

BITES LIMITED
(A Govt. of India Enterprise)
Shikhar, Plot No. 1, Sector – 29, Gurgaon – 122001



Recruitment of professionals on contract basis through Walk-in/Interview

BITES Ltd., a Nav Ratna Central Public Sector Enterprise under the Ministry of Railways, Govt. of India is a premier multi-disciplinary consultancy organization in the fields of transport, infrastructure and related technologies.

BITES Ltd. is in urgent need of dynamic and hard-working professionals as under:

VC No.	Post	No. of Vacancies					
		UR	EWS	OBC (NCL)	SC	ST	Total
40/24	Environmental Social Monitoring Specialist	2	-	-	-	-	2
41/24	Junior Design Engineer (Mechanical)/ Medical Gas Line System	3	-	-	-	-	3
42/24	Junior Design Engineer (Electrical)	1	-	-	-	-	1
43/24	CAD Draughtsman (Structural)	1	-	-	-	-	1
44/24	CAD Draughtsman (Electrical)	1	-	-	-	-	1
45/24	CAD Draughtsman (HVAC)	2	-	-	-	-	2
46/24	CAD Draughtsman (Water Supply)	1	-	-	-	-	2
47/24	CAD Draughtsman (External Work)	1	-	-	-	-	1
48/24	CAD Draughtsman (Equipment)	2	-	1	-	-	3

Age Limit

Maximum Age
55 Years
Note: Age, experience, and all other eligibility criteria shall be reckoned as on the last date of submission of the application (cut-off date).

VC No.	Number of position	Experience in years	Educational Qualification	Details of post-qualification work experience required

1	40/24	Environmental Social Monitoring Specialist	5 years	Graduate in Civil Engineering with Diploma Certification course in Safety/ Environment/ Fire or relevant field	Minimum 5 years of experience in relevant field
2	41/24	Junior Design Engineer (Mechanical)/ Medical Gas Line System	5 years	Graduate Engineer in (Mechanical/instrumentation/ Industrial Production)	5 years of experience in relevant field.
3	42/24	Junior Design Engineer (Electrical)	5 years	Graduate Engineer in Electrical Engineering	5 years of experience in relevant field.
4	43/24	CAD Draughts man (Structural)	5 years	Diploma / ITI Draughtsman in Civil	3 years of experience in relevant field.
5	44/24	CAD Draughