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RAILTEL CORPORATION OF INDIA LIMITED
(A Government of India Undertaking under Ministry of Railways)
Registered & Corporate Office: Plate-A, 6th Floor, Office Block-II,
East Kidwai Nagar, New Delhi-110023.
website:www.railtel.in, CIN: L64202DL2000GOI107905

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Vacancy Notice No. RCIL/2026/P&A/44/1   **Date:07.03.2026**

Notice For Regular Recruitment in Technical Department of RailTel Corporation including backlog vacancies for Data Centre Posts.

RailTel Corporation of India Limited, a Navratna Public Sector Undertaking under the Government of India, has an extensive network of Optic Fiber Cable spanning the length and breadth of the country. RailTel is committed to bridging the digital divide in India and takes pride in being part of the Government of India's path-breaking projects, such as Station Wi-Fi, Video Surveillance Systems, Data Centre Services, Cloud Services, and e-Office. At present, RailTel has operational Data Centers at Gurugram & Hyderabad.

We are looking for dynamic professionals to join our team. If you have ever aspired to contribute to nation-building, we look forward to welcoming you to the RailTel family and nurturing your talent. At RailTel, work is a matter of pride, as every effort contributes to India's digital growth and helps shape the future of our nation.

At this juncture, we require Professionals in Technical Department (Data Centre), and applications are invited from eligible Indian citizens for the following positions:

1. **POSTS/ LEVELS/ SCALE OF POSTS/ CTC/ NO. OF VACANCIES:**

SN	Name of post and level	Total number of vacancies
1.	Deputy Manager (Technical)/ E-1 level Scale of pay: Rs.40,000-1,40,000/-. CTC: Rs.12 Lakh (approx.) + annual PRP.	3 (UR:3)
	(i). Specialization: System Admin	3
2.	Manager (Technical)/ E-2 level Scale of pay: Rs.50,000- 1,60,000/- CTC: Rs.15 Lakh (approx.) + annual PRP.	4 (UR:1, OBC-NCL:2, EWS:1)
	(i). Specialization: Database Admin	3
	(ii). Specialization: IT	1
3.	Senior Manager (Technical)/ E-3 level Scale of pay: Rs.60,000-1,80,000/- CTC: Rs.18 Lakh (approx.) + annual PRP.	2 (SC:1, EWS:1)
	(i). Specialization: System Admin	1
	(ii). Specialization: IT	1
	Total	9 (UR:4, OBC-NCL:2, SC:1, EWS:2)

Important Notes:

(i) Number of vacancies indicated in this notice is provisional and may undergo any change (increase / decrease) or even become NIL in total at any stage of the recruitment process or even after the recruitment process is complete, in administrative/ business interest of RailTel Corporation.

(ii) The scale of pay mentioned above and other service benefits may be changed at any stage during the recruitment process or after recruitment on these posts at the discretion of the management. All scales are as per 3rd PRC-IDA.

(iii) Before applying for a post candidate should make sure that the post is reserved for his/ her category or unreserved post is available.

(iv) **Place of Posting**: Selected candidates may be posted/ transferred to any place in India or abroad, in any office of RailTel's subsidiary, joint venture or any business associate at any point of time in administrative/ business exigencies. Efforts will be made to allot the region as per candidate's option exercised in the application form. However, management may allot any other region in view of work-requirement and administrative exigencies. The candidate, on joining the allotted region will have to stay in that region for at least 10 years before submitting any application for seeking transfer to any other region. The management may consider request for transfer as per work requirement and/or administrative (convenience/ requirement) ground.

2. AGE, EDUCATIONAL QUALIFICATIONS AND LENGTH & NATURE OF EXPERIENCE

The applicant should satisfy criteria regarding age, educational/ professional qualifications, nature and length of experience, technical certifications, etc. **as on the last date of receipt of applications** as detailed under:

Name of the Post, Level and Age Limit	Minimum Educational / Professional Qualifications	Mandatory Minimum Length & Nature of Experience and Technical certifications
Post: Deputy Manager/ Technical (System Administration) **Level:** E-1. **Age Limit:** Minimum: 21 Years Maximum: 30 Years Note: Candidates must have been born between 07.04.1995 and 06.04.2005 (both dates inclusive). (Age relaxation as per Annexure-II)	B.E./ B.Tech./ B.Sc. (Engg) in Electronics & Telecom; or Telecom; or Computer Science; or Computer & Communication; or Information Technology; or Electrical; or Electronics; or any other combination of Engineering branches, where Electronics/ IT/ Computer Science is one of the branches, like, Electronics & Instrumentation; or M.Sc. (Electronics); or MCA; or equivalent.	**EXPERIENCE:** 2 years' **post-qualification** experience in areas given in Annexure-I in a Central Govt. Org./ State Govt. Org./ PSU or Pvt. Organisation having turnover of 300 cr. or more. In cases where a candidate is employed by a private organisation but deployed in another organisation, the status of the organisation where the candidate is deployed (i.e., Central Govt./State Govt./PSU or Private Organisation having turnover of ₹300 Cr. or more) shall be considered, subject to submission of an experience certificate in Annexure-XII issued by the organisation having such turnover. **CERTIFICATION:** Anyoneof the following or higher level: Microsoft Certified: Azure Administrator Associate; **Or** Red Hat Certified System Administrator (RHCSA); **Or** VMware Certified Technical Associate(VCTA).

Name of the Post, Level and Age Limit	Minimum Educational / Professional Qualifications	Mandatory Minimum Length & Nature of Experience and Technical certifications
Post: Manager/ Technical (Database Administration) **Level:** E-2. **Age Limit:** Minimum: 23 Years Maximum: 31 Years Note: Candidates must have been born between 07.04.1994 and 06.04.2003 (both dates inclusive). (Age relaxation as per Annexure-II)	B.E./ B.Tech./ B.Sc. (Engg) in Electronics & Telecom; or Telecom; or Computer Science; or Computer & Communication; or Information Technology; or Electrical; or Electronics; or any other combination of Engineering branches, where Electronics/ IT/ Computer Science is one of the branches, like, Electronics & Instrumentation; or M.Sc. (Electronics); or MCA; or equivalent.	**EXPERIENCE:** 3 Years **post-qualification** experience in areas given in Annexure-I in a Central Govt. Org./ State Govt. Org./ PSU or Pvt. Organisation having turnover of 300 cr. or more. In cases where a candidate is employed by a private organisation but deployed in another organisation, the status of the organisation where the candidate is deployed (i.e., Central Govt./State Govt./PSU or Private Organisation having turnover of ₹300 Cr. or more) shall be considered, subject to submission of an experience certificate in Annexure-XII issued by the organisation having such turnover. **CERTIFICATION:** Anyone of the following or higher level: Microsoft Certified: Azure Database Administrator Associate; **Or** MongoDB Certified Database administrator; **Or** MySQL Database Administrator; **Or** Oracle Database SQL Certified Associate; **Or** PostgreSQL Certified Engineer (CPe).
Post: Manager / Technical (IT) **Level:** E-2 **Age Limit:** Minimum: 23 Years Maximum: 31 Years Note: Candidates must have been born between 07.04.1994 and 06.04.2003 (both dates inclusive). (Age relaxation as per Annexure-II)	B.E./ B.Tech./ B.Sc. (Engg) in Electronics & Telecom; or Telecom; or Computer Science; or Computer & Communication; or Information Technology; or Electrical; or Electronics; or any other combination of Engineering branches, where Electronics/ IT/ Computer Science is one of the branches, like, Electronics & Instrumentation; or M.Sc. (Electronics); or MCA; or equivalent.	**EXPERIENCE:** 3 years' **post-qualification** experience in areas given in Annexure-I in a Central Govt. Org./ State Govt. Org./ PSU or Pvt. Organisation having turnover of 300 cr. or more. In cases where a candidate is employed by a private organisation but deployed in another organisation, the status of the organisation where the candidate is deployed (i.e., Central Govt./State Govt./PSU or Private Organisation having turnover of ₹300 Cr. or more) shall be considered, subject to submission of an experience certificate in Annexure-XII issued by the organisation having such turnover. **CERTIFICATION:** Anyone of the following or higher level: Red Hat Certified System Administrator(RHCSA); **Or** Red Hat Certified Engineer (RHCE); **Or** Oracle Certified Professional (Java Programmer); **Or** Oracle Certified Professional (Java Application

