

Regd. Office: 1st Floor, August Kranti Bhawan, Bhikaji Cama Place, R.K. Puram, New Delhi-110066

Advertisement No. 23/2025 Dated 29/08/2025

Opening Date: 29/08/2025

Closing Date:28/09/2025(Time upto 17:00 Hrs)

NOTICE FOR ENGAGEMENT OF EXPERIENCED OFFICIAL TO FIVE POSTS IN FINANCE DEPARTMENT. RAIL VIKAS NIGAM LIMITED FOR ANYWHERE IN INDIA ON REGULAR BASIS

Rail Vikas Nigam Limited (RVNL) is a Navratna CPSE under the Ministry of Railways (Govt. of India) engaged in the construction of Metro/Railway Construction/Major Bridge Construction/Tunnelling/Highways Including Major Infrastructure Design Management, Project Management and Construction Supervision in India and Overseas.

We are looking for dynamic professionals from open market on regular basis for the following post(s), for which applications are invited from Indian citizens working in Government Organization/CPSE/Central Govt. Companies/Metro Companies only:

1. DETAILS OF POST, DEPARTMENT, GRADE PAY/MONTHLY REMUNERATION, NUMBER OF VACANCIES:

S. No.	Name and Level of the post(s)	Department	Grade Pay/ Monthly Remuneration #	Number of the post(s)	Place of Posting
1	Sr. DGM (E-5)	Finance	Rs.80000-220000/- (IDA) +Applicable Allowances	(UR-02)	Anywhere in India.
2	Manager (E-2)	Finance	Rs.50000-160000/- (IDA) +Applicable Allowances	(UR-03)	Anywhere in India.

[#] The Corporation offers attractive pay, perks and allowances attached to the post/grade as per company policy

2. <u>ESSENTIAL QUALIFICATIONS</u>, <u>ELIGIBILITY CRITERIA</u>, <u>EXPERIENCE</u>, <u>LOCATION</u>: The applicant shall verify their eligibility criteria in terms of 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 institutes incorporated by an Act of Parliament or State Legislature in India or UGC Act or from Government approved/recognized institutions/approved by AICTE. Only Full time course will be considered while determining eligibility.

- 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 01/08/2025.
- iv) Applicants should possess the requisite length of post-qualification experience and should meet other eligibility criteria as on 01/08/2025.
- v) Number of vacancies indicated in the notice is provisional and may undergo any change (increase / decrease) or even become NIL at any stage of the recruitment process or even after the recruitment process is complete, in administrative/ business interest of Rail Vikas Nigam Ltd.

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3. Remuneration: Monthly Remuneration will be admissible as applicable for the grade in Annexure-I. Statutory deductions on account of EPF (Employees' share), Income Tax, Professional Tax, etc. shall be made from the Monthly Remuneration.

4. Scheme of Selection:

- i) (a) For Sr.DGM: Selection process will involve Interview which will be held at the Corporate Office of RVNL.
 - **(b) For Manager:** Selection process will involve Written Test and/or Interview which will be held at the Corporate Office of RVNL based on the applications received against the Advertisement.
- ii) Candidates appearing for the interview will be examined by a Scrutiny Committee for determining the eligibility as per the advertised criteria and upon verification of the original documents sent in the application form.
- iii) Screened Candidates will be interviewed subsequently in which they will be assessed mainly on their experience in the relevant field, their past experience and educational qualification etc.
- iv) No request for postponement of written test/skill test/interview will be entertained.
- v) Management reserves the right to call or not to call any/all the candidates who have responded against this advertisement or to cancel/postpone the entire process itself due to various administrative reasons.
- 5. **Resignation:** Three-month advance notice shall be required before seeking resignation from RVNL. This notice shall not absolve the executive of the liabilities of service agreement mentioned in para 6 below.
- **6. <u>Service Agreement:</u>** Substantial investment is made by RVNL on its selection process which includes recruitment, training, on-the job training / guidance for specifically handling the job responsibilities and thereafter. Any discontinuation of the employment before expiry of bond period would unfairly prejudice the interest of the company.

