



# रेलवे सूचना प्रणाली केन्द्र

(रेल मंत्रालय भारत सरकार का संगठन)



भारत 2023 INDIA

## CENTRE FOR RAILWAY INFORMATION SYSTEMS

(An Organisation of the Ministry of Railways, Govt. of India)

No: CRIS/HQ/DEPT/51/2024-PERS

Dated: 23/09/2024.

वसुधैव कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

### VACANCY NOTICE NO: 18/2024

1.	Nomenclature of the Post	: Assistant Manager/Executive (PRS)
2.	No. of Vacancies	: 04 (Four)
3.	Location	: Kolkata, Mumbai, Chennai & New Delhi
4.	Duration and Term of Deputation	: Five Years on usual terms and conditions of deputation.
5.	Terms of Appointment	: Deputation
6.	Scale of Pay	: Level – 10/ 7 /6 ( as per 7 <sup>th</sup> CPC Pay Matrix)
7.	Pay and Allowance	: As per CRIS norms.
8.	Eligibility, Experience and Specific requirement, if any	<p>Railway employees working as Reservation Supervisor (RS) / Chief Reservation Supervisor (CRS) in substantive grade/pay of level- 6&amp;7 of Commercial Department with relevant experience of working in PRS may apply as under:-</p> <p><u>Desirable:-</u>Any Graduate Degree of B.E. /B.Tech. / M. Tech. / MCA / M.Sc., etc with minimum 10 years' experience in all or any of the following will be given preference:-</p> <ul style="list-style-type: none"><li>• Good Domain knowledge in PRS</li><li>• Good Working knowledge of PRS CONCERT Application</li><li>• Good Working knowledge of BOOKING and Charting in CONCERT</li><li>• Willing to work in Shift Duties</li><li>• Fair knowledge of Programming in any of the Computer Programming Languages will be an added advantage.</li></ul> <p><u>Note:-</u> The eligibility criteria for Assistant Manager in Level-10 will be as under:-</p> <ul style="list-style-type: none"><li>• The Railway employees working as CRS in substantive grade of pay level 7 with minimum 5 years service in relevant grade <b>OR</b></li><li>• The Railway employees working as Reservation Supervisor (RS) in pay level- 6 having 6 years minimum service in relevant grade and working experience in PRS and should have completed minimum 20 years' service in Group 'C' <b>OR</b></li><li>• Railway employees working as CRS/RS in substantive grade in level-7 with less than 5 years in relevant grade but have completed 6 years minimum service in substantive grade in level-6&amp;7 and with minimum 20 years of service in Group 'C';</li></ul>

चाणक्यपुरी, नयी दिल्ली 110021

CHANAKYAPURI, NEW DELHI-110021

टेलीफोन/TELEPHONE : 24104525, 24106717 फैक्स/FAX : 91-11-26877893

			<ul style="list-style-type: none"> <li>• Those who are working in Commercial Department in level-8 &amp; 9 (non-Gazetted) under MACPSs.</li> <li>• Railway employees not meeting above eligibility criteria will be eligible for parent pay plus deputation allowance &amp; will be designated as Sr Executive/Executive in level 7/6</li> </ul> <p>The employee should be conversant with functioning in Computerized environment.</p>
9.	Age	:	Not more than 50 years as on 01.10.2024
10.	The date up to which CRIS is exempted from the rule of immediate absorption.	:	Up to 19/05/2026
11.	Retention of Railway accommodation during deputation tenure in CRIS	:	Yes, Retention of Railway accommodation is permissible as per Board's guidelines issued from time to time.
12.	Perks and Benefits	:	<ul style="list-style-type: none"> <li>• Leasing if Private accommodations is admissible on the rates admissible to Railway Officers.</li> <li>• Officers Joining CRIS, on deputation basis may opt for CRIS Medical facility for self and dependent family members. For availing CRIS Medical facility, Railway Officers joining CRIS has to surrender Railway Medical Card in Railway.</li> <li>• Transportation as per Central Government Rules.</li> <li>• Other benefits, as per the extent Policy in vogue.</li> </ul>
13.	Closing Date	:	30 Days from the date of issue.
14.	Web Address	:	<a href="http://www.cris.org.in/career/">www.cris.org.in/career/</a>

The Vacancies are required to be filled up urgently. Hence, it may be given wide publicity. The application of willing staff may be forwarded along with the following formalities and same may please be forwarded to Shri Devendra Singh Adhikari, Chief Manager/Personnel CRIS, HQrs Office, Chanakyapuri, New Delhi Mail ID [adhikari.devendra@cris.org.in](mailto:adhikari.devendra@cris.org.in) or Shri Chander Singh, Assistant Manager/Personnel, CRIS, HQrs Office, Chanakyapuri, New Delhi Mail ID [singh.chander@cris.org.in](mailto:singh.chander@cris.org.in):-

- 1 D&AR/Vigilance Clearance and ;
- 2 APARs/ACRs for the last 3 years;
- 3 Service particulars of the employees are given in Application Form must be VERIFIED by the Controlling Officer/Establishment Officer.

  
**(D. S. Adhikari)**  
**Chief Manager/Personnel**

General Manager (P)  
All Zonal Railways / PUs.

PRESCRIBED FORMAT

(Paste latest  
passport size  
photograph)

**FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS.**

Important (Please don't leave blanks)	Vacancy Notice No	
	File No (appears on the top left side of notice)	
	Post against which application has been submitted	
	Choice of station (wherever applicable)	

Personal Data

1	Name		
2	Father's name		
3	Gender		
4	Department		
5	Category		
6	Date of birth		
7	Date of Appointment and Appointed as.....		
8	Present Pay Scale ( Level) and basic pay as on date of application.		
9	Present Designation & Railway/Division		
10	Contact Details		
	(a) Email ID		
	(b) Telephone (O)		
	(c) Telephone (R)		
	(d) Mobile Number		

11. Educational Qualification

SN	Educational Qualification	Year/Division	School/Institution/University Place/Country

12. Experience Details:-

Sno	Designation & Railway/ Division with Place of Posting	Grade/Level	From (DD/MM/YY)	To (DD/MM/YY)

13	Details of previous deputation/ Foreign assignment, if any		
14	Whether debarred from deputation? If yes, please furnish details		
15	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.		

I certify that the above information is true to the best of my knowledge and belief. I am liable to be disqualified, if any, information given above is found to be incorrect/incomplete or false.

(Name & signature of applicant )

No

Dated / /

The above service particular of Shri/Smt/Ms ..... , Design ....., Railway ..... are found correct as per records available in this office.

(Name & Deisgnation of Cadre Controlling Officer  
/Establishment Office with Stamp)