deterministic models; safety stock inventory control systems.

Operations Research: Linear programming, simplex method, transportation, assignment, network flow models, simple queuing models, PERT and CPM.

### **Manufacturing Processes**

Metal casting – patterns and moulds including mould design involving feeding, gating and risering, melting, casting practices in sand casting, permanent mould casting, investment casting and shell moulding, casting defects and repair; Hot, warm and cold working of metals; Metal forming – fundamentals of metal forming processes of rolling, forging, extrusion, wire drawing and sheet metal forming, defects in forming; Metal joining – soldering, brazing and welding, common welding processes of shielded metal arc welding, gas metal arc welding, gas tungsten arc welding and submerged arc welding; Welding metallurgy, problems associated with welding of steels and aluminium alloys, defects in welded joints; Powder metallurgy – production of powders, compaction and sintering; NDT

using dye-penetrant, ultrasonic, radiography, eddy current, acoustic emission and magnetic particle methods.

Testing of material: Nondestructive testing: Ultrasonic testing, radiography, magnetic particle testing, eddy current testing, dye penetration testing. Physical testing: Tensile test, % elongation, % reduction in area, hardness (Brinell, Rockwell, Vickers), impact test (Izod, charpy), bend test, shear test, fatigue test, creep test. Chemical testing ferrous and non ferrous metals Metallography; micro and macro examination Testing of paints, rubber, textiles, wood, and plastics.

Material Science: Thermal, chemical, electrical, magnetic and mechanical properties of material. Structure of metals (arrangement of atoms, crystalline & amorphous structure, crystal imperfections), solid solution, diffusion in metals and alloys, transformation during cooling of metals and alloys, deformation and metal, impact of cold and hot working on metal, corrosion, forms, causes and prevention.

Heat transfer, conduction, convection, radiation and heat exchangers.

Air compressors, types of air compressors, compressors performance. Reciprocatory and rotary air compressors, air receivers, intercoolers and after coolers.

Air Conditioning: Air conditioning units and plants, air conditioning types, selection of plants.

### **Nature & Period of Engagement**

The appointment shall be purely on a contract basis initially for a period of one year, extendable until completion of the assignment subject to mutual consent and satisfactory performance.

Selected candidates shall be liable for posting anywhere in Pune, Nagpur and Surat or anywhere in India as per Company requirements.

The above-mentioned place of posting is indicative in nature; actual place of posting will be decided at a time of joining.

### **Remuneration**

Pay, allowances and perks for the post would be as per the minimum number of years of work experience detailed below:

| <b>VC no.</b> | <b>Post</b>       | <b>Monthly Basic Pay (Rs)</b> | <b>Monthly Gross Pay (Rs)</b> | <b>Yearly CTC (Rs)</b> |
|---------------|-------------------|-------------------------------|-------------------------------|------------------------|
| CL/11-R1/25   | Resident Engineer | 16,828                        | 30,627                        | 3,67,523               |

**Remuneration mentioned above is only indicative. Actual remuneration shall depend upon place of posting and other terms & conditions of appointment.**

### **Venue for Written Test**

| S. No. | Selection Round | Venue & Date                                                                               |
|--------|-----------------|--------------------------------------------------------------------------------------------|
| 1      | Written Test    | 5 locations across India*<br>(Exact address shall be communicated to the candidates later) |

Candidates are required to give two preferences for their choice of center for the Written Test at the time of online application. Although efforts shall be made to allot a center of choice to the candidates, however RITES reserves the right to allot to a candidate a center which was not indicated as his preference.

Test Centres for Written Test\*:

| S. No. | City              |
|--------|-------------------|
| 1      | Delhi/Gurgaon/NCR |
| 2      | Mumbai            |
| 3      | Kolkata           |
| 4      | Chennai           |
| 5      | Bhilai            |

**\*All centres are tentative and will depend on number of candidates and discretion of RITES.**

Exact Date, time and details of venue of the selection shall be communicated to candidates separately.