The candidate will have to execute a BOND of the amount and period as indicated below. In the event of breach of the conditions of the bond period, the candidate will be liable to pay the bond amount fully.

Category	Bond Period	Bond Amount (in Rs.)
E-5	03 Years	5 Lakhs + GST
E-2	03 Years	4 Lakhs + GST

7. **HOW TO APPLY**:

- (i) Duly filled in Applications as per Annexure-II and Annexure-III is should to be sent to the Dispatch Section, Ground Floor, August Kranti Bhawan, Bhikaji Cama Place, R.K. Puram, New Delhi-110066 or dropped personally in RVNL Corporate Office, Dispatch Section on any working day, upto 17.00 hrs. of the closing date i.e. 28/09/2025.
- (ii) RVNL will not be held responsible if candidates are not able to submit their application by the last date & time.
- (iii) 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. A check list has been attached in Annexure-III. The candidate should fill this checklist along with Application Form (Annexure-II)
- (iv)Application duly signed by candidate, with latest passport size photograph affixed (not older than 03



Applications received after stipulated date and time shall be summarily rejected. Applicants should clearly note that RVNL will in no case be responsible for non-receipt of their application or any postal delay in receipt thereof on any account whatsoever. The applications received through any other mode, like email, e-office, fax, on-line, through any job-portal etc. will not be entertained.

- (v) Candidates applying for more than one post have to submit a separate Application Form along with the prescribed Fee for each post. However, the candidates will do so at their own risk as the schedule of written test and/or interview for any two posts may fall on same date.
- (vi) a) Candidates for the post of **Manager (Finance)** are required to make 'Application Fee Payment' through Demand Draft as per the table below:

UR/OBC	Rs. 400/-
SC/ST/EWS	NIL

b) "No Application Fee" is applicable for candidates who are applying for the post of Sr.DGM (Finance).

Demand Draft should be drawn in favour of "RAIL VIKAS NIGAM LIMITED" payable at NEW DELHI. The name of candidate, post applied for, advertisement no., Aadhar Number and date of birth should be clearly written on the back side of demand draft.

(vi) Application received without Demand Draft will not be taken into consideration and will be rejected.

8. Other Instructions:

- a) Intimation for Written Test and/or Interview: Information for Written Test and/or Interview shall be intimated through e-mail/RVNL website. However, candidates should not wait for e-mail and they should keep checking RVNL website for keeping them abreast of the development involving recruitment process.
- b) Before submitting the application, candidate must ensure that he/she fulfils all the eligibility criteria as laid down in this vacancy notice. In case of any deficiency or ineligibility, RVNL reserves the right to debar the candidate from interview. His/her candidature will be purely provisional subject to eligibility and other verifications before or after his/her appointment in RVNL.
- c) The decision of RVNL about the mode of selection, number of vacancies, eligibility conditions, short-listing of candidates for written test and/or interview, etc. shall be final and binding. No correspondence will be entertained in this regard.
- d) It shall be responsibility of the candidate to satisfy himself/herself as to his/her 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 written test and/or interview or for their non-selection.
- 9. <u>Verification of documents</u>: The candidate called for Written Test and /or Interview shall be required to produce original documents relating to educational qualifications, experience, caste certificates, disability certificate (if applicable) etc. for verification and also to submit self-attested photocopies thereof at the time of written test and/or interview. If the identity of the candidate is in doubt or if he/she is not able to produce the requisite documents or if there is mismatch of information in the documents or if he/she is found ineligible for the post applied for or if any other claim made in this

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application is found to be incorrect, in that case RVNL reserves the right to cancel the candidature & debar the candidate from interview.

- 10. <u>Travelling expenses</u>: No travelling expenses will be paid to the candidates for appearing in written test and/or interview.
- i) Candidates will have to make their own arrangements for accommodation, if the written test and/or interview is rescheduled/postponed based on the number of applications received or candidates appearing for interview. As such candidate should plan their return journey on the subsequent day of the written test/Interview.
- ii) No correspondence will be entertained regarding change/early scheduling of written test and/or interview.
- iii) No reimbursement of tickets (flight/train/bus etc.) already booked for written test and/or interview will be made.
- 11. Canvassing in any form will disqualify a candidate. Any dispute with regards to the recruitment against this vacancy notice will be done in Delhi High Court, New Delhi only.

