



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 Port, Shipping & Waterways, Government of India)

CIN No: U60300DL2015PLC282703

(An ISO 9001, 14001 & 45001 Certified Company)



VACANCY CIRCULAR NO. 12/2023 dated 04.07.2023

कंपनी का नाम

Name of the Company

Indian Port Rail & Ropeway Corporation Ltd.

पद का नाम

Name of the post

Director (Finance)

रिक्ति की तिथि

Date of Vacancy

04.07.2023

कंपनी की अनुसूची

Schedule of the company

Schedule B (Equivalent)

पद का वेतनमान

Scale of the post

Rs. 160000-290000 (IDA)

I. COMPANY PROFILE

Indian Port Rail & Ropeway Corporation Ltd (IPRCL) was incorporated under the Indian Companies Act ,2013 on 10.07.2015 with the main objective to undertake last mile rail connectivity project to Major ports, modernisation of rail infra in ports and manage internal port Railway system services and consultancy services in India and abroad in mainly in the fields of railway, ROBs, Roads, Ropeway other multi-modal transports infra. IPRCL is a schedule 'B' equivalent JV company under Ministry of Ports, Shipping and Waterways. The company employed 181 employees as on 31.03.2023.

It's Registered Office is at New Delhi and Corporate Office is at Mumbai.

The authorised share and paid-up capital of the company are Rs.500 Crore and 100 Crores respectively as on 31.03.2023.

The indirect shareholding of the Ministry of Ports, Shipping & Waterways through Major ports in the Company is 90% as on 31.03.2023.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Finance) is a member of the Board of Directors and reports to Managing Director. He/She is overall in-charge of finance and accounts of the organisation and is responsible for evolving and formulating policies relating to finance and accounts as well as implementation thereof.

III. ELIGIBILITY:

1. AGE: On the date of advertisement

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40	2 years residual service as on the date of advertisement w.r.t. the date of superannuation.	40	3 years residual services as on the date of advertisement w.r.t. the date of superannuation.

2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular or minimum three years in contractual capacity – not in an ad-hoc capacity – in one of the followings.

(a) Central Public Sector Enterprises (CPSE) / Major Ports/ Special Purpose Vehicles (SPV)/Joint Venture (JV) Companies promoted by Government and/or Government Organizations (including a full-time functional Director in the Board of a CPSE/SPV and/or JV company promoted by Government and/or Government Organisation).

- (b) Central Government including the Armed Forces of the Union and All India Services:
(c) State Public Sector Enterprises (SPSE) where the annual turnover is *Rs. 250 crore or more.
(d) Private Sector in company where the annual turnover is *Rs.250 crore or more.

Preference would be given to candidates from listed companies.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits.)

3. QUALIFICATION:

(i) The applicant should be a Chartered Accountant or Cost Accountant or a full time MBA/PGDM course having specialisation in Finance with good academic record from a recognised University/ Institution. Preference would be given to Chartered Accountant.

(ii) Officers of organised Group 'A' Accounts Service (i.e Indian Audit and Accounts Service, Indian Defence Accounts Service, Indian Railway Accounts Service, India Civil Accounts Service, Indian P & T Accounts & Finance Service and Indian Cost Accounts Service) working in the appropriate level are exempted from these educational qualifications.

iii) Further, applicants from the Central Government/Armed Forces of the Union/ All India Services, will also be exempted from the educational qualifications as per (i) above provided the applicants have 'the relevant experience' as mentioned in Para 4(iii) below.

In respect of applicant from Organised Group 'A' Accounts Service/Central Government/Armed Forces of the Union/ All India Services, Chartered Accountant/Cost Accountant /MBA/ PGDM will be a desirable educational qualification.

4. EXPERIENCE:

(i) The applicant should have minimum 10 years work experience and at least five years of cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management /Corporate Accounts in an organisation of repute.

(ii) Applicants from organised Group 'A' Accounts service should have at least five years cumulative experience at a senior level during the last ten years in the area of Corporate Financial Management/ Corporate Accounts.

(iii) The relevant experience in respect of applicants from Central Government/Armed Forces of the Union/ All India Services would include at least seven years of cumulative experience at the senior level during the last ten years in the area of Corporate Financial Management/ Corporate Accounts.