#### Fees

| Category                  | Fee                                |
|---------------------------|------------------------------------|
| General/OBC Candidates    | Rs. 300/- plus Taxes as applicable |
| EWS/SC/ST/ PWD Candidates | Rs. 100/- plus Taxes as applicable |

#### Note:

- Candidates from SC/ST/PWD category applying for posts not reserved for their category will also have to make payment of full fees at this stage during online application.
- The fee charged from the candidates belonging to SC / ST / PWD category during online application would be later refunded upon their participation in the further selection process of written exam / interview (as applicable). The refund amount will be made to such candidates only by way of crediting the amount to the source account / debit card / credit card etc., from which such candidate had paid the fee, duly deducting GST / bank charges (as applicable), after submission and scrutiny of their category certificate.
- Candidates should note that the fee submitted through any other mode except the mode specified will not be accepted by RITES and such applications will be treated as without fee and will be summarily rejected.
- Candidates shall ensure that the invoice is generated upon successful payment of fee; and in case they are not able to download the invoice, it shall be candidates' responsibility to immediately communicate the same by writing an email to [cont.rectt@rites.com](mailto:cont.rectt@rites.com) with registration details.

## How to Apply

1. **Before applying candidates should ensure that they satisfy the necessary conditions and requirements of the position.**
2. Interested candidates fulfilling the above laid down eligibility criteria are required to apply online in the registration format available in the Career Section of RITES website, <http://www.rites.com>.
3. While submitting the online application; the system would generate 'Registration No.' on top of online form filled up by the candidate. Note down this "Registration No." and quote it for all further communication with RITES Ltd.
4. While filling up the required details, candidates are advised to carefully and correctly fill the details of "Identity Proof". Candidates are also advised to note the same and ensure the availability of the same Identity Proof as it will be required to be produced in original at later stages of selection.
5. **After filling up the required details under the "Fill/ Modify Application Form", candidate should submit the application.**
6. The candidates are also advised to keep a copy of Application Form submitted with them and to carry the same at the time of the selection.
7. A copy of this online **APPLICATION FORM** containing the registration number is to be printed, signed, and retained. The same is to be submitted at the time of Scrutiny of Documents along with **SELF-ATTESTED PHOTOCOPIES** of the following documents strictly in the following order:
  - a. One copy of Resume/CV
  - b. 1 recent passport size colour photograph
  - c. High School certificate for proof of Date of Birth
  - d. Certificates of Academic & Professional qualifications and statements of marks of all the qualifications for all semesters/years (Xth, XIIth, Diploma/ Graduation/ Post-Graduation as applicable)
  - e. EWS/ SC/ST/OBC Certificate in the prescribed format by Govt. of India (if applicable)
  - f. Proof of Identity & Address (Passport, Voter ID, Driving license, Aadhaar Card etc)
  - g. PAN Card
  - h. Proof of different periods of experience as claimed in the Application Form (if applicable)
  - i. Any other document in support of your candidature
  - j. PWD Certificate as per latest format (if applicable).

### **Documents are to be submitted at the time of online application.**

8. In respect of claims made by you in your application with regard to experience, copies of experience certificates from your previous employer are to be submitted at the time document verification. In respect of current employment, experience certificate/ joining letter along with last months' salary slips, or, Form 16 and other documents which clearly prove your continuity in the job are to be submitted. In case your claim is not established from the proofs submitted by you; your candidature is liable to be rejected at the time document scrutiny. Please check your claims vis-a-vis the certificates in support thereof establishing your candidature. Incomplete application or insufficient proof at the time of document verification would entail rejection of your candidature. No additional information other than those furnished in the Application shall be allowed to be considered at a later stage.