Name of the Post, Level and Age Limit	Minimum Educational / Professional Qualifications	Mandatory Minimum Length & Nature of Experience and Technical certifications
		Developer); **Or** Microsoft Certified: Azure AI Engineer Associate; **Or** Certified Artificial Intelligence Practitioner (CAIP); **Or** Certified Artificial Intelligence (AI) Expert.
Post: Senior Manager / Technical (System Administration) **Level:** E-3 **Age Limit:** Minimum: 27 Years Maximum: 34 Years Note: Candidates must have been born between 07.04.1991 and 06.04.1999 (both dates inclusive). (Age relaxation as per Annexure-II)	B.E./ B.Tech./ B.Sc. (Engg) in Electronics & Telecom; or Telecom; or Computer Science; or Computer & Communication; or Information Technology; or Electrical; or Electronics; or any other combination of Engineering branches, where Electronics/ IT/ Computer Science is one of the branches, like, Electronics & Instrumentation; or M.Sc. (Electronics); or MCA; or equivalent.	**EXPERIENCE** 6 Years' **post-qualification** experience in areas given in Annexure-I in a Central Govt. Org./ State Govt. Org./ PSU or Pvt. Organisation having turnover of 300 cr. or more. In cases where a candidate is employed by a private organisation but deployed in another organisation, the status of the organisation where the candidate is deployed (i.e., Central Govt./State Govt./PSU or Private Organisation having turnover of ₹300 Cr. or more) shall be considered, subject to submission of an experience certificate in Annexure-XII issued by the organisation having such turnover. **CERTIFICATION:** Anyone of the following or higher level: Microsoft Certified: Azure Administrator Associate; **Or** Red Hat Certified System Administrator (RHCSA); **Or** Red Hat Certified Engineer (RHCE); **Or** VMware Certified Technical Associate (VCTA); **Or** Certified Kubernetes Administrator (CKA); **Or** Juniper Networks Certified Internet Associate (JNCIA)-Cloud
Post: Sr. Manager / Technical (IT) **Level:** E-3 **Age Limit:** Minimum: 27 Years Maximum: 34 Years Note: Candidates must have been born between 07.04.1991	B.E./ B.Tech./ B.Sc. (Engg) in Electronics & Telecom; or Telecom; or Computer Science; or Computer & Communication; or Information Technology; or Electrical; or Electronics; or any other combination of Engineering branches, where Electronics/ IT/ Computer Science is one of the branches, like, Electronics & Instrumentation; or M.Sc. (Electronics); or MCA; or equivalent.	**EXPERIENCE:** 6 years' **post-qualification** experience in areas given in Annexure-I in a Central Govt. Org./ State Govt. Org./ PSU or Pvt. Organisation having turnover of 300 cr. or more. In cases where a candidate is employed by a private organisation but deployed in another organisation, the status of the organisation where the candidate is deployed (i.e., Central Govt./State Govt./PSU or Private Organisation having turnover of ₹300 Cr. or more) shall be considered, subject to submission of an experience

Name of the Post, Level and Age Limit	Minimum Educational / Professional Qualifications	Mandatory Minimum Length & Nature of Experience and Technical certifications
and 06.04.1999 (both dates inclusive). (Age relaxation as per Annexure-II)		certificate in Annexure-XII issued by the organisation having such turnover. **CERTIFICATION:** Anyone of the following or higher level: Red Hat Certified System Administrator(RHCSA); **Or** Red Hat Certified Engineer (RHCE); **Or** Oracle Certified Professional (Java Programmer); Or Oracle Certified Professional (Java Application Developer); **Or** Microsoft Certified: Azure AI Engineer Associate; **Or** Certified Artificial Intelligence Practitioner (CAIP); **Or** Certified Artificial Intelligence (AI) Expert

2.1   Educational / Professional Qualifications: All the educational / professional qualifications mentioned in para-2 should be 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 institution recognized/ approved by AICTE or any other accrediting organizations under the Government of India.

2.2   Experience: <u>Only post-qualification experience will be considered</u>. For computing the length of experience, the experience in Central/ State Govt/ PSUs/ Private sector together (duly supported by documents) shall be taken into consideration. However, Teaching/ Academic experience and such training/ summer training/ apprenticeship/ projects etc., which are part of curriculum for award of any academic/ professional qualifications, will not be taken into consideration for computation of length of experience mentioned above. In cases where a candidate is employed by a private organisation but deployed in another organisation, the status of the organisation in which the candidate is deployed will be considered i.e. Central Govt. Org./ State Govt. Org./ PSU or Pvt. Organisation having turnover of 300 Cr. or more, subject to production of an experience certificate in Annexure-XII, to be issued by the organization having such turnover. The experience certificate issued by organizations having turnover less than 300 Cr. will not be considered. The claim of experience should be mandatorily supported by (1) Experience Certificate, (2) Appointment Letter, (3) First Pay Slip, (4) Last Pay Slip, (5) EPF/Bank statement showing credit of salary for respective periods. In absence of any of these five documents, experience will not be counted.

Note: Such person, who has already resigned from Government/ PSUs/ Private entity and is not presently working anywhere, is also eligible to apply, subject to the condition that the duration of gap between the date of his/her relieving from services of his/her last employer and the crucial date of eligibility mentioned in para-3 below is not more than <u>six months</u> in any case.

3. **CRUCIAL DATE OF DETERMINING ELIGIBILITY**: Applicants should meet requisite eligibility criteria regarding age, educational/professional qualifications, length & nature of post-qualification experience, Technical Certifications, Caste/Community, Creamy Layer/ EWS and other eligibility criteria on **the last date of receipt of applications i.e.06.04.2026**. The technical certifications should be valid as on the cut-off date as well as on the date of interview. Candidate will be required to show certificate/ marks-sheets of professional/ technical qualifications/ technical certifications/ length of experience and other requisite documents before he/she is allowed to appear in interview, if shortlisted for the same. The candidates waiting for final results of prescribed educational/professional qualification should NOT apply.

4. **IMPORTANT DATES:**

Uploading of detailed vacancy notice on RailTel Corporation's website	07.03.2026 10.00 Hrs
Last date for receipt of applications by post, courier or by hand.	06.04.2026 18.00 Hrs

5. **RELAXATION IN MAXIMUM AGE LIMIT: Please refer Annexure-II**

5.1 Age relaxation in respect of SC/ST/OBC categories will be allowed only in cases where posts are reserved for these categories.

5.2 Candidates belonging to PwBDs category may also apply against a post where no posts have been specifically earmarked for such category. For these posts, they are eligible for age relaxation as applicable for PwBDs.

5.3 Candidates eligible for age relaxation shall be accorded with the relaxation mentioned in Annexure-II, subject to production of a certificate valid on the crucial date of eligibility.

6. **INSTRUCTIONS FOR PERSONS WITH BENCHMARK DISABILITIES: Please refer Annexure-III**

6.1 Prescribed format of Disability Certificate should be submitted by the PwBDs as per Proforma V to VII (as applicable) of Ministry of Social Justice and Empowerment Notification dated 15.06.2017 (**Annexure -VIII, IX & X** to this vacancy notice). The format of the undertaking for use of a scribe is enclosed at Annexure-XI (applicable only in case of the written test).

7. **SC/ST CERTIFICATE**: Candidates belonging to SC/ST category should submit an attested copy of Caste/Tribe certificate issued by the competent authority at the time of interview. The original certificate shall also be produced for verification. Proforma of relevant certificate is attached as annexure-V.