5. PAY SCALE:

(a) Public Sector Executives or Major Ports/ SPV/JV Company Promoted by Government/ Government Organization

Executives holding posts in the pay scale of:

- (i) Rs. 51300-73000/- (post 01.01.2007 scale) with Industrial DA
(ii) Rs. 120000- 280000/- (post 01.01.2017 scale) with Industrial DA
(iii) Rs. 18400-22400 with Central DA (pre-revised) post 01.01.1996
(iv) Rs. 37400-67000 with Grade Pay of Rs.10,000/- Central DA post 01.01.2006
(v) Rs. 144200-218200 (Level 14) CDA post 01.01.2016

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

(b)

i) **Applicants from Central Government / All India Services** should be holding a post of the level of Director in Government of India or carrying equivalent scale of pay for minimum 2 years on the date of application.

ii) **Applicants from Armed Forces of the Union** should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/Air Force for minimum 2 years on the date of application.

(c)

Applicants from State Public Sector Enterprises / Private Sector should be working / worked for minimum 2 years at Board level position or holding a post immediately below the Board level for at least 2 years on the date of application.

6. IMMEDIATE ABSORPTION/DEPUTATION FOR CENTRAL GOVERNMENT OFFICERS:

Central Government officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration on immediate absorption basis or on deputation. Deputation from CPSEs, Major Ports, SPV/JV Company promoted by Government/Government Organization is also permitted provided the candidate furnishes his/her willingness and permission from his parent organisation to be appointed on deputation along with the application.

IV. **DURATION OF APPOINTMENT:**

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

V. **SUBMISSION OF APPLICATIONS**

Prospective candidates from Public Sector Companies/ Major Ports/ SPSE/ SPV or JV companies promoted by Government or Government Organizations and Government officers shall submit their applications, through proper channel within due date as prescribed in Para-V above failing which their applications shall be rejected, in the format at **Annexure-I**.

1. The applications for various categories of the officers are routed through proper channels follows:
 - a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
 - b) CMDs/MDs/Functional Directors in CPSE/SPV or JV companies promoted by Government Organization: through the concerned Administrative Ministry;
 - c) Below Board level in CPSE/ Major Port/ SPV or JV companies promoted by Government and/or Government Organisation: through the concerned CPSE/ Major Port/ SPV or JV;
 - d) CMDs/ MDs/ Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;
 - e) Below Board level in SPSE: through the concerned SPSE;
 - f) Forwarding of application through deputation shall be clearly mentioned on the forwarding letter and application that in case of selection of the candidate the organisation is willing to relieve the candidate;
 - g) Private Sector: directly to IPRCL.
2. Applicants from Private Sector must submit the following documents along with the application form in **Annexure-II**:
 - (a) Annual Report of the Company in which currently working for preceding financial year in which the post is advertised (please provide URL or attach/enclose copies);
 - (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose copies);
 - (c) Evidence of working at Board level or at least a post of the level immediately below the Board level;
 - (d) Relevant Jobs handled in the past with details.

VI. **UNDERTAKING BY THE CANDIDATE**

An applicant has to give an undertaking as part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

For candidates from Central Government/Armed Forces of the Union/ All India Services/Major Port/CPSE/SPSE/SPV or JV company promoted by Government/ Government Organization/Private Sector:

- a) If a candidate conveys his/her unwillingness to join after interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in IPRCL
- b) Further, if a candidate conveys his/her unwillingness to join after issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer appointment for being considered for a Board level post in IPRCL.

VII. **GENERAL CONDITIONS**

- i. All qualification should be recognized by UGC/AICTE/AIU(GOI).
- ii. Additional weightage may be given to candidates having additional relevant or higher qualifications.
- iii. Candidates, who are presently employed in SPSEs/Private Sector, must spell out clearly that his/her designation and scale in his Present Organization is equivalent to or above of that mentioned herein

above. These candidates are required to submit a copy of the Organization Structure and Pay Scale of the present employment (duly signed by the candidate) to justify their eligibility for a particular post, in the absence of which the application shall not be considered.