12. ACTIONS AGAINST MISCONDUCT:

- a) Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated or should not suppress any material information while filling up the "Application Form".
- b) At any stage of Recruitment process or later, if a candidate is or has been found guilty of any misconduct such as:
 - Using unfair means during the Written test/Interview/DV/Medical.
 - Impersonating or procuring impersonation by any person.
 - Resorting to any unfair means in connection with his/her candidature during selection process.
 - Using undue influence for his/her candidature by any means.
 - Submitting of false certificates/ documents /information or suppressing any information at any stage.
 - Giving wrong information regarding his/her Community/Category (SC/ST/OBC-NCL/EWS/PwBD/Ex-Servicemen).
 - Misbehaving, intimidating or threatening in any manner to the Supervisor, Scrutiny Member, Security Guard, RVNL's representatives or any other staff of RVNL etc.
 - Making statements which are incorrect or false, suppressing material information, submitting fabricated documents, etc.
 - Damaging venue related infrastructure/ equipment(s).
 - Possession of fire alarms/ weapons during the interview/test
 - Assault, use of force, causing bodily harm in any manner to the interview/test functionaries.

Such candidate will be liable to legal/criminal prosecution, as well as the following actions:

- Disqualification from the Recruitment Process and /or.
- Debarment of either permanently or for a specified period from any Exam/Recruitment conducted by RVNL and /or,
- Discharge/removal/dismissal from service, if the act of misconduct comes to notice after appointment to the service of RVNL.

13. Documents required at the time of Written Test and/or Interview:

- a. Matriculation Certificate (for age proof).
- b. Certificates and Mark-sheets in support of the required educational/professional qualifications. In case of Degree/ Diploma in Management qualifications where there is a mention of Dual Specialization, one of the specializations necessarily needs to be function

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specific for which the post has been advertised.

- c. Certificates in proof of experience, clearly indicating the length and field of experience.
 Note: Internship/ Apprenticeship/ Training Period/ Summer Training/ Teaching/ Academic / freelancing experience shall not be considered as qualifying experience.
- d. Caste certificate (In case applicant belongs to SC/ST/OBC (non-creamy layer)/EWS)/PwBD.
 - i) For OBC Candidate, a caste certificate issued by a Competent Authority as applicable for appointment to the services in Govt. of India in proper format will be accepted. Candidate having OBC Certificate issued for appointment to the services in State Govt. will not be eligible. Please note that OBC certificate issued in current financial year only will be accepted as a current proof of not belonging to "creamy layer" in the OBC category.
 - ii) For **EWS candidate**, EWS Certificate issued by the competent Authority of current financial year only will be accepted as a proof to avail the benefit of reservation under EWS category.
 - iii) For **PwBD candidates**, PwBD Certificate in the prescribed Govt. of India format issued by Competent Authority (if applicable)
- e. In case Caste/Category certificate is issued in a language other than Hindi or English, candidates are advised to produce a certified translation of the same in either Hindi or English language at the time of written test/Interview/Document Verification/Joining (if selected), if called for.
- f. Candidates are advised to read all the instructions contained in this vacancy notice very carefully before applying and to satisfy themselves that they fulfil all the eligibility conditions including age, educational /professional qualifications, nature and length of experience and medical standards for the post to be applied by them.
- g. Applicants shall not be allowed to change their categories (e.g. OBC-NCL/SC/ST/EWS/PwBDs) after they have submitted their applications.
- h. Photo I.D. proof and address proof (Passport/Aadhaar Card/Driving License/PAN card/ Voter ID Card) issued by Central/State Govt.
- i. Candidates working in **Govt. Organization/ CPSE/ Central Govt. Companies/ Metro Companies** should apply through proper channel or furnish NO OBJECTION CERTIFICATE at the time of interview.