8. **OBC CERTIFICATE**: The candidates applying against vacancies reserved for OBCs should note that they have to produce a **valid certificate** at the time of interview in support of their belonging to OBC community (non-creamy layer) issued by the Competent Authority in the prescribed format (attached as **Annexure-VI**) for this purpose so as to prove **that they do not belong to 'Creamy Layer' of the OBCs on the crucial date.** The crucial date for this purpose will be the last date for receipt of application indicated in this vacancy notice. The creamy layer certificate should have been issued on or before crucial date and should not be older than one year. A declaration shall also be submitted by the candidate, when he reports to RailTel for

his/her pre-appointment formalities stating that he does not belong to the creamy Layer of OBC (attached as **Annexure-VI A**). Further, the caste to which the candidate belongs should be the one included in the Central list of OBCs issued by the Government of India as per latest instructions in this regard since RailTel Corporation is a Central PSU.

8.1 Only those OBCs belonging to **non-creamy layer** of OBCs, which are in the central lists of OBCs **as on the last date of receipt of application**, are eligible for appointment on the posts reserved for OBCs.

9. **ECONOMICALLY WEAKER SECTION (EWS) CERTIFICATE**: The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by the competent authority (format attached as annexure-VII). The candidate applying against the vacancies reserved for EWS must possess Income and Asset Certificate so as to prove that he/she belongs to EWS as on the last date of receipt of application as indicated in this vacancy notice. In case the EWS certificate does not mention a validity period, it must have been issued on or before the crucial date and should not be more than one year old from the date of issue.

10. **Category as on the last date of receipt of application** for this vacancy notice shall only be considered for availing reservation benefits, if eligible, and any change in the Category/EWS status of the candidate thereafter shall not be entertained. The candidate will have to produce the original caste/ Income and Asset Certificate before he is allowed to appear in interview, if shortlisted.

11. **SCHEME OF SELECTION**:

11.1 The selection shall be on the basis of interview only. Total marks for interviews shall be 100 and qualifying marks are 60%.

11.2 Depending on the number of applications received, a skill test/written test may also be conducted. In such cases, the evaluation will carry 150 marks for the skill/written test and 50 marks for the interview. Candidates must secure a minimum of 60% marks cumulatively in the online exam and interview to be eligible for empanelment.

11.3 Achieving 60% is only the qualifying criterion; final empanelment will be determined strictly on the basis of merit and the availability of vacancies.

12. **APPLICATION FEE: Rs. 1200/- (Rs.600/- for SC/ST/PwBDs).**

Demand draft drawn in favour of 'RailTel Corporation of India Limited' payable at New Delhi is also to be attached with application form towards processing charges. The fee once received shall not be returned in any circumstances. No action will be taken on applications received after last date of receipt of applications and neither the fee received with these applications nor the applications shall be returned. No fee will be returned in case applicants not shortlisted for selection process/ selected nor shall it be reserved for any further selection process. No correspondence regarding return of fee shall be entertained.

12.1 The examination fee paid by the candidates whose application is incomplete or those who have not submitted their application by any reason whatsoever or whose application is rejected, will not be refunded.

12.2 Application fee once received shall not be returned in any circumstances. No correspondence from such applicants and from ineligible candidates will be entertained regarding return of application fee.

13.   HOW TO APPLY:

ELIGIBLE CANDIDATES WHO WISH TO APPLY FOR ABOVE POSTS HAVE TO FILL THE APPLICATION FORM IN THE PRESCRIBED FORMAT AVAILABLE AT ANNEXURE-IV AND SEND THE FORM ALONG WITH THE SUPPORTING DOCUMENTS AT THE FOLLOWING ADDRESS BY POST:

<div align="center">

Sr. Deputy General Manager/HR
RailTel Corporation of India Ltd.
Plate-A, 6th Floor, Office Block-II,
East Kidwai Nagar, New Delhi-110023.

</div>

The envelope containing the application should be superscribed as 'Application for the post of ……………… (name of the post)'. Applications received after stipulated date and time shall be summarily rejected. Applicants should clearly note that RailTel shall in no case be responsible for non-receipt of their application or for any delay in receipt thereof due to postal, courier or by-hand delivery, on any account whatsoever. Applications received through electronic modes such as email, fax, online submission, job portals, etc., will not be entertained.

13.1   (i) Candidates are advised to read all the instructions contained in this vacancy notice very carefully before applying and to satisfy themselves that they fulfill all the eligibility conditions including age, educational/ professional qualifications, certifications, nature and length of experience and medical standards for the post to be applied by them. They should also make it sure that the post for which they desire to apply is available for their categories (OBC-NCL, SC, ST, EWS or unreserved post).

 (ii)   While filling the form, candidates will have to indicate options for region of posting in order of preference, if selected (Ref: imp note(iv) in para-1 of vacancy notice). The options available are:

> (a) Corporate Office (CO-at Data Centre/Gurugram),
> (b) Southern Region (SR-at Data Centre/Hyderabad),

(iii)   Applicants shall not be allowed to change their categories (e.g. OBC-NCL/SC/ST/EWS/PwBDs) after they have submitted their applications.

(iv)   **Valid E-mail ID/ mobile number**:   The Email ID/ mobile number entered in the application form should remain active until the recruitment process is complete. No change in Email ID/ mobile number will be allowed. All correspondence regarding this recruitment shall be done on the Email ID/ mobile number provided in application form.

(v)   The passport size coloured photograph pasted on application form should not be more than 3 months old.

(vi)   All self- attested relevant documents relating to the eligibility criteria viz Educational Qualification, certifications, Category certificate [SC/ ST/ OBC(NCL)/ EWS], Experience Certificate, Disability Certificate, Discharge certificate (in case of Ex-Servicemen), etc., should be attached.

(vii) Educational Qualification Certificates viz. Provisional or Regular should contain the date of issue. In case date of issue of these certificates is after the closing date of receipt of application, then the consolidated mark sheet with date of declaration of the result of final qualifying exam or individual mark sheets of all the semesters/years with date of declaration of result on each should be submitted. In case of non-availability of date in any of these mark sheets/certificates, a certificate from the Institution/ University/Board to this effect (indicating date of declaration of result) should be submitted along with the application form.

(viii) **Candidates** should mention percentage in the fields where percentage is required to be filled in application form. **Percentage obtained in requisite qualifying examinations**, as mentioned in consolidated mark sheet issued by University/Institution will be considered. However, in case consolidated marksheet is not being issued by University/Institute, final percentage will be calculated by taking average of all semesters/years.

In case CGPA/OGPA/DGPA is mentioned in marksheets, following criteria may be applied:

(a) In case where conversion into percentage is not provided by university/institutes: if university/institute do not have the provision for conversion of CGPA/OGPA/CPI/DGPA or letter grade into percentage, then 6 on 10 point scale will be considered as 60%, for example. On any scale different from 10-point scale the score will be prorated accordingly.

(b) In case where conversion into percentage is provided by university/institutes: Wherever CGPA/OGPA/CPI/DGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the application as per norms adopted by concerned university/institute. A certificate to this effect may be obtained by the candidate from the university/institute, which shall be required to be produced at the time of document verification before interview or at any other stage or recruitment or even after appointment, as demanded by RailTel.