- iv. Appointment shall be subject to Service and Conduct Rules of the company.
- v. The company 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.
- vi. 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 after appointment, his/her services are liable to be terminated.
- vii. Any request for change of address / change of centre for group discussion and / or interview shall not be entertained.
- viii. The company has the right to reject any application/ candidature at any stage without assigning any reason and the decision of company shall be final.
- ix. The company has the right to reject entirely or partially the selection/advertisement at any stage without assigning any reason and the decision of company shall be final in this regard.
- x. Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated at Mumbai only.
- xi. Canvassing in any form will be a disqualification.
- xii. Communication shall be sent at the **Present Address** mentioned by the Candidate in the application form.
- xiii. Any changes /modifications / Corrigendum / Addendum etc. in the advertisement will be placed on the website of the Company (www.iprcl.in) and IPA (www.ipa.nic.in) only. Candidates applying for the post are advised to visit the websites regularly for updates.
- xiv. IPRCL reserves the right to seek clarifications/documents, if required. Further Screening Committee/Selection Committee reserves the right to accept/ reject the application which is not complete or is deficient based on the extent/nature of deficiency.
- xv. Self-Attested Photocopies of all certificates /testimonials are to be provided with the application form including:-
 - a. Proof of date of Birth (Class 10 Board Certificates or Birth Certificate)
 - b. Educational/ Professional Certificates of qualifying criteria (for Private Sector candidates only).
 - c. Experience Certificates (including Appointment & Relieving letters of all employers during last 10 years) (for Private Sector candidates only).
 - d. Self-Certified Copies of Last 05 years APARs / ACRs. (only applicable to candidates from Central Government/Armed Forces of the Union/ All India Services/Major Port/CPSE/SPSE/SPV or JV company promoted by Government/ Government Organisation).
 - e. Copy of last drawn Salary Slip.

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

SELECTION PROCESS

After scrutinizing all the applications received for the post, only short-listed candidates will be called for interview by the Selection Committee constituted by the Board of IPRCL.

The decision of the Selection Committee will be final and no correspondence on the decision of the Committee will be entertained in this regard.

Last date of receipt of applications by post / courier in Indian Port Rail & Ropeway Corporation Limited is 30 days from publishing of Advertisement in Newspaper. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications and application not in prescribed format are liable to be REJECTED.

Company reserves the right to shortlist candidates for interview.

Applications are to be addressed to:

Company Secretary
Indian Port Rail & Ropeway Corporation Limited
4th Floor, Nirman Bhavan,
M.P. Road, Mazgaon (East),
Mumbai – 400010.

**ALL CORRESPONDENCE WITH THE INDIAN PORT RAIL & ROPEWAY CORPORATION LIMITED
SHOULD BE ADDRESSED TO COMPANY SECRETARY ONLY.**



Corporate Office: 4th Floor, Nirman Bhavan, Mumbai Port Trust Building, M. P. Road, Mazgaon (E), Mumbai - 400 010
Ph. No. : 022 – 6656 6340; Fax No. : 022 – 6656 6336; Email: cs@iprcl.in, website: www.iprcl.in
Regd. Office: 1st Floor, NBCC Place, Bhisma Pitamah Marg, Lodhi Road, New Delhi-1100001



भारत सरकार
ONE EARTH - ONE FAMILY - ONE FUTURE

ANNEXURE I

**APPLICATION FORM FOR CANDIDATES FROM PUBLIC SECTOR COMPANIES/ MAJOR PORTS/ SPSE/ SPV OR JV COMPANIES PROMOTED BY GOVERNMENT OR GOVERNMENT ORGANIZATIONS
[THROUGH PROPER CHANNEL]**

(Note: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the post applied for : _____

2. (a) Name (in full) : _____

(b) Father's / Husband's Name (in full) : _____

(c) Designation of the Applicant (in full) : _____

(d) Office Address: _____

3. Present Address: _____

4. Permanent Address: _____

5. Telephone No: Office : _____ Residence : _____ FAX No.: _____

Mobile No.: _____ E-Mail address : _____

6. Date of Birth and Age as on date of advertisement _____

7. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/ professional qualifications (along with the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			



8. Positions held during the preceding ten years:-

Sl. No.	Designation and place of posting	Organization	From	To	Pay scale

8(a). Details of experience relevant for the advertised post and job description, out of 8 above:

Sl. No.	Designation and place of posting	Organization	From	To	Pay scale	Nature of experience

Note: You may attach write up. If you wish, not exceeding two pages, in support of your candidature".

9. Do you hold lien in any other organization? Yes/No
If yes:

- (a) name of the organization in which the lien is held.
- (b) the date from which the lien is held

Are you on deputation? Yes/No

If yes:

Date from which you have been on deputation.

10. (a) Whether any punishment awarded to the applicant during the last 10 years. Yes/ No
If yes, the details thereof

(b) Whether any action or inquiry is going on against him as far as his knowledge goes. Yes/ No If yes, the details thereof

11. I certify that self-certified documentary proofs are attached for:

- (i) Proof of date of Birth (Class 10 Board Certificates or Birth Certificate).
- (ii) Copies of Last 05 years APARs / ACRs.
- (iii) Copy of last drawn Salary Slip.
- (iv) Annual Report for the last audited financial year, or annual turnover figures duly certified by the Company

Secretary/CFO. (Only applicable for candidates working in SPSEs)

- (v) Candidates, who are presently employed in SPSEs, must spell out clearly that his/her designation and scale in his Present Organization is equivalent to or above of that mentioned in sub-clause 5 of Clause-III-Eligibility Criteria. These candidates are required to submit a copy of the Organization Structure and Pay Scale of the present employment.

