



Delhi Transport Corporation
(Government of NCT of Delhi)
I.P.Estate: New Delhi

Advertisement for the post of Sr.Manager (IT)

DTC intends to fill up 01 vacant sanctioned post of Sr. Manager (IT) on contract basis initially for a period of 01 year. The following are the requisites for the post of Sr. Manager (IT):

1. Age limit: Not exceeding 40 years.
2. Educational & other qualifications required as per RRs
Essential:

A(i) Master's Degree in Computer Applications/M.Tech (with specialization in computer Applications) Or BE/B.Tech. in Computer Engineering/Computer Science/Computer Technology of a recognised University or equivalent.

(ii) Five years experience of Electronic Data Processing, out of which at least two years experience should be in actual programming.

OR

B(i) Degree in Computer Applications/Computer Science or Degree in Electronics/Electronics and Communication Engg. from recognized university or equivalent.

(ii) 7 years experience of Electronic Data Processing work out of which at least 3 years experience should be actual programming.

OR

C(i) Master's Degree of a recognized university or equivalent or Degree in Engineering of a recognized university or equivalent.

(ii) 8 years experience of Electronic Data Processing out of which at least 4 years experience should be in actual computer programming.

OR

D(i) A level Diploma under DOEACC Programme or Post Graduate Diploma in computer application offered under university programme/post polytechnics. Diploma in Computer Applications awarded by State Counsel of Technical Education or equivalent.

The departmental candidates having the above requisite qualification and experience may also apply for the said post for which requisite relaxations as per GOI guidelines will be applicable.

The other terms & conditions of engagement will be as under:

- i) He/She will be engaged as Contractual Officer against a vacant sanctioned post of Sr. Manager (IT). The engagement of Contractual Officer would be on full-time basis and he/she would not be permitted to take up any other assignment during the period of consultancy.

- ii) The remuneration of the selected candidate will be fixed in the initial of the Pay Matrix level 11 i.e. Rs.67, 700/- plus applicable DA at the time of execution of agreement.
- iii) This rate shall remain same till the expiry of the contract period. In the offer of contract engagement/agreement, only the lump-sum amount is indicated. Such consolidated remuneration can be revised by adding revised DA at each occasion of fresh contract.
- iv) The Contractual Officer shall not be entitled to any allowance such as House Rent Allowance, reimbursement of call charges of Residential Telephone/mobile, Transport facility, Residential Accommodation, Personal Staff, etc.
- v) No DTC staff car/hired vehicle shall be provided to the Contractual Officer. However, he/she shall be issued an Identity Card-cum-free Bus pass for travelling in DTC Buses from residence to place of posting and vice-versa during his contract.
- vi) No TA/DA shall be admissible for joining the Corporation. Contractual Officer will not be allowed foreign travel at expenses of DTC. However, Contractual Officer shall be allowed TA/DA for their travel inside the country in connection with the official work, if any, as per his/her entitlement as on the date.
- vii) Contractual Officer shall be eligible for 8 days' leave in a calendar year on pro-rata basis. Therefore, a Contractual Officer shall not draw any remuneration in case of his absence beyond 8 days in a year (calculated on pro-rata basis). Also un-availed leave in a calendar year cannot be carried forward to next calendar year.
- viii) The engagement of Contractual Officer is of a temporary in nature and the engagement can be cancelled at any time by the DTC without assigning any reason. He/She shall not raise any claim for seniority, regularization of services on permanent basis in DTC at any point of time. In case he/she do so, DTC will be at liberty to take necessary action as deemed fit including termination of the contract. Further the services of Contractual officer can be terminated at any time as per the staff position existent at that time.
- ix) DTC shall have full right to conduct physical/medical examination of the Contractual officer at time of engagement.
- x) A Contract Agreement on the relevant stamp paper of Rs.50/- (to be attested by Notary Public) shall be executed with the Contractual Officer by the authorized officer of the Personnel Deptt. of DTC.

He/She will give an acceptance of above said terms & conditions in writing within three days of receipt of this offer letter. Non-receiving of acceptance in writing within stipulated period by him/her, it will be assumed/presumed that he/she is not interested for his/her engagement as Contractual Officer against the vacant sanctioned post of Sr. Manager(IT) on the above said terms & conditions.

The candidate should apply on the prescribed application proforma up-loaded on website. The list of documents to be attached along with application, issued by his/her department is as under:-

- i) Self attested photo copy of educational/technical qualification certificates.
- ii) Vigilance, disciplinary & criminal clearance certificate from his department.
- iii) Service Certificate
- iv) Experience certificate issued by the department.
- v) Proof of pay scale/last pay drawn.
- vi) Copy of Date of Birth/ID/Residential Proof.
- vii) Two photographs.

The last date of receipt of application for the above post is **20.03.2019.**

Note: Candidates having 75% marks and above & experience in Govt. Departments/PSUs will be given preference over other candidates.

**From
Dy.CGM(PLD-I)**

Application Format

Reference No. _____

Date _____

Name of the post applied for _____

Affix self attested recent passport size photograph.

1. Full Name(in capital): _____
2. Date of Birth(in figure and words): _____
3. Gender : Male/Female _____
4. Nationality: _____
5. Service & Batch (if applicable): _____
6. Father's Name: _____
7. Permanent Address : _____
8. Address for correspondence /Contact. Tel Ph. Number : _____
9. Whether belongs to SC/ST/OBC/General : _____
10. All Educational and Professional Qualifications:-

Sl. No.	Exam/ Degree Passed	Year of passing	Division Grade % of Marks	Duration of the Degree/ Diploma	Name of Board/ University	Subject	Subject of Specialization

11. Any other specialized training/course under-taken: _____

12. Details of Employment/Experience in the relevant fields in chronological order:

S.No.	Office	Post held	Period	Pay Band+ Grade Pay	Nature of duties

13. Details of enclosures: Attested photocopies of documents in support of the information supplied in above columns, such as, Educational Qualification, Date of Birth, SC/ST/OBC certificate, Experience etc.

14. I hereby declare that all the statements made in the application are true and complete to the best of my knowledge and belief. I undertake that action can be taken against me by the Corporation (DTC) for furnishing false information mentioned herein above.

Date-----

Place-----

Name & Signature of the Candidate