14. OTHER INSTRUCTIONS:

a) **Issue of call letters for interview**:

   The applicants are requested to visit RailTel's website regularly for latest updates/information.

b) Candidates should note that in case a communication is received from their employer to RailTel Corporation withholding permission to the candidates applying for/ appearing at the interview or during any stage of selection / empanelment, their application/candidature shall be rejected/cancelled.

c) Call Letter for interview issued to the candidates shall be provisional. In case any ineligible candidate is issued call letter for the interview or allowed to join RailTel, his/her candidature will automatically be treated as cancelled WITHOUT ANY NOTICE on grounds of his/her ineligibility. Therefore, before submitting the application, the candidate must ensure that he/she fulfills all the eligibility criteria as laid down in this advertisement. His/her candidature will be purely provisional subject to eligibility and other verifications at any stage of recruitment process, or before or after his/her appointment in RailTel.

d) Decision of RailTel about the mode of selection / scheme of examination, number of posts/ vacancies, educational qualifications for the posts, certifications, other eligibility conditions, shortlisting of candidates for interview etc. shall be final and binding. Management reserves the right to cancel/ restrict/ enlarge/ modify/ alter the selection/ recruitment process at any time without issuing any further notice or assigning any reason. No correspondence will be entertained in this regard.

e) Ordinarily no request for postponement of written/interview will be entertained, if called for interview.

f) The process of examination/ recruitment does not involve any correspondence by RailTel with candidate at any stage regarding deficiency in application/ documents/ payment of examination fee etc. 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. **Data once filled by the candidate during filling of application form will be treated as final and no correspondence/ request regarding correction of any data at any stage will be entertained.** No correspondence will be entertained from the candidates found ineligible or not shortlisted and thus not called for written/interview or for their non-selection.

g) The decision of RailTel in all aspects pertaining to the application, its acceptance or rejection, conduct of interview and at all consequent stages culminating in selection or otherwise of any candidate shall be final and binding on all concerned. RailTel reserves its right to alter /modify any condition laid down in this vacancy notice or any backend process for conduct of selection during its various stages as warranted by any unforeseen circumstances arising during the course of this process or as deemed necessary by RailTel at any stage.

15. **NO OBJECTION CERTIFICATE (NOC)**: Candidates currently serving in Govt/Quasi Govt. offices/ Public Sector Undertakings on regular basis are advised to inform the appropriate authority in their departments about their applying for the post in RailTel in response to this vacancy notice. Candidates are required to submit "No Objection Certificate" from their employer on the day of interview, failing which they shall not be allowed to appear in selection process.

16. **ACCEPTANCE OF RESIGNATION**: On final selection, candidates working in Govt./PSU/private entity, should produce the document conveying the acceptance of his/her resignation from service of his/her last employer. In the absence of such document, he/she shall not be allowed to join RailTel service.

17. **VERIFICATION OF DOCUMENTS**: The candidates called for interview shall be required to produce **original** documents relating to date of birth, educational qualifications, certifications, experience, category certificates, identification etc. for verification and also to submit self-attested photocopies thereof at the time of interview. Such documents shall be listed in the interview call letter. 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 ineligible for the post applied for or any other claim made in his /her application if found to be incorrect, he/she will not be allowed to appear in the interview and his/her candidature will be treated as cancelled.

17.1 The onus is on the candidates to prove with valid documents that all the information submitted by them in the application is true.

18.   TRAVELLING EXPENSES: The SC/ST/PwBDs candidates <u>who are not already in service</u>, when called for the interview, shall be reimbursed AC-III class to and from Rail or bus fare by shortest route on production of original tickets from Rly station/ Bus stand nearest to their normal place of residence to the place of interview.

19.   MEDICAL STANDARDS: After empanelment, candidates will have to pass the requisite medical standards (i.e. C-2 medical standards of Indian Railway Medical Manual) conducted by medical authority appointed by RailTel Corporation of India to ensure that candidates are medically fit to carry out duties connected with the post. Candidates who fail to meet the medical standards will not be allowed appointments.

20.   BACKGROUND CHECK: In case of selection on the above-said post, such selection / appointment on the post shall be provisional subject to verification of character & antecedents of the candidate and verification of caste certificate and other documents submitted by the candidate and subject to his/her meeting the requisite medical standards for the post and other requirements applicable for appointments under the Central Govt./PSUs.

21.   AADHAAR, PAN AND PASSPORT: The candidates called for interview will be required to submit attested copies of their Aadhaar Card, PAN Card, and Passport at the time of document verification before interview. If the Passport is not available at that time, it must be submitted within three months from the date of joining RailTel's service. A copy of valid passport will be required for consideration of confirmation in RailTel's service after successful completion of period of probation.

22.   PROBATION: Two years from the date of joining RailTel. The period of probation shall be regulated as per extant rules / instructions issued from time to time.

23.   SERVICE AGREEMENT: Substantial investment is made by RailTel Corporation in its employees for the recruitment, training, on-the job training/ guidance for specifically handling the job responsibilities and thereafter. Any discontinuation of the employment before expiry of three years would unfairly prejudice the interest of the company. As such, the selected candidates will have to execute a service agreement of Rs. Two Lakh to serve RailTel for a period of three years from the date of their joining.

24. RESIGNATION: Three months' prior notice shall be required before seeking resignation from RailTel Corporation. This notice shall not absolve the executive of the liabilities of service agreement mentioned in para-23 above or *vice-versa*.

25. ACTION AGAINST MISCONDUCT:
   i) Candidates are advised in their own interest that they should not furnish any documents/information that are false, tampered, fabricated and they should not suppress any material information while filling up the application form.
   ii) Canvassing in any form will disqualify a candidate.

iii) At any stage of recruitment or later, if a candidate is or has been found guilty of any misconduct such as:

   a) Using unfair means during the interview; or

   b) Impersonating or procuring impersonation by any person; or

   c) Misbehaving at the time of interview; or

   d) Resorting to any irregular means in connection with his/her candidature during selection process; or

   e) Using undue influence for his/her candidature by any means; or

   f) Submitting of false certificates/ documents /information or suppressing any information at any stage; or

   g) Giving wrong information regarding his/her category (SC/ ST/ OBC-NCL/ EWS/ PwBDs etc.) while appearing in the interview or thereafter; or

iv) He/she, in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be :

   a)   Disqualified from the recruitment process and /or

   b)   Debarred either permanently or for a specified period from any examination/recruitment and /or

   c)   Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment to the service of RailTel.

26. INFORMATION UNDER RTI Act: Any Application under RTI act seeking any information will not be entertained till the completion of the entire recruitment process.

27. RailTel Corporation will not be responsible for any inadvertent errors of any sort in this vacancy notice and reserves right to correct such errors.

28. INFORMATION ON WEBSITE: Any corrigendum to this notice/ further information/ details regarding applications or applicants/ any other information regarding schedule of examinations or interviews/ call letters for interview/ notices / results/ panels shall be posted only on the official website of RailTel Corporation of India Limited (www.railtel.in). No publication in any other media will be made. Therefore, the candidates are advised to keep updating themselves by checking the official website of RailTel frequently.

29. The legal jurisdiction will be New Delhi in case of any cause.

WARNING: Beware of touts / job racketeers trying to deceive by false promises of securing job in RailTel either through influence or by use of unfair and unethical means. RailTel 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 RailTel Corporation of India Ltd. (www.railtel.in) and beware of fake websites and social media contents put up by the unscrupulous elements.

(Annexure-I to XII attached)

*****

NATURE OF EXPERIENCE REQUIRED FOR POSTS

Post Code	Name of the post	Nature of Experience required for posts
1.2	**Deputy Manager/ Technical (System Administration)** **E-1 Level**	1. Installation, maintenance & troubleshooting of Linux server-based OSand its flavors like RHEL, Ubuntu, SUSE, CentOS etc. 2. Installation, maintenance & troubleshooting of Windows server basedOS, and Hyper V server administration, including AD, NTP, WINS, DHCP, DNS applications. 3. Basic knowledge of Server Virtualization, Storage Virtualization, Cloudorchestration and experience of VMware/ OpenStack/ Nutanix Cloud. 4. Monitoring of servers/VMs/DB etc. 5. Configuration of Monitoring tools like Nagios. 6. Knowledge of scripting language is preferred–Perl/Shell/PHP
1.4	**Manager/ Technical (Database Administration)** **E-2 Level**	1. Installation and configuration of Database. 2. Working in relational database administration like oracle, PostgreSQL,MySQL, MSSQL etc. 3. DB optimization, backup, replication & DR setup. 4. Performance tuning of database systems 5. Automation of repeating DB tasks 6. Diagnose data base errors. 7. Excellent verbal, analytical and written communication skills. 8. Migration of database from cloud/customer DC to RailTel Data Centre. 9. Collaborative with strong communications skills, comfortable liaising with the business to understand user needs.
1.7	**Manager/ Technical (IT)** **E-2 Level**	1. Strong knowledge on deployment of NIC eOffice solution. 2. Proficiency in Linux (particularly RHEL or CentOS) and Windows Server, 3. Knowledge of server setup, configuration, and management, including understanding server roles, services, and security settings. 4. Experience with databases like MySQL, MongoDB, PostgreSQL, database installation, configuration, backup, and optimization. 5. Ability to write and optimize SQL queries for managing and retrieving data efficiently. 6. Understanding, troubleshooting and customizing Java EE (Enterprise Edition) application.

