

DELHI TRANSPORT CORPORATION

GOVT. OF NCT OF DELHI

I.P. ESTATE: NEW DELHI

No. PLD-/Promotion/Sr. Mgr. (PLD)/2021/634

Dated: 24.06.2021

In order to fill up the vacant sanctioned post Sr. Manager (Pers.) in Pay Band of Rs. 15600-39100+Grade Pay 6600/- (pre-revised) (Pay Matrix-Level 11 as per 7<sup>th</sup> P.C.) by way of promotion by way of circulating the said post amongst the eligible officers of DTC who fulfills the following requisites of recruitment Rules of the post:-

**Sr. Manager (Pers.):**

As per column No. 5 of the RRs to the post of Sr. Manager (Pers.), the following educational qualification is required:

**Essential:**

- (i) Degree of a recognized University or equivalent.
- (ii) About 7 years experience of handling establishment/personnel matters of which, at least 5 years must have been as a responsible officer in the Personnel Department of a large organization.
- (iii) Knowledge of labour laws, service rules and regulations applicable to employees of Government & Semi-Government Organizations (Qualifications relaxable in suitable cases at the discretion of the appointing authority).

**Desirable:**

Degree or Diploma in Personnel Management.

As per column No. 9 of RRs in case of promotion, officer fulfilling the above requirements and having satisfactory record of service of at least one year in the next lower grade is required.

The desirous Officers should apply through their HOD on the prescribed Application Performa to Dy. CGM (PLD) within 01 week of issuance of this circular i.e. 01.07.2021 positively. The Officers are also advised to enclose the self attested copies of their all educational certificates & others if any along with application format, failing which their applications will not be entertained.

This has the approval of the Competent Authority.

✓ Dy. CGM (17-1) B B M

All HODs

All RMs

All Unit Officers

  
Dy. Manager (PLD-I)



13. Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent			
14. In case the present employment is held on deputation basis, please state			
a) The date of initial appointment in parent deptt.	b) Period of appointment on deputation	c) Name of the parent office/organization to which the applicant belongs.	d) Name of the post and Pay of the post held in substantive capacity in the parent deptt./ organization.

15. 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.
16. I hereby declare that all the statements made in the application herein above are true and complete to the best of my knowledge and belief. I undertake that suitable action can be taken against me by the Corporation (DTC) for furnishing false information mentioned herein above.

Place-----

Date-----

Name & Signature of the Candidate