



# रेलवे सूचना प्रणाली केन्द्र

(रेल मंत्रालय भारत सरकार का संगठन)

**CENTRE FOR RAILWAY INFORMATION SYSTEMS**

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



**Vacancy Notice No.: 23/2025 (R)16, 09 & 05 of 2025**

No. CRIS/HQ/ESTB/14/2025-Pers

Date: 23.07.2025

Applications are invited from Retired Railway/CRIS staff for the post-retirement assignment. The detail and eligibility criteria are as under: -

Name of the Post	Project Assistant
Name of the Project & Group	FOIS Group
Number of posts and location	One (1) at CRIS/HQ/NDLS
Requirement/Eligibility criteria	<ul style="list-style-type: none"><li>Retired Railway employee from Store/Mechanical/ Electrical department or CRIS employee. The employee retired from <b>Pay Level 6 to 9</b> of 7<sup>th</sup> CPC.</li><li>The applicant should be well versed with tendering process of procurement of seeking budgetary quotations of desired products from prospective vendors, preparation of tenders etc</li><li>The applicant must be well versed of working in MS-Office.</li><li>The applicant must <b>not be more than 62 years</b> of age on the closing date (i.e. not retired more than 2 years back).</li></ul>
Remuneration	As per CRIS rules
Engagement period	Initially for one year
Duty in shift (Day/Night) required	Yes
Holiday working (including Saturday /Sunday)	Yes
Closing Date	30 days from the date of publication in CRIS website.

Eligible retired railway/CRIS staff so willing may apply and furnish the information in the enclosed format along with a copy of PPO/Service and Experience certificate.

(Preeti Sethi)

Manager/ Personnel

चाणक्यपुरी, नयी दिल्ली-110021

CHANAKYAPURI, NEW DELHI-110021

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

## APPLICATION FORMAT

Post Applied for	
Vacancy Notice No. against which applied for	
Name of Retired Official	
Name of Post at the time of retirement	
Date of Birth	
Date of Appointment	
Date of Retirement	
Name of Department at the time of retirement	
Last Pay Level & Pay Drawn	
Experience of working in Railway/Govt/PSU	
Correspondence Address	
Contact Number	
E-Mail address	
PF Account Number of Railway	
PPO Number	
HRMS ID	
Category (Gen/OBC/SC/ST)	

**Please enclosed legible copy of PPO with the application form.**

**Signature of Applicant**