



**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: 13/2025 DATED 30.05.2025**

**Closing Date: 04.07.2023**

**NOTICE FOR ENGAGEMENT OF EXPERIENCED DGM (CIVIL)-E4 / SR. MANAGER (CIVIL) - E3 / MANAGER (CIVIL)-E-2 AND MANAGER(HR)/E-2 ON ABSORPTION OR ON DEPUTATION**

INDIAN PORT RAIL & ROPEWAY CORPORATION LIMITED (IPRCL) is a first of its kind Joint Venture Company (JVC) between 11 Major Ports under the Ministry of Ports, Shipping and Waterways (Formerly Ministry of Shipping) holding 90% of equity capital and Rail Vikas Nigam Limited (IPRCL) under Ministry of Railways holding 10% of equity capital, incorporated with the objective to provide efficient rail evacuation systems to Major Ports and for enhancing their capacity and throughput. The company was registered on 10th July 2015 as a Public Limited Company under the Companies Act, 2013. The Company is under the Ministry of Ports, Shipping and Waterways (Formerly Ministry of Shipping), Government of India. We are looking for dynamic professionals from open market for the following post, for which applications are invited from Indian citizens:

**1. DETAILS OF VACANCY TO BE FILLED IN:**

| Sr. No. | Name of the Post       | Number of the post & Tentative place of Posting |
|---------|------------------------|---|
| 1       | DGM (Civil)/E4         | 02 Posts (01 each for Mumbai & Visakhapatnam)   |
| 2       | Sr. Manager (Civil)/E3 | 01 Post at Gandhidham                           |
| 3       | Manager (Civil)/E2     | 01 Post at Ahmedabad (NMHC-Lothal)              |
| 4       | Manager (HR)/E2        | 01 Post at Mumbai                               |

**2. ESSENTIAL QUALIFICATIONS, ELIGIBILITY CRITERIA, EXPERIENCE, LOCATION:**

**The applicant should satisfy eligibility criteria regarding educational/professional qualifications, length of experience, required Experience, Age Limit, etc. as given in Annexure-I.**

**Notes:**

i) All mandatory educational/professional qualifications should have been obtained from a recognized university/deemed university/autonomous institute in corporate by an Act of Parliament or State Legislature in India or UGC Actor from Government approved/recognized institutions.

ii) Experience gained after obtaining the minimum educational qualification prescribed for the post will be taken into consideration for ascertaining eligibility for the post.

(iii) **Crucial date for determining eligibility with reference to length of post-qualification experience and others will be 04.07.2025**

Applicants should possess the requisite length of post-qualification experience and should meet other eligibility criteria as on **04.07.2025**.

**3. Remuneration:** The Monthly Remuneration attached to the posts is indicated in Annexure-I. Statutory deductions on account of EPF (Employees' share), Income Tax, Professional Tax, etc. shall be made from the gross remuneration.

**4. Scheme of Selection:** Selection process involves Personal Interview which may be held at the Corporate Office of IPRCL or through V.C. or at any other location at the discretion of IPRCL.

5. **Resignation:** Three-month advance notice shall be required before seeking resignation from IPRCL.

6. **HOW TO APPLY:**

(i) Duly filled in Applications as per **Annexure-II (FOR ABSORPTION) AND Annexure-III (FOR DEPUTATION)** should be sent by post / courier or dropped personally to CGM(HR), Indian Port Rail & Ropeway Corporation Ltd (IPRCL), 4<sup>th</sup> Floor, Nirman Bhavan, Mumbai Port Trust Building, M.P. Road, Mazgaon (E), Mumbai- 400010.

(ii) **Last date for submission of the application through proper channel along with requisite enclosures will be 04.07.2025.**

(iii) IPRCL will not be held responsible if candidates are not able to submit their application by the last date for whatever reason.

(iv) The particulars furnished by the applicant in the application form will be treated as final. No column of the application form should be left blank; otherwise, application form may be rejected.

7. The responsibility to establish eligibility for the post applied for with reference to all the prescribed eligibility conditions rests with the applicant.