However, in the event of difficulty in forwarding the application through proper channel/getting NOC from their parent department, they may submit an undertaking at the time of interview that they will produce proper relieving order from their organization, in case selected; otherwise they will not be allowed to join.

- j. Candidate currently serving in Govt. Organization/ CPSE/ Central Govt. Companies/ Metro Companies shall also have to submit Photo Copies of <u>last 05 years APAR</u>s along with application.
- k. 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.
- 14. **Medical Standards:** Applicant should be physically and medically fit. In case of selection, Candidate will have to undergo medical examination as per the Company policy.
- 15. **Probation**: Two years from the date of joining RVNL. The period of probation shall be regulated as per extant rules/instructions issued from time to time.
- 16. **Information under RTI Act**: Any Application under RTI act seeking any information will not be entertained till the completion of the entire recruitment process.
- 17. Rail Vikas Nigam Ltd. will not be responsible for any inadvertent errors of any sort in this vacancy notice and reserves right to correct such errors.
- 18. <u>Information on website only:</u> i) Any corrigendum to this notice/further information/details regarding applications or applicants/any other information regarding intimation for written test/interview/ Document verification/results shall be posted only on the official website of RVNL. No publication in any other media will be made. Therefore, the candidates are advised to keep

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themselves updated by checking the 'Career -- Jobs' section in RVNL's website(www.rvnl.org)

WARNING: Beware of touts / job racketeers trying to deceive by false promises of securing job in RVNL either through influence or by use of unfair and unethical means. RVNL has not authorised any person or any agency for any action on its behalf for interacting with candidates in relation to this recruitment. Candidates are advised to visit only the official website of Rail Vikas Nigam Limited(www.rvnl.org) and beware of fake websites and social media contents put up by the unscrupulous elements.

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S. N	Name and Grade Pay of the Post	Age	Qualifications (Essential /Professional)	Experience Required and Eligibility Criteria
1	Sr. DGM (Finance) (E-5) Rs. 80000- 220000/- (IDA)	48 Years	1. CA/CMA-For officials from CPSE/ Central Govt. Companies/ Metro Companies. 2. CA/CMA/Graduate -For officials from Railways/Central Govt. Departments.	 Experience: Working Experience in Projects Work/PSU environment/ Construction organization/Gati Shakti Unit of Railways/ Railway Divisions, particularly in: 1. Scrutiny of Finance Proposals/ Tender or Bid related matters/ Works & Contractual matters. 2. Working knowledge of SAP/ Tally/ Other ERP/ other automated platforms for processing of payments and Finance Cases etc.
			Par A Rail Vik general A Governmen	a) Official Working in Govt. Org: i) Working in Level 12 (Gazetted) in substantive capacity in Railway/Govt. organisation on regular basis OR ii) Working in Level-11 (Gazetted) in substantive capacity for minimum period of four years on regular basis. b) Official Working in CPSE/Central Govt. Companies/Metro Companies: i) Holding posts in an analogous grade in E-5 (Rs.80000-220000/-) (IDA) on regular basis. OR ii) Served in an analogous grade in IDA E-4 (Rs. 70000-200000/-) for a minimum of four years on regular basis.

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S. N	Name and Grade Pay of the Post	Age*	Qualifications (Essential /Professional)	Experience Required And Eligibility Criteria
2	Manager (Finance) (E-2) Rs. 50000- 160000/- (IDA)	40 Years	1. CA/CMA- For officials from CPSE/Central Govt. Companies/ Metro Companies. 2. CA/CMA/Graduate -For officials from Railways/ Central Govt. Departments.	Experience: Working Experience in Projects Work/ PSU environment/ Construction organization/ Gati Shakti Unit of Railways/ Railway Divisions, particularly in: 1. Scrutiny of Finance Proposals/ Work Matters/ Tender or Bid related matters/ Accounts /Taxation/ Banking & Budget/ Establishment payments. 2. Working knowledge of SAP/ Tally/ Other ERP/ other automated platforms for processing of payments and Finance Cases etc.
			Reit VIX	a) Official Working in Govt. org: i) Working in Level 8 in substantive capacity in Railway/Govt. organisation on regular basis OR ii) Appendix 3A (Railways)/SAS or equivalent qualified from organized accounts with two-year post qualification experience and working in Level 7/Level 6 in substantive capacity for a minimum period of four years on regular basis. b) Official Working in CPSE/ Central Govt. Companies/ Metro Companies: i) Holding posts in an analogous grade in E-2 (Rs.50000-160000/-) (IDA) OR ii) Served in an analogous grade in IDA E-1 (Rs. 40000-140000/-) for a minimum of four years on regular basis.