Post Code	Name of the post	Nature of Experience required for posts
		7. Experience on web servers like Apache Tomcat or JBoss to deploy Java applications.
		8. Understanding on how to integrate NIC eOffice with other systems or services using APIs and middleware solutions.
		9. Skills in analysing application and server logs to troubleshoot issues. Familiarity with tools like Log4j or ELK stack can be beneficial.
		10. Experience on Redis, Kafka, Arbiter and Elasticsearch server.
		11. Ability to assist users with technical issues and provide training as needed.
		12. Knowledge of scripting languages like Bash or PowerShell for automating repetitive tasks and configurations.
		OR
		1. Strong knowledge of Python language for AI application development.
		2. Familiarity with using and integrating APIs for LLMs (e.g., OpenAI API, Hugging Face API)
		3. Experience with deep learning frameworks like TensorFlow or PyTorch, which are commonly used to build and train models.
		4. Proficiency with the Hugging Face Transformers library, which provides pre-trained models and tools for working with LLMs
		5. Understanding of NLP techniques such as tokenization, embeddings, and contextual understanding.
		6. Techniques for optimizing LLMs for performance, including quantization, pruning, and distillation.
		7. Experience with generating and manipulating text, understanding various text generation tasks (e.g., completion, summarization, translation).
		8. Managing computational resources effectively to handle the high demands of training and running LLMs.
		9. Skills in project management to plan, execute, and monitor the deployment process, ensuring that all tasks are completed on time.
1.10	**Senior Manager/ Technical (System Administration)**	1. Installation, maintenance & troubleshooting of Linux server based OS and its flavors like RHEL, Ubuntu, SUSE, CentOS etc. AND/OR Installation, maintenance & troubleshooting of

Post Code	Name of the post	Nature of Experience required for posts
	E-3 Level	Windows server based OS, and Hyper V server administration, including AD, NTP, WINS, DHCP, DNS applications. 2. Strong knowledge of Server Virtualization, Storage Virtualization, Cloud Orchestration and experience of VMware Cloud OR Openstack Cloud. 3. Provide technical support for server systems. 4. Maintain and review security standards, back-up & replication strategies 5. Performing Vulnerability assessment on a regular basis 6. Perform analysis and investigation on detected malware. 7. Identify potential malicious activity from memory dumps, logs, and packet captures 8. Basic knowledge of scripting language is preferred– Python/ Perl/shell/PHP 9. Collaborative with strong communications skills, comfortable liaising with the business to understand user needs.
1.12	**Senior Manager/ Technical(IT)** **E-3 Level**	1. Strong knowledge on deployment of NIC eOffice solution. 2. Proficiency in Linux (particularly RHEL or CentOS) and Windows Server. 3. Knowledge of server setup, configuration, and management, including understanding server roles, services, and security settings. 4. Experience with databases like MySQL, MongoDB, PostgreSQL, database installation, configuration, backup, and optimization. 5. Ability to write and optimize SQL queries for managing and retrieving data efficiently. 6. Understanding, troubleshooting and customizing Java EE (Enterprise Edition) application. 7. Experience on web servers like Apache Tomcat or JBoss to deploy Java applications. 8. Understanding on how to integrate NIC eOffice with other systems or services using APIs and middleware solutions. 9. Skills in analyzing applications and server logs to troubleshoot issues. Familiarity with tools like Log4j or ELK stack can be beneficial. 10. Experience on Redis, Kafka, Arbiter and

Post Code	Name of the post	Nature of Experience required for posts
		Elasticsearch server.
		11. Ability to assist users with technical issues and provide training as needed.
		12. Knowledge of scripting languages like Bash or PowerShell for automating repetitive tasks and configurations.
		OR
		1. Strong knowledge of Python language for AI application development.
		2. Familiarity with using and integrating APIs for LLMs (e.g., OpenAI API, Hugging Face API)
		3. Experience with deep learning frameworks like TensorFlow or PyTorch, which are commonly used to build and train models.
		4. Proficiency with the Hugging Face Transformers library, which provides pre-trained models and tools for working with LLMs
		5. Understanding of NLP techniques such as tokenization, embeddings, and contextual understanding.
		6. Techniques for optimizing LLMs for performance, including quantization, pruning, and distillation.
		7. Experience with generating and manipulating text, understanding various text generation tasks (e.g., completion, summarization, translation).
		8. Managing computational resources effectively to handle the high demands of training and running LLMs.
		9. Skills in project management to plan, execute, and monitor the deployment process, ensuring that all tasks are completed on time.

Note: Job description / nature of experience mentioned above are indicative. The duties and responsibilities of candidates appointed on posts shall not be limited to these only.

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RELAXATION IN MAXIMUM AGE LIMIT

Relaxation in maximum age limit for the following categories is given as indicated in the table below subject to submission of requisite certificates (as on the crucial date of eligibility).

S. No.	Categories		Relaxation in upper age limit (or) maximum upper age
(a)	OBCs (non-creamy layer)		3 years
(b)	SC/STs		5 years
(c)	Persons with Benchmark Disabilities (UR)		10 years
(d)	Persons with Benchmark Disabilities (OBCs-NCL)		13 years
(e)	Persons with Benchmark Disabilities (SC/ST)		15 years
(f)	Ex-servicemen including Commissioned Officers and ECOs/SSCOs, who have rendered at least 5 years military service as on **last date of receipt of application** and have been released (i) on completion of assignment (including those whose assignment is due to be completed within one year from **last date of receipt of application** otherwise than by way of dismissal or discharge on account of misconduct or inefficiency, or (ii) on account of physical disability attributable to military service, or (iii) on invalidment.	UR	5 years
		OBCs-NCL	8 years
		SC/ST	10 years
(g)	Ex-servicemen including ECOs/SSCOs who have completed an initial period of assignment of five years of military service as on **last date of receipt of application** and	UR	5 years
		OBCs-NCL	8 years

S. No.	Categories		Relaxation in upper age limit (or) maximum upper age
	whose assignment has been extended beyond five years and in whose case the Ministry of Defense issues a certificate that they can apply for civil employment and they will be released on three months' notice on selection from the date of receipt of offer of appointment.	SC/ST	10 years
(h)	Defense Service Personnel disabled in operation during hostilities with any foreign country or in a disturbed area, and released as a consequence thereof on or before **last date of receipt of application**.	UR	3 years
		OBCs-NCL	6 years
		SC/ST	8 years
(i)	Candidates who are serving RailTel Corporation on **last date of receipt of application** as regular employees or direct contractual executives / outsourced personnel and has put in minimum 3 years' service (continuous or in broken spells) as on **last date of receipt of application**. This relaxation in age is subject to the condition of candidate continuing in RailTel Corporation's service till the offer of appointment is issued on their empanelment for appointment in RailTel Corporation and fulfills all other eligibility criteria. This relaxation is further subjected to the condition that on crucial date of eligibility, the applicant should not cross the age of 55 years in any case.	UR	Period of experience (in years, months and days) in RailTel Corp. as on last date of receipt of physical application.
		OBCs-NCL	Period of experience (in years, months and days) in RailTel Corp. as on last date of receipt of physical application + Maximum age for OBC-NCL for the post applied.
		SC/ST	Period of experience (in years, months and days) in RailTel Corp. as on last date of receipt of physical application + Maximum age for SC/ST for the post applied.

NB: The age relaxation mentioned above are subject to details mentioned in Para-5 of this notification.

INSTRUCTIONS FOR PERSONS WITH BENCHMARK DISABILITIES

Functional classification and functional requirement of PwBDs posts: Only those category(ies) of disabilities mentioned below and meeting the functional requirements mentioned in column no. 4 below, shall be considered for appointment.