8. **Other Instructions:**

a) **Intimation for Personal Interview:** Information for Personal Interview shall be intimated through e-mail/IPRCL website. However, candidates should not wait for e-mail and they should keep checking IPRCL website for keeping them abreast of the development involving recruitment process.

b) Candidates currently serving in Govt/Quasi Govt. offices/Public Sector Undertakings shall have to submit their application along with requisite enclosures through proper channel only failing which their application will not be processed. Further, in case of being short listed for personal interview, they shall have to submit "**No Objection Certificate**" from their employer at the time of Personal Interview, failing which they shall not be allowed to appear in Personal Interview and their candidatures shall be treated as cancelled.

c) **Candidates currently serving in Govt/Quasi Govt. offices/Public Sector Undertakings shall have to submit Photo Copies of last 05 years APARs along with application otherwise they will not be shortlisted.**

d) Before submitting the application, candidate must ensure that he/she fulfils all the eligibility criteria as laid down in this vacancy notice. His/her candidature will be purely provisional subject to eligibility and other verifications before or after his/her appointment in IPRCL

e) The decision of IPRCL about the mode of selection, number of vacancies, eligibility conditions, short-listing of candidates for Personal Interview, etc. shall be final and binding. No correspondence will have been pertained in this regard.

9. **Verification of documents:** The candidate called for Personal Interview shall be required to **produce original documents** relating to **educational qualifications, experience certificates etc.** for verification and also to submit self-attested photocopies thereof at the time of Personal Interview. If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents or he/she is found in eligible for the post applied for or any other claim made in this application if found to be in correct, he/she will not be allowed to appear in the Personal Interview and his candidature will be treated as cancelled.

10. **Travelling expenses:** Travelling expenses will be paid to the candidates for appearing in Personal Interview as per Company Policy.

11. Canvassing in any form will disqualify a candidate.

12. The process of examination/recruitment does not involve any correspondence by IPRCL with candidate at any stage regarding deficiency in application/documents, etc. It shall be responsibility of the candidate to satisfy himself as to his fulfilling the eligibility criteria, and also to furnish correct, complete and desired information/documents etc. Applicant would be required to furnish requisite documents so as to substantiate his/her eligibility for the post. No correspondence will be entertained from the candidates found ineligible or not shortlisted and thus not called for Personal Interview or for their non-selection.

### 13. ACTION AGAINST MISCONDUCT

Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated, having overwriting, having correction marks and they should not suppress any material information while filling up application.

14. 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.

15. 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**.

16. 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.

17. Any resulting dispute arising out of this advertisement/Vacancy Circular shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.

18. **Documents required at the time of Personal Interview:** The candidate should note that the following documents are required to be produced if they are called for Personal Interview apart from sending the requisite documents along with application as indicated below:

- a) Matriculation Certificate (for age proof).
- b) Certificates and Mark-sheets in support of the required educational/professional qualifications.
- c) Certificates in proof of experience, clearly indicating the length and field of experience.
- d) Copy of the appointment letter in support of appointment to the post in the organization in which currently working along with valid Identity card/Current Pay Slip issued by the company.
- e) Latest updated detailed CV.
- f) Photo I.D. proof and address proof (Passport/Aadhaar Card/Driving License/PAN card/ Voter 1. Card) issued by Central/State Govt.
- g) 'No Objection Certificate' if the candidate is working in any Govt/PSU/ attached or subordinate organization or any public body substantially funded by the Govt.

19. **Information on website only:** Any corrigendum to this notice/further information/details regarding applications or applicants/ any other information regarding intimation for screening/ interaction/ notices/ results/ panels shall be posted only on the official website of IPRCL. No publication in any other media will be made. Therefore, the candidates are advised to keep updating themselves by checking the 'Career' section on IPRCL's website.