*Age Relaxation: RVNL Regular/Contract/Outsource employees fulfilling educational and experience criteria shall be given age relaxation for the period of their service over and above the upper age limit subject to the condition that the employees should be currently working in RVNL.

Corrigendum if any to the above notification will be published on RVNL website only.

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RAIL VIKAS NIGAM LIMITED

Advertisement No.-23/2025 Dated 29/08/2025

APPLICATION FORM FOR ENGAGEMENT OF FIVE POSTS IN FINANCE DEPARTMENT FOR ANYWHERE IN INDIA FROM OPEN MARKET OF RAIL VIKAS NIGAM LTD.,

	(Completed Application Form should be filled in Block Letters using Blue Ball Pen)	Affix your recent
To,		passport size Photograph with
1)	Applied for the Post:	on it (Not older than 03
2)	Name of the Candidate (IN BLOCK LETTERS):	months)
3)	Father's Name (IN BLOCK LETTERS):	
4)	(a) Date of Birth: D D M M Y Y Y Y	
	(b) Age (As on 28/09/2025):	
5)	Years Months Days Sex: Male Female	
6)	Aadhaar Number:	
7) 8)	Community (UR/OBC-NCL (Non-Creamy Layer/SC/ST/EWS):	
9)	Religion:	
10)	Marital Status:	
12)	Personal Marks of Identification (To be filled compulsorily, if no such mark, with its compulsorily is compulsorily if no such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its compulsorily is compulsorily in the such mark, with its computation of the such marks and the such marks are such marks. The such marks are such marks and the such marks are such marks are such marks are such marks and the such marks are such marks are such marks and the such marks are such marks are such marks are such marks and the such marks are such marks. The such marks are such marks. The such marks are such mark	
13)	Address for Communication:	
	State Pin Code	
14)	Permanent Address:	
	State	
15)	(i) Landline Telephone No. with STD Code: & Mobile No	
	Signature of the Candidate	

16)	Demand Draft	t No	B	ank Nai	ne:		Date:		
17)	Educational Qualification (Self Attested photocopies of Educational Certificates to be attached):								
	Exam Pass (Chronologica		Board/Uni	versity	Year o Passin	and the second second			
L		PS:- Please	e use separate	sheet f	or more qualif	ication.			
18) S. No.	Brief Relevant I Name of the Organisation (Reverse Chronological Order)	Professional Ex Govt./CPSE /Pvt./Other	perience (Self Designation	Grade Pay/ CTC	d photocopies of Type of Employment (Contact/ Regular/ Other)	From	To (D/M/Y)	Nature of Work done (Detailed Description	
		7.77	200 Rail	A	-727 S 25 N/42	1990) 1992 /	/2//		
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	700 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -	PS:- Pleas	e use separat	e sheet	for more expe	rience.			
	Whether emp							Companies.:	
20)	Have you ever	been involved	in Anti Nationa	al activit	ies? Yes/No				
21)	Have you ever	been convicted	d?	•••••		*********			
22)	If yes, please gi	ve details:	***************************************						
23)	List of Enclosu	res: Please fill	and attach doc	uments a	as per Annexur	e III			
I here produ to be sur of Rai	ARTION by declare that ced at the time of the concept or failung marily cancelle lyikas Nigam Liled. I also under	of screening/ir are to produce d at any time. mited and in t	nteraction. In c documentary In the event of the event of fai	ase any proof in f my sele lure to a	of the above m support of the ection, I agree to abide by the sai	entioned of same, my sabide by me my car	letails have candidatur the rules &	e been found re is liable to & regulations	

Screening/Interaction.