9. For proof of CTC/ salary, candidates shall have to submit a copy of their last Form No. 16/ Earning Card/ salary slip/ Appraisal letter/ any other suitable document.
10. For availing reservation, SC/ST/OBC-NCL candidates should furnish Caste Certificate from competent authorities as per the format given at **Annexure I** (for SC/ST candidates) and at **Annexure II** (for OBC-NCL candidates) **valid as on the crucial date i. e. last date stipulated for submission of application.** Further, in case of OBC-NCL candidates, the certificates should specifically indicate that they do not belong to the Persons/Sections (Creamy Layer) mentioned in Column 3 of the Schedule of the Government of India, Department of Personnel and Training O.M.No.36012/22/93-Estt. (SCT) dated 08.09.93 & its subsequent revision through O.M.No.36033/3/2004-Estt. (Res) dated 09.03.2004, 27.05.2013, 13.09.2017 and further revision, if any, received till the closing date for ONLINE Registration of applications for this Advertisement.

The candidates should ensure that they belong to the OBC- Non-Creamy Layer (NCL) category while applying for the posts against this Advertisement. Further, in addition to the community certificate (OBC), a declaration in the prescribed format as per Annexure III has to be furnished by the candidates during document verification, that he/she does not belong to the creamy layer on the crucial date i. e. last date stipulated for submission of application in this Advertisement.

**The certificate produced shall not be older than one year on the crucial date i. e. last date stipulated for submission of application in this Advertisement.** In case of not complying to these stipulations, their claim for reserved status (OBC-NCL) will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for General (Unreserved) category, will be considered under General (UR) vacancies only.

#### **EWS Category**

The candidates applying against the vacancies reserved for EWS must possess Income and Asset Certificate **as on the crucial date i. e. last date stipulated for submission of application in this Advertisement. EWS certificate should be as per Gov. of India format.** In case of non-compliance to these stipulations, their claim for reserved status under EWS will not be entertained and the candidature / application of such candidates, if fulfilling all the eligibility conditions for General (UR) category, will be considered under General (UR) vacancies only.

11. As regards OBC NCL & EWS category candidates, candidates will be afforded opportunity of submission of the valid OBC NCL Certificate and EWS Certificate (as applicable) on the date of their joining, **valid as on the crucial date i. e. the last date stipulated for submission of application in this Advertisement.** Hard copies of documents are not to be sent to this office through post/ courier.
12. The original testimonials/documents along with one self-attested copy will have to be produced by the candidate(s) at the time of selection.
13. Mere applying for the post/ submission of documents/ appearing or qualifying in the selection does not confer any right on the candidates for claiming selection. If it is found that a candidate does not fulfil the advertised eligibility criteria, his/her candidature will be summarily rejected.
14. Candidates should submit only one application for one vacancy and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online

application. RITES will not be responsible for bouncing of any e-mail sent to the candidates. However, candidates can apply for any number of vacancies.

15. The candidates must submit all the details pertaining to his candidature viz. personal details, educational qualification details, experience details, category etc. Suppression, in this regard, if any, detected on a future date shall render the candidature liable for forfeiture.
16. If any claim made by a candidate is found to be incorrect, his/her candidature shall be summarily rejected.
17. **Candidate has to bring duly filled two copies of Annexure A, documents in chronological order and submit at a time of Document verification/Selection process.**

#### General Instructions

1. Management reserves the right to cancel/ restrict/ enlarge/ modify/ alter the selection/ recruitment process at any stage, without issuing any further notice or assigning any reason thereafter.
2. The number of vacancies may vary.
3. Departmental candidates of RITES and candidates working in Government Departments/ PSU shall be allowed to join RITES only after being properly relieved from their parent organization.
4. Before applying, the Candidates must satisfy themselves about their eligibility for the post applied for.
5. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact (s), his/her candidature s liable for cancellation. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
6. **Any corrigendum/addendum to this advertisement will be displayed only on the Company's website [www.rites.com](http://www.rites.com). Therefore, applicants are advised to keep checking the Company's website for any update.**
7. The period of training/internship shall not be counted towards post qualification experience.
8. Legal jurisdiction will be Delhi in case of any dispute
9. No train/bus fare / TA / DA shall be payable.
10. Age, experience, and all other eligibility criteria shall be reckoned as on the last date of submission of application (cut-off date).
11. Date of acquiring the qualification will be earliest of the following:
  - i. Last day of month in which final examination of qualifying degree has been held. In cases where exact date of written examination is stated, the same will treated as date of acquiring the qualification
  - ii. Date of declaration of result
  - iii. Date of issuance of marksheet
  - iv. Date of issuance of degree

There shall be no relaxation on this account. No further relaxation shall be provided in this regard.