## इन्डियन पोर्ट रेल एंड रोपवे कॉर्पोरेशन लिमिटेड

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### ANNEXURE-I

|  |   |
|--|---|
| Name of Organization   | Indian Port Rail & Ropeway Corporation Ltd  |
| Name of the posts & Tentative place of posting*                  | DGM (Civil)/E4 (02 posts) – 01-Mumbai & 01-Vishakapatnam.<br>Sr. Manager (Civil)/E3 – Gandhidham<br>Manager (Civil)/E2- Ahmedabad (NMHC-Lothal)<br>Manager (HR)/E2-Mumbai   |
| Monthly Remuneration   | <b>On Absorption:</b><br>For DGM(Civil) IDA Scale of pay: Rs. 70000-200000/- +Applicable Allowances + PRP (for IDA as per Policy)<br>For Sr. Manager (Civil) IDA Scale of pay: Rs. 60000-180000/- + Applicable Allowances + PRP (for IDA as per Policy)<br>For Manager (Civil) AND Manager (HR): IDA Scale of pay: Rs. 50000-160000/- + Applicable Allowances + PRP (for IDA as per Policy)<br><br><b>On Deputation:</b><br>Parent Pay & Allowances + Deputation Duty Allowance + Other Allowances applicable to deputationist as per Company Policy.   |
| Age  | <b>On Absorption:</b><br>For DGM(Civil)/E4 - Up to 45 years as on 04.07.2025<br>For Sr. Manager (Civil)/E3 – up to 40 years as on 04.07.2025<br>For Manager (Civil)/E2 & Manager (HR)/E2 – up to 35 years as on 04.07.2025<br><br><b>On Deputation:</b><br><b>For all posts – up to 57 years as on 04.07.2025</b>   |
| Terms of Appointment   | <b>On Absorption OR On Deputation for 03 years extendable further as per rules</b> (subject to extension of exemption from rule of immediate absorption beyond 01.11.2025 by Ministry/DPE).   |
| Essential Qualification  | For DGM(Civil), Sr. Manager (Civil), Manager (Civil): Full time Degree in Civil Engineering.<br><br>For Manager (HR): Full time Post Graduate Degree or Post-Graduate Diploma in HR/PM&IR/MSW etc.<br>The above qualification should be from recognized University<br><br><b>Note:</b> The educational qualification prescribed above are not applicable for candidates applying on Deputation  |
| Required Experience:   | <b>For DGM(Civil), Sr. Manager (Civil), Manager (Civil):</b> Execution of Infrastructure Projects of Railways, Metro, Ports, Highways etc.<br><br><b>Preferred Experience:</b><br>Experience of working in Underground/Elevated Metro Projects, Railway Projects, Multistoried Building Projects etc.<br><br><b>For Manager (HR):</b> Candidates should have adequate service experience in HR /Personnel department like exposure to HRD Systems, handling selection, promotion, seniority, creation of posts, recruitment, transfer, disciplinary cases, pay & allowances, service matters, APAR/ACRs, DPE & DoPT guidelines, IR matters etc. |
| Eligibility criteria for officials working in CDA/IDA Pay-Scales | <b>For DGM (Civil)/E4</b><br><b>i) For Officers working on Regular basis (on absorption) in CDA scale:</b> Officers working in PB-2/3 + 4800 or GP 5400 -(Pre-revised 6th CPC) Revised to matrix level 8 / 9 under 7th CPC.   |