Place: Date:

Signature of the Candidate

S.No	Parameters	Details	
1.	Name		
2.	Post Applied for		
3.	Four Passport size photographs.	Yes/No	
4.	DOB (DD/MM/YYYY)	100/110	
5.	Category (UR/SC/ST/OBC(NCL)/EWS/PwBD)		
5.	In case of OBC/SC/ST/EWS/PwBD, kindly mention Certificate No. and Issuance Date	Certificate Issue Date	
6.	Age (as on closing date of notification i.e 28/09/2025) (Any age relaxation taken or not)	Years Yes/ No	MonthsDays
7.	Age Proof Documents (Birth Certificate/ Matriculation Certificate)	Yes/No	
8.	Educational Qualification:	Documents (S.No.)	
i)	Self-attested copies of X class certificate and mark-sheet checked and self-attested copies retained.		Yes/No
ii)	Self-attested copies of XII class certificate and mark-sheet checked and self-attested copies retained.	BYEY.	Yes/No
iii)	Educational/ Professional Qualification: Self-attested copies of B.E/B.Tech/Diploma Certificate/Graduation or any other Qualification (Mention your Qualification)	स्तर (सं भारताहे	Yes/ No
	(Full Time/Part Time/ODL/ Other)	Enterp	(Specialization/Branch) in case of BE/B.Tech:
	(Note: All mandatory educational/professional qualifications should have been obtained from a recognized University/ Deemed University/ Autonomous Institutes incorporated by an Act of Parliament or State Legislature in India or UGC Act or from Government approved/recognized institutions/approve by AICTE)		(Passing Year):
iv)	Post-Graduation (if any) – attached		Yes/No
	If yes, then mention as follows: i) Post Graduate Degree Course Specialization/Branch Passing Year		
	ii) Post Graduate Diploma Course Specialization/Branch Passing Year		
9.	Photo ID proof (Driving license, Passport, PAN Card, Aadhar card, Voter ID card, Birth Certificate etc) issued by Central/ State Govt. One authenticated self-attested copy.		Yes/No
10.	Address proof (Driving license, Passport, PAN Card, Aadhar card, Voter ID card, etc) issued by Central/ State Govt. One authenticated self-attested copy.		Yes/No

Signature of Candidate with	n date:
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11.	Experience College	ertificate: (Rev ld of service	verse chronological (order)-Proof	of experie	ence indicating the
	Name of Company	Designation	Term of Employment (Regular/Contract/ Pvt./Govt.)	From (D/M/Y)	To (D/M/Y)	Experience Letter Submitted or Not (With S.No.)
i)						Yes/No
ii)						Yes/No
iii)						Yes/No
iv)						Yes/No
v)						Yes/No
vi)						Yes/No
12.	Whether cur CPSE(Regular/C		urced)?	RVNL/Pvt./	S.No.	Yes/No
13.		in Govt.	tificate/ Forwarding o present organization. Org. or Companies, asis)	wet you	2727 12 12	Yes/No
14.	Copy of Appoir	itment letter in	support of appointmen		गरवास	Yes/No
			currently working alor issued by the company	ig with valid	Gritery	river)
15.	Photo Copies of working in any Public body	of APARs for t Govt./PSU/atta	he last five (05) year ched or subordinate or	rs in case of ganization or		Yes/No
16.	Original Deman Bank Name: Demand Draft N Date:		ne Xerox copy of DD (At	tached)		Yes/No
17.	One copy of upo	lated CV				Yes/No
18.	candidate (on e	ach page).	application has been s			Yes/No
NOTE	: Candidates ar	e advised to	please write down t	he serial nur	nber of the	e documents and

mention the same against each document as mentioned in Annexure-III.

Signature of Candi	ate with	date:	-
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Declaration: I hereby declare that all the details filled by me are correct. If any information is found incorrect than my candidature can be cancelled. I understand that fees once paid will not be refunded under any circumstances.

Signature of	of	Candidate wit	h date:	
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