DECLARATION REGARDING EMPLOYMENT STATUS

I, _____, do hereby declare on the date of application, as well as on the date of interview, I am employed in a regular / contractual (with minimum 3 years duration) capacity – not in an ad-hoc capacity in CPSEs/Govt./Major Ports/JV and SPV promoted by Government/SPSEs.

(Name and Signature of the applicant)

DECLARATION REGARDING HOLDING CURRENT POSITION

(Applicable for candidates working in SPSEs)

I, _____, do hereby declare that I am working/worked for minimum 2 years at Board level position or holding a post immediately below the Board level for at least 2 years on the date of application.

(Name and Signature of the applicant)

UNDERTAKING TO JOIN

I, _____, do hereby undertake that I will join the company, if selected.

(Name and Signature of the applicant)

DECLARATION

I hereby declare that all the statements made in this application form are true, complete and correct to the best of the knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or my not satisfying the eligible criteria according to the requirements, my candidature/appointment is liable to be cancelled/ terminated.

Date:

Place:

(Name and Signature of the applicant)

(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.



Signature & Designation
of the Competent Forwarding Authority
with Telephone no. & office Seal.

ANNEXURE II

APPLICATION FORM FOR PRIVATE SECTOR EXECUTIVES

(Note: Any column left blank will make the application incomplete and liable for rejection.)

1. Name of the post applied for: _____

2. (a) Name (in full) : _____

(b) Father's / Husband's Name (in full) : _____

(c) Designation of the Applicant (in full) : _____

(d) Office Address: _____

3. Present Address: _____

4. Permanent Address: _____

5. Telephone No: Office _____, Residence _____ FAX No. _____

Mobile No. _____ E-Mail address _____

6. Date of Birth and Age as on date of advertisement _____

7. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/ professional qualifications (along with the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			

8. Positions held during the preceding ten years:-

Sl. No.	Designation and place of posting	Organization	From	To	Pay scale

8(a). Details of experience relevant for the advertised post and job description, out of 8 above:

Sl.No.	Designation and place of posting	Organization	From	To	Pay scale	Nature of experience

Note: You may attach write up. If you wish, not exceeding two pages, in support of your candidature”.

9. Annual Turnover of the Company where the candidate is employed (Certified copy to be attached):
Turnover Rs. _____ for the year _____.

10. I certify that self-certified documentary proofs are attached for:

- (i) Proof of date of Birth (Class 10 Board Certificates or Birth Certificate).
- (ii) Educational Certificates of qualifying criteria.
- (iii) Professional Certificates of qualifying criteria.
- (iv) Copy of last drawn Salary Slip.
- (v) Annual Report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO.
- (vi) Candidates, who are presently employed in Private Sector, must spell out clearly that his/her designation and scale in his Present Organization is equivalent to or above of that mentioned in sub-clause-5 of Clause-III- Eligibility Criteria. In support these candidates shall submit a copy of the Organization Structure and Pay Scale of the present employment.
- (vii) A write up on the significant contributions made by me during the present/past assignments and my suitability for the post.
- (viii) Experience Certificates (including Appointment & Relieving letters of all employers during last 10 years).
- (ix) Company in which I am working is listed on the _____ stock exchange. (if listed) Proof of listing is enclosed. (Name)

DECLARATION REGARDING EMPLOYMENT STATUS

I, _____, do hereby declare on the date of application, as well as on the date of interview, I am employed in a regular / contractual (with minimum 3 years duration) capacity – not in an ad-hoc capacity in the Private Sector.

(Name and Signature of the applicant)

DECLARATION REGARDING HOLDING CURRENT POSITION

I, _____, do hereby declare that I am working/worked for minimum 2 years at Board level position or holding a post immediately below the Board level for at least 2 years on the date of application.

(Name and Signature of the applicant)

UNDERTAKING TO JOIN

I, _____, do hereby undertake that I will join the company, if selected.

(Name and Signature of the applicant)

DECLARATION

I hereby declare that all the statements made in this application form are true, complete and correct to the best of the knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or my not satisfying the eligible criteria according to the requirements, my candidature/ appointment is liable to be cancelled/ terminated.

Date :

Place :

(Name and Signature of the applicant)