S.No.	Categories for which identified	Functional Classification	Functional Requirements for posts
Col.1	Col.2	Col.3	Col.4
1	Category-(a) Visually Impaired (VI)	A person, having not less than 40% visual impairment only is eligible to apply under VI Category. The candidates with the following types of disabilities only where independent mobility is not affected, shall be acceptable under this category: **'Low Vision'**.	S, ST, SE, RW, BN, MF, C, W, H
2	Category-(b) Hearing Impaired	A person, having not less than 40% hearing impairment in the better ear in the conversational range of frequencies, shall be eligible to apply under HH Category. The candidates with the following types of disabilities only shall be acceptable under this category: **'Hard of hearing'**.	S, ST, SE, RW, BN, MF, C, W, H
3	Category-(c) Locomotor Disability including cerebral palsy, leprosy cured, dwarfism, acid attack victim, Muscular Dystrophy.	A person having not less than 40% physical disability of such type with which the independent mobility is not affected, is eligible to apply under OH Category. The candidates with only one of the following types of disabilities shall be acceptable under this category: a) Only one leg affected (right or left). b) Impaired reach of only one leg. c) Weakness of grip of only one leg. d) Only one arm affected (right or left). e) Impaired reach of only one arm. f) Weakness of grip of only one arm. g) Dwarfism h) leprosy cured i) Acid attack victim	S, ST, SE, RW, BN, MF, C, W, H
4	Category (d) - Autism, intellectual	A person having not less than 40% physical disability of such type with which the independent mobility is not affected, is	S, ST, SE, RW, BN, MF, C, W, H

S.No.	Categories for which identified	Functional Classification	Functional Requirements for posts
	disability, specific learning disability, mental illness. Category (e) - multiple disabilities from amongst persons under clauses (a) to (d) above.	eligible to apply under 'D' Category. The candidate should be able to meet the physical requirements indicated in column no. 4 of this table.	

Legend: Functional Requirements

Codes	Functional Requirement	
S	Work performed by sitting (on bench or chair)	A PwBDs will be considered to be eligible for appointment only if he/she (after such physical examination as the appointing authority may prescribe) is found by the RailTel to satisfy the requirements of physical and medical standards for the concerned posts to be allocated to the PwBDs. It will be necessary that PwBDs should meet the functional requirement detailed in column no. 4 of table given on pre-page.
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 of fingers	
C	Work performed by communication	
W	Work performed by walking	
H	Work performed by hearing	

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RAILTEL CORPORATION OF INDIA LIMITED

Vacancy Notice No. RCIL/2024/P&A/44/4

FORMAT OF APPLICATION

NAME OF THE POST APPLIED FOR:

. . . .

(Must be indicated by applicant. Without name of the post, application will be rejected)

1) Name in full (In Block letters): . . . .

2) Father's Name: : . . . .

3) Date of Birth (DD-MM-YYYY). : . . . .

4) Age as on 06.04.2026 : . . . . years. . . . . months. . . . . days

  4.1 Whether age relaxation required. . . . .

  4.2 Type of eligible age relaxation (RCIL/ PwBD/ Ex. Servicemen/ Community)

  . . . .

  (Community age relaxation is allowed only against reserved posts)

5) Category (Gen/SC/ST/EWS/OBC-Non creamy layer): . . . .

  5.1 Date of issuing Certificate (Please refer Para 7, 8 & 9): . . . .

6) Religion: . . . . 7) Nationality: . . . .

8) Whether PwBD :   Yes / No

  8.1 If Yes, percentage of disability: . . . .

  8.2 If Yes, type of disability: . . . .

9) Whether Ex-Serviceman: Yes / No

10) Correspondence Address (in BLOCK letters with PIN):

  . . . .

  . . . .

  Contact Phone Numbers: . . . .

11) E-Mail Addresses (indicate clearly: . . . .

12) **Qualifications**: (Give information about Technical qualifications only in chronological order)(May attach additional sheet, if required)

Exam Passed	Year of Passing	Name of Board / University	Marks obtained (%)

13) **Certifications**: (must be valid and in active status as on the last date of receipt of applications as well as on the date of interview) (May attach additional sheets, if required).

Certification Name	Month and Year of Passing	Valid Till

14) **Work Experience**: (in descending chronological order) (may attach additional sheets, if required). Only the experience gained after obtaining the requisite degree will be taken into consideration. Internships, training etc will not be taken into consideration.

Post	Name & full address of Employer	Type of organization (Govt/PSU/ Pvt)	Period of work experience			Annual Turnover (Cr.) of the company (if Private)	Name of the Project(s) on which worked with brief nature of assignment	Contact no. and e-mail ID of concerned HR Manager of the organisation
			From	To	Total Duration (in Yrs. & Months)			

15) Total Experience in relevant area . . . . (in years & months).

      15.1 Total experience in RailTel: . . . .

      15.2 Whether completed 3 years in RailTel: . . . .

      15.3 Whether presently working in RailTel: . . . .

16) Name of present employer . . . .

17) Pay Scale (IDA)/Level (CDA)/Gross monthly emoluments(Private): . . . .

18) Region preference: Place of posting in case of selection (Rank in order of preference – Corporate Office (Gurugram), Southern Region (Hyderabad):

Preference	Region
Preference 1	
Preference 2	

19) Details about application fee (Rs.1200/- (Rs.600 for SC/ST/PwBDs):

      Demand Draft number: . . . . Date: . . . .

      Amount of Demand Draft: . . . . Issuing bank: . . . .

I declare that I have read the detailed vacancy notice uploaded on RailTel's website very carefully. The information furnished above by me is true to the best of my knowledge and belief and that nothing material has been concealed. I understand that if it is found that I have concealed any information or have provided the wrong information, my candidature is liable to be cancelled / service is liable to be terminated forthwith without any notice.

  Place : . . . .

  Date   : . . . .   Signature of Candidate

☞ Important: Documents to be mandatorily attached with application (Self attested copies):

a) Self-attested copy of Matriculation Certificate/Secondary School Examination Certificate (SSEC) or an equivalent educational certificate (for age proof).
b) Self-attested copies of certificates and mark-sheets in support of the required technical qualification.
c) Self-attested copies of certificates and mark-sheets in support of higher technical/ professional qualifications, if any.
d) Self-attested copies of certifications.
e) Experience certificates must indicate length and field of experience. Only post-qualification experience will be counted; teaching/academic experience and curriculum-based training/apprenticeship/projects will not be considered.

f) Experience shall be counted subject to submission of all five mandatory documents: (1) Experience Certificate, (2) Appointment Letter, (3) First & (4) Last Pay Slips, and (5) EPF/Bank Statement showing salary credit; failing which experience will not be counted.

g) In cases where a candidate is employed by one private organization but deployed to work in another organization, the experience will be evaluated based on the status of the organization where the candidate is actually deployed (i.e., Central Govt./State Govt./PSU or a Private Organization with turnover $\geq$ ₹300 Cr.), subject to submission of an experience certificate in Annexure-XI issued by such qualifying organization. Please refer Para 2.2.

h) Proof of requisite annual turnover of employer as per requirement of vacancy notice.

i) Self–attested caste certificate (In case applicant belongs to SC/ ST/ OBC (non-creamy layer)/ EWS. Please refer Para 7,8 & 9 for details.

j) In case PwBD candidate, self-attested copies of certificates issued by the competent authority, as proof of disability.

k) In case of Ex-Servicemen, self-attested copies of the service certificate issued by the competent military authority regarding service in military.

l) Self–attested copy of the appointment letter in support of appointment to the post in the organization in which currently working along with valid Identity card and current pay slip issued by the company.

m) No Objection Certificate (NOC), if currently serving in Govt/Quasi Govt. offices/ Public Sector Undertakings on regular basis (if available). Otherwise, candidates will have to submit 'No Objection Certificate' from his / her organization at the time of interview.

n) Self–attested copy of Photo I.D. proof and address proof (Passport/ Aadhar card/ Driving License/ PAN card/ Voter I. Card) issued by Central/ State Govt.

o) Demand draft of appropriate value.

p) Copy of CV with signed photograph thereon (signed on each page).