|                                |  |
|--------------------------------|--|
|                                | <p><b>ii) For Officers working on Regular basis (on absorption) in IDA scale:</b><br/>Working in IDA scale of Rs. 29100-54500 (Pre-revised 2nd PRC) revised to 70000-200000 under 3rd PRC and having Minimum 06 years of Managerial/ Executive Level Service experience. <b>OR</b> Working in IDA scale of Rs. 24900-50500 (Pre-revised 2nd PRC) revised to 60000-180000 under 3rd PRC for a period of 02 years and having Minimum 06 years of Managerial/ Executive Level Service experience.</p> <p><b>(iii) For appointment on Deputation for Officers working on Regular basis in CDA scale:</b><br/>Group-B (Gaz.) officers working in PB-3/GP-6600 (pre-revised 6th CPC) revised to matrix level 11 (7th CPC) or PB-3/GP 5400 (pre-revised 6th CPC) revised to matrix level 10 (7th CPC) with 4 years in Grp B.</p> <p><b><u>For Sr. Manager (Civil)/E3</u></b></p> <p><b>i) For Officers working on Regular basis (on absorption) in CDA scale:</b><br/>Employees working in PB-2 + GP 4600 (PB 2+ GP 4800 (Pre-revised 6th CPC) Revised to matrix level 7 / 8 under 7th CPC for a period of 02 years.</p> <p><b>ii) For Officers working on Regular basis (on absorption) in IDA scale:</b><br/>Working in IDA scale of Rs. 24900-50500 (Pre-revised 2nd PRC) revised to 60000-180000 under 3rd PRC and having Minimum 06 years of Managerial / Executive level service experience. <b>OR</b> Working in IDA scale of Rs. 20600-46500 (Pre-revised 2nd PRC) revised to 50000-160000 under 3rd PRC for a period of 02 years and having Minimum 06 years of Managerial / Executive level service experience.</p> <p><b>(iii) For appointment on Deputation for Officers working on Regular basis in CDA scale:</b><br/>Group B in PB 2 + GP Rs 4800/5400 (pre-revised 6th CPC) revised to matrix level 8 / 9 (7th CPC)</p> <p><b><u>For Manager (Civil)/E2 and Manager (HR)/E2</u></b></p> <p><b>i) For Officers working on Regular basis (on absorption) in CDA scale:</b><br/>Employees working in PB-2 + GP 4600 or in PB2 + GP 4200/- (Pre-revised 6th CPC) Revised to matrix level 7 / 6 under 7th CPC for a period of 04 years.</p> <p><b>ii) For Officers working on Regular basis (on absorption) in IDA scale:</b><br/>Working in IDA scale of Rs. 20600-46500 (Pre-revised 2nd PRC) revised to 50000-160000 under 3rd PRC and having Minimum 05 years of Managerial / Executive level service experience. <b>OR</b> Working in IDA scale of Rs. 16400-40500 (pre-revised) revised to 40000-140000 under 3rd PRC for a period of 02 years and having Minimum 05 years of Managerial / Executive level service experience.</p> <p><b>(iii) For appointment on Deputation for Officers working on Regular basis in CDA scale:</b><br/>Group-C employees holding post in PB-2/GP 4600/4800 (pre-revised 6th CPC) revised to matrix level 7 / 8 (7th CPC) on regular basis.</p> |
| Physical & Medical Fitness     | Applicant should be physically and medically fit. In case of selection, Candidate will have to undergo medical examination as per the corporation's policy.  |
| Selection Process              | Suitable candidates will be shortlisted based on their eligibility/experience in the relevant field and may be called for interview.   |
| Compensation Package & Posting | The corporation offers attractive pay, perks and allowances attached to the post/grade as per company policy.  |

**\* The officer can, however, be posted anywhere in India.**

**Corrigendum if any to the above notification will be published on IPRCL/IPA website only.**

Affix your recent passport size Photograph

- | Exam Passed | Board/ University | Year of Passing | Division/ Class | % of Marks |
|-------------|-------------------|-----------------|-----------------|------------|
|             |                   |                 |                 |            |
|             |                   |                 |                 |            |
|             |                   |                 |                 |            |
|             |                   |                 |                 |            |

15) Brief Relevant Professional Experience *(Self Attested photocopies of Certificates to be attached):*

| S. No | Name of the Organization | Pvt/ Govt/ PSU/ Semi Govt. | Designation | Grade Pay/ CTC | From (D/M/Y) | To (D/M/Y) | Detailed Nature of Work done |
|-------|--------------------------|----------------------------|-------------|----------------|--------------|------------|------------------------------|
|       |                          |                            |             |                |              |            |                              |
|       |                          |                            |             |                |              |            |                              |
|       |                          |                            |             |                |              |            |                              |
|       |                          |                            |             |                |              |            |                              |

**PS: - Please use separate sheet for more experience & Detailed Nature of work done.**

16) Whether employed in any Central Govt./ State Govt. PSUs/Semi Govt. (Yes/No): .....  
(If yes, then application should be sent through proper channel or with NOC issued by Employer)

17) Have you ever been involved in Anti National activities? .....

18) Have you ever been convicted? .....

29) If yes, please give details: .....

20) 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.

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

**If Yes-** Details thereof :

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

**If Yes –** Details thereof :

23) List of Enclosures:

|  |  |
|--|--|
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## **DECLARATION**

I hereby declare that all the details given by me are correct and necessary documentary proof will be produced at the time of screening/ interaction. In case any of the above-mentioned details have been found to be incorrect or failure to produce documentary proof in support of the same, my candidature is liable to be summarily cancelled at any time. In the event of my selection, I agree to abide by the rules & regulations of Indian Port Rail & Ropeway Corporation Ltd. and in the event of failure to abide by the same my candidature is liable to be cancelled. I also understand that submitting this Application form does not give me right to be called for Screening/ Interaction.