12. Where a specialization is required in the qualifying degree in the educational qualification, candidate is required to submit a certificate from the University/ Institution clearly specifying the specialization in the qualifying degree.

## Communication with RITES

Any information regarding this recruitment process would be made available on the email address provided by the candidate at the time of registration and/or shall be uploaded on RITES website. Candidates are advised to periodically check the site for further updates.

Candidates are encouraged to go through the detailed advertisement and read the “Frequently Asked Questions (FAQs)” uploaded on RITES website under Career section to solve their queries.

Queries if remaining should be sent to **cont.rectt@rites.com** only and contain the following particulars:

- i. **VC No.**
- ii. **REGISTRATION/ROLL NO.**
- iii. **NAME OF CANDIDATE IN FULL AND IN BLOCK LETTERS.**
- iv. **Valid email address as given in the application.**

Communications not containing above particulars shall NOT BE ATTENDED TO. Any query/ issue should be brought to notice of RITES well in advance of the due date.

RITES will not be responsible for non-submission of application due to issues brought to notice at the last moment. Queries related to information already provided in the advertisement may not be attended to.

**Rites Limited****Documents Submission Check-List**

With reference to my application, I am submitting requisite Document(s) along with duly self-attested photocopies of my certificates as under (in chronological order):

| S. No. | Documents name                                                                                                                 | Submitted (Y/N) | Remarks |
|--------|--------------------------------------------------------------------------------------------------------------------------------|-----------------|---------|
| 01     | 10 <sup>th</sup> /High School certificate for proof of Date of Birth                                                           |                 |         |
| 02     | 12 <sup>th</sup> Marksheet                                                                                                     |                 |         |
| 03     | Diploma / Graduation Marksheets- All semesters                                                                                 |                 |         |
| 04     | Diploma / Graduation Certificate                                                                                               |                 |         |
| 05     | Post Graduation Marksheet All semesters                                                                                        |                 |         |
| 06     | Post Graduation Certificate (as applicable)                                                                                    |                 |         |
| 07     | PhD Marksheets & Certificate, if any                                                                                           |                 |         |
| 08     | Other Academic Qualification / Certification, please specify: _____                                                            |                 |         |
| 09     | List of Experience certificates submitted:<br>1. _____<br>2. _____<br>3. _____<br>4. _____<br>5. _____<br>6. _____<br>7. _____ |                 |         |
| 10     | Last company relieving letter/ experience certificate, NOC (For Govt./PSU Employees)                                           |                 |         |
| 11     | ADHAR Card                                                                                                                     |                 |         |
| 12     | PAN Card                                                                                                                       |                 |         |
| 13     | 02 recent passport size colour photographs                                                                                     |                 |         |

I also certify that the above documents are authentic, valid and true to the best of my knowledge. If any of the above document(s) or any information contained therein is found to be false, my candidature/ employment may be summarily rejected/ cancelled.

|                                          |  |
|------------------------------------------|--|
| Signature of candidate                   |  |
| Name of candidate                        |  |
| Date of Documents Submission             |  |
| Post Name                                |  |
| VC No against which Documents Submission |  |

**For official use only**

I have verified the above documents submitted by the candidate and found **them to be / not to be** (strike out one of these) in order as per company requirement(s)

|  |
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|                                                  |  |
|--------------------------------------------------|--|
| Any other remarks/ details of lack of documents: |  |
| Signature of officer accepting documents         |  |
| Name of officer accepting documents              |  |
| Designation of officer accepting documents       |  |
| Date                                             |  |