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FORM OF CASTE CERTIFICATE FOR SC/ST

This is to certify that Shri*/ Srimati/ Kumari* .... son/daughter* of ....Village/Town …………….................................... District/Division*..of the .... State/Union Territory* belongs to the ……………...............................Caste*/Tribe which is recognised as a Scheduled Caste / Scheduled Tribe under:-

*The Constitution Scheduled Castes Order 1950.

*The Constitution Scheduled Tribes Order 1950.

*The Constitution (Scheduled Castes) (Union Territories) (Part C States) Order 1951;

*The Constitution (Scheduled Tribes) (Union Territories) (Part C States) Order 1951;

[As amended by the Scheduled Castes and Scheduled Tribes Lists (Modification Order 1956, the Bombay Re-organisation Act 1960, the Punjab Re- organisation Act 1966, the State of Himachal Pradesh Act 1970, the North Eastern Areas (Re-organisation) Act 1971 and the Scheduled Castes and Scheduled Tribes Orders, (Amendment) Act 1976]

The Constitution (Jammu and Kashmir) Scheduled Castes Orders, 1956

The Constitution (Andaman and Nicobar Islands) Scheduled Tribes Order, 1959 as amended by the Scheduled Castes and Scheduled *Tribes Orders (Amendment) Act, 1976

The Constitution (Dadra and Nagar Haveli) Scheduled Castes Order, 1962.

*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes, Order, 1962

*The Constitution (Pondicherry) Scheduled Castes Orders, 1964

*The Constitution (Uttar Pradesh) Scheduled Tribes Order, 1967

*The Constitution (Goa, Daman and Diu) Scheduled Castes Order, 1968

*The Constitution (Goa, Daman and Diu) Scheduled Tribes Order, 1968

*The Constitution (Nagaland) Scheduled Tribes Order, 1970.

*The Constitution (Sikkim) Scheduled Castes Order, 1978

*The Constitution (Sikkim) Scheduled Tribes Order, 1978

*The Constitution (Jammu & Kashmir) Scheduled Tribes Order, 1989.

*The Constitution (SC) Orders (Amendment) Act, 1990

*The Constitution (ST) Orders (Amendment) Ordinance Act, 1991

*The Constitution (ST) Orders (Amendment) Ordinance Act, 1996

*The Constitution (Scheduled Castes) Orders (Amendment) Act, 2002

*The Constitution (Scheduled Castes) Orders (Second Amendment) Act, 2002.

*The Scheduled Castes and Scheduled Tribes Orders (Amendment) Act, 2002.

1. Applicable in the case of Scheduled Castes/Scheduled Tribes persons who have migrated from one State/Union Territory Administration.

This certificate is issued on the basis of the Scheduled Castes/ Scheduled Tribes Certificate issued to Shri / Srimati *..father / mother* of Shri / Srimati / Kumari .... of Village / Town* ……...................... in District / Division *.. of the State / Union Territory *……….....… who belongs to the……………........................Caste*/Tribe which is recognised as a Scheduled Caste / Scheduled Tribe in the Station/ Union Territory* issued by the .... dated ....

2. Shri / Srimati / Kumari* .... and /or* his/her* family ordinarily resides in Village / Town* ....District / Division* .... of the State/ Union Territory* of ……………………………………

Place..................................   Signature..

Date...................................   Designation..

                                                (with seal of Office)

                                                State/ Union

Territory...

* Please delete the words which are not applicable.

@ Please quote the specific presidential order.

% Delete the Paragraph, which is not applicable

Note: (a) The term ¯ordinarily reside(s)' used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.Officers competent to issue Caste/Tribe certificates.

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner. 2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate. 3. Revenue Officers not below the rank of Tehsildar. 4. Sub- Divisional Officer of the area where the candidate and / or his / her family normally reside(s).
5. Certificates issued by Gazetted Officers of the Central or of a State Government Countersigned by the District Magistrate concerned. 6. Administrator/ Secretary to Administrator (Laccadive, Minicoy and Admindivi Islands).

OBC CERTIFICATE FORMAT

FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POST UNDER THE GOVERNMENT OF INDIA

This is to certify that Shri / Smt. / Kumari... son / daughter of .... of Village/Town……………………………in District/ Division .... in the State / Union Territory .... belongs to the .... community which is recognised as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. .... Dated ....*.

Shri/Smt./Kum.* .... and /or his/her family ordinarily reside(s) in the ….. District / Division of the …….................................... State / Union Territory. This is also to certify that he/she does not belong to the persons / sections (Creamy layer) mentioned in column 3 (of the Schedule to the Government of India, Department of Personnel & Training OM No. 36012/22/93-Estt(SCT), dated 8.9.1993 and modified vide Government of India, Department of Personnel and Training O.M.No.36033/1/2013-Estt. (Res) dated 27.05.2013 and 13.09.2017**.

Date:

DISTRICT MAGISTRATE /
DY. COMMISSIONER ETC.

(Seal)

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate as OBC.

** As amended from time to time.

Note: The term "Ordinarily" used here will have the same meaning as in Section 20 of the Representation of the People Act, 1950.

**Proforma for declaration to be submitted by Other Backward Class
Candidates at the time of document verification**

I, ……….. son/daughter of
Shri .... resident of Village/Town/City
...., district .... State
.... hereby declare that I belong to the ....
(indicate your sub caste) community which is recognized as a backward class by the
Government of India for the purpose of reservation in services as per orders contained
in Department of Personnel and Training Office Memorandum No. 36012/22/93-
Estt.(SCT) dated 08.09.1993. It is also declared that I do not belong to persons/sections
(Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office
Memorandum dated 08.03.1993 and its subsequent revision through
O.M.No.36033/1/2013-Estt. (Res) dated 27 05.2013 and 13.09.2017.

Place: Signature of the Candidate

Date: Name of the candidate

Government of———————————————

(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS (EWS)

Certificate No.——————————————   **Date:**—————

VALID FOR THE YEAR—————

This is to certify that Shri / Smt./ Kumari ————————————————————
son/daughter/wife of—————————————permanent resident of——————————,
Village/Street ————————— Post Office ————————— District
————————————in the State/Union Territory————————Pin Code —————
whose photograph is attested below belongs to Economically Weaker Sections, since the
gross annual income* of his/her ⁻family‖** is below Rs. 8 lakh (Rupees Eight Lakh only) for
the financial year————. His/her family does not own or possess any of the following
assets***:

      I. 5 acres of agricultural land and above;
     II. Residential flat of 1000 sq. ft. and above;
    III. Residential plot of 100 sq. yards and above in notified municipalities;
    IV. Residential plot of 200 sq. yards and above in. areas other than the notified
        municipalities.

2. Shri/Smt./Kumari————————————————————————belongs to the
caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward
Classes (Central List).

Recent Passport size Attested Photograph of the Applicant	Signature with seal of Office——————————————— Name————————————————————— Designation—————————————————————

*Note 1: Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2:The term 'Family" for this purpose include the person, who seeks benefit of
reservation, his/her parents and siblings below the age of 18 years as also his/her spouse
and children below the age of 18 years.

***Note 3: The property held by a "Family' in different locations or different places/cities have
been clubbed while applying the land or property holding test to determine EWS status.

FORM-V

Certificate of Disability

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in cases of blindness)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Recent Passport Size Attested Photograph (Showing face only) of the person with disability

Certificate No.:……………………………………………… Date: ………………….....

This is to certify that I have carefully examined Shri / Smt / Kum …………………..
son / wife / daughter of Shri …………………………………………………… Date of Birth …. (DD/MM/YYYY) Age………… Years, Male/Female ……… Registration No. ………………………… Permanent Resident of House No. ……………………… Ward / Village / Street ……………….. Post Office…………………… District……………………. State ……………………., whose photograph is affixed above, and am satisfied that:

(A)   He/she is a case of:

 *Locomotor Disability

 *Dwarfism

 *Blindness

(Please tick as applicable)

(B) The diagnosis in his/her case is ………………………………………..…………….