**Place:**

**Date:**

**Signature of the Candidate**

| INDIAN PORT RAIL & ROPEWAY CORPORATION LIMITED |  |                                       |                                       |                                       |
|--|--|---------------------------------------|---------------------------------------|---------------------------------------|
| APPLICATION FORMAT FOR DEPUTATION              |  |                                       |                                       |                                       |
| Name of the post applied for                   |  | :                                     |                                       |                                       |
| Place of Posting: _____                        |  |                                       |                                       |                                       |
| <b>Personal Data</b>                           |  |                                       |                                       |                                       |
| 1.   | Name   | :                                     |                                       |                                       |
| 2.   | Gender   | :                                     |                                       |                                       |
| 3.   | Service  | :                                     |                                       |                                       |
| 4.   | Department   | :                                     |                                       |                                       |
| 5.   | Category   | :                                     |                                       |                                       |
| 6.   | Date of Birth  | :                                     |                                       |                                       |
| 7.   | DITS   | :                                     |                                       |                                       |
| 8.   | Date of entry in Group A/B/C (as applicable)   | :                                     |                                       |                                       |
| 9.   | Number of years of service in Group-A as on the closing date of advertisement.                       |                                       | Years_____, Months_____, Days_____    |                                       |
| 10.  | Present pay band with Grade Pay / Matrix level under 7th CPC and basic pay as on date of application | :                                     |                                       |                                       |
| 11.  | Present Designation in Railway   | :                                     |                                       |                                       |
| 12.  | Present Place of Posting   | :                                     |                                       |                                       |
| 13.  | Contact Details  | :                                     |                                       |                                       |
|  | (a) Present Address  |                                       |                                       |                                       |
|  |  |                                       |                                       |                                       |
|  |  |                                       |                                       |                                       |
|  | (b) Permanent Address  | :                                     |                                       |                                       |
|  |  |                                       |                                       |                                       |
|  |  |                                       |                                       |                                       |
|  | (c) Email ID   | :                                     |                                       |                                       |
|  | (d) Telephone (O)  | :                                     |                                       |                                       |
|  | (e) Telephone (R.)   | :                                     |                                       |                                       |
|  | (f) Mobile Number  | :                                     |                                       |                                       |
| <b>14. Education Qualifications:</b>           |  |                                       |                                       |                                       |
| Sr. No.  | Qualification (SSC Onwards in Chronological Order)   | Year of Passing                       | Percentage of Marks Obtained/Division | Institution/University, Place/Country |
| (i)  |  |                                       |                                       |                                       |
| (ii)   |  |                                       |                                       |                                       |
| (iii)  |  |                                       |                                       |                                       |
| <b>Training Programmes attended</b>            |  |                                       |                                       |                                       |
| Sr. No.  | Training Programme   | Period (From-to)                      | Institution                           | Remarks                               |
| (i)  |  |                                       |                                       |                                       |
| (ii)   |  |                                       |                                       |                                       |
| (iii)  |  |                                       |                                       |                                       |
| <b>15. Experience Details:</b>                 |  |                                       |                                       |                                       |
| Sr. No.  | Designation in Railway with place of Posting   | Grade (i.e. Gr.C/ Gr.B/SS,JAG/SG/SAG) | From                                  | To                                    |
| (i)  |  |                                       |                                       |                                       |
| (ii)   |  |                                       |                                       |                                       |
| (iii)  |  |                                       |                                       |                                       |



|            |  |          |  |
|------------|--|----------|--|
| <b>16.</b> | <b>Details of Previous deputation/<br/>Foreign assignment, if any</b>  | <b>:</b> |  |
| <b>17.</b> | <b>whether debarred from deputation?<br/>If yes, please furnish details.</b>   | <b>:</b> |  |
| <b>18.</b> | <b>Whether cooling off period<br/>completed? If yes, date of return<br/>from previous deputation with<br/>details, wherever applicable</b> | <b>:</b> |  |

### **DECLARATION**

I hereby declare that all the details given by me are correct and necessary documentary proof will be produced at the time of screening/ interaction. In case any of the above-mentioned details have been found to be incorrect or failure to produce documentary proof in support of the same, my candidature is liable to be summarily cancelled at any time. In the event of my selection, I agree to abide by the rules & regulations of Indian Port Rail & Ropeway Corporation Ltd and in the event of failure to abide by the same my candidature is liable to be cancelled. I also understand that submitting this Application form does not give me right to be called for Screening/ Interaction.

**Place:**

**Date:**

**Signature of the Candidate**