(1) He / She has ……………% (in figure)…………….……………. percent (in words) permanent locomotor disability / dwarfism/blindness in relation to his/her ……………………….….…. (part of body) as per guidelines (to be specified).

(2) The applicant has submitted the following document as proof of residence:

Nature of Document	Date of Issue	Details of authority issuing certificate

Signature/Thumb Impression of the person in whose favour disability certificate is issued

(Signature and Seal of Authorized Signatory of notified Medical Authority)

FORM-VI
Certificate of Disability
(In case of multiple disabilities)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Certificate No.:……………………………. Date: …………………….

1. This is to certify that we have carefully examined Shri/Smt./ Kum
……………………………………………….… son/wife/daughter Of Shri
……………………………….…..…... Date of Birth…………………… (DD/MM/YYYY)
Age…………years, Male/Female …………..Registration No. …………..………
Permanent Resident of House No. …..….. Ward/Village/Street …………..…………..

whose photograph is affixed above and are satisfied that:

| Recent Passport Size Attested Photograph (Showing face only) of the person with disability |

(A) He/She is a case of **Multiple Disability**. His / Her extent of permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below and shown against the relevant disability in the table below:

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/ Mental Disability (in%)
1	Locomotors Disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Dwarfism			
5	Cerebral Palsy			
6	Acid attack Victim			
7	Low Vision	#		
8	Blindness	#		
9	Deaf	£		
10	Hard of Hearing	£		
11	Speech and Language disability			
12	Intellectual Disability			
13	Specific Learning Disability			
14	Autism Spectrum Disorder			
15	Mental illness			
16	Chronic Neurological Conditions			
17	Multiple Sclerosis			
18	Parkinson's Disease			
19	Hemophilia			
20	Thalassemia			
21	Sickle Cell disease			

(B) In the light of the above, his/her overall permanent physical impairment as per guidelines (to be specified), is as follows:
In figures: …………………….percent , In words :………………………………percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.
3. Reassessment of disability is :
i) not necessary, Or
ii) is recommended/after ………………Year………………………months, and therefore this certificate shall be valid till ……………………………………………(DD/MM/YYYY)
@ e.g. Left/Right/both arms/legs; # e.g Single eye/both eyes; £e.g. Left/Right/both ears
4. The applicant has submitted the following document as proof of residence:

Nature of Document	Date of issue	Details of authority issuing certificate

5. Signature and seal of the Medical Authority

Name and seal of Member	Name and seal of Member	Name and seal of the Chairperson

| Signature/Thumb impression of the person in whose favour disability certificate is issued |

FORM-VII
Certificate of Disability
(In cases other than those mentioned in Forms V and VI)

(NAME AND ADDRESS OF THE MEDICAL AUTHORITY ISSUING THE CERTIFICATE)

Certificate No.:……………………………. Date: …………………..

Recent Passport Size Attested Photograph (Showing face only) of the person with disability

1. This is to certify that we have carefully examined Shri / Smt. / Kum ………………………………………………….. son / wife / daughter of Shri…………………… Date of Birth……………………... (DD/MM/YYYY) Age …………. years, Male / Female …………………… Registration No. ……………..…… Permanent Resident of House No…………… Ward/Village/Street …………..…………… whose photograph is affixed above and I am satisfied that He / She is a case of_____**Disability**. His/Her extent of permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below and shown against the relevant disability in the table below:

S. No.	Disability	Affected Part of Body	Diagnosis	Permanent Physical Impairment/ Mental Disability (in%)
1	Locomotor Disability	@		
2	Muscular Dystrophy			
3	Leprosy cured			
4	Cerebral Palsy			
5	Acid attack Victim			
6	Low Vision	#		
7	Deaf	£		
8	Hard of Hearing	£		
9	Speech and Language disability			
10	Intellectual Disability			
11	Specific Learning Disability			
12	Autism Spectrum Disorder			
13	Mental illness			
14	Chronic Neurological Conditions			
15	Multiple Sclerosis			
16	Parkinson's Disease			
17	Haemophilia			
18	Thalassemia			
19	Sickle Cell disease			

(B) In the light of the above, his/her over all permanent physical impairment as perguidelines (to be specified), is as follows:

In figures: ……………. percent, In words

.... perc ent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

i) not necessary, Or

ii) is recommended/after ………………Year …………………months, and therefore this certificate shall be valid till ....(DD/MM/YYYY)

@ e.g. Left/Right/both arms/legs; # e.g Single eye/both eyes; £e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence :

Nature of Document	Date of issue	Details of authority issuing certificate

Countersigned [(Countersignature and seal of the CMO / Medical Supdt.) Superintendent / Head of Government Hospital in case the certificate is issued by a medical authority who is not a government servant (with seal)]		(Authorised Signatory of notified Medical Authority) (Name and Seal)

Signature/Thumb impression of the person in whose favour disability certificate is issued

Note: In case this certificate is issued by a medical authority who is not a government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District. The principal rules were published in the Gazette of India vide notification number S.O. 908(E),dated the 31st December, 1996.

LETTER OF UNDERTAKING FOR USING SCRIBE

NOTE: (a) Candidates suffering from low vision or candidates whose writing speed is adversely affected permanently by Cerebral Palsy / muscular dystrophy / candidates with locomotor disability (one arm) are eligible for Scribe.

(b) The candidate will have to arrange his/her own scribe at his/her own cost.

(c) Those candidates who use a scribe shall be eligible for compensatory time of 20 minutes for every hour of the examination or as otherwise advised.

(d) Please ensure you are eligible to use a scribe as per Government of India rules governing the recruitment of Persons with Disabilities.

PARTICULARS OF SCRIBE PROPOSED TO BE ENGAGED BY THE CANDIDATE

1. Name of the Candidate ....
2. Roll No ....
3. Name of CBT Center ....
4. Qualification of Candidate ....
5. Disability Type ....
6. Name of the Scribe ....
7. Date of Birth of the Scribe ....
8. Father's Name of the Scribe ....
9. Address of the Scribe :
   (a) Permanent Address ....
   ....
   (b) Present Address ....
   ....
10. Educational Qualification of the Scribe ....
   ....
11. Relationship, if any, of the Scribe to the Candidate.....................

Paste here recent colour Passport Size Photograph of the SCRIBE of size 3.5 cm x 4.5 cm (The colour photograph should not be more than 3 months old.)
Signature of SCRIBE in the above box below the photograph

12. DECLARATION:

i) We hereby declare that the particulars furnished above are true and correct to the best of our knowledge and belief. We have read/ been read out the instructions of the recruitment regarding conduct of the candidatesassisted by Scribe/Scribes at this examination and hereby undertake to abide by them.

ii) We do hereby undertake that the qualification of scribe is mentioned correctlyand the qualification of the scribe is one step below qualification of candidate. In case, subsequently it is found qualification of scribe is not as declared by the candidate, I (the candidate) shall forfeit my right to the post and claims relating thereto.

iii) We declare that the Scribe himself/herself is not a candidate in this examination. We understand that in case it is found otherwise the candidature of both of us will be rejected.

iv) We declare that the scribe has not acted/will not act as Scribe to any other candidate of this examination.

(Signature of the Candidate)   (Signature of the Scribe)

Left thumb impression of the   **Left thumb**
impression of the Candidate in the box given above   Scribe in the box
given above

Signature of the Invigilator

(On company letter head)

<u>EXPERIENCE CERTIFICATE</u>

It is hereby verified that Shri/Ms._____ S/o or D/o Shri _____ (DOB: _____) was/is deployed in our organisation _____ (name of organization- Central Govt. Org./ State Govt. Org./ PSU or private organisation having turnover of 300 cr. or more) through _____ (name of employer) as _____(designation) at _____ (place of posting) for the period from _____ to _____.

During this period, he has been associated with following work:

1.

2.

3.

4.

5.

Sign_____

Name_____

Designation_____

Company_____

Contact No._____

E-Mail ID_____

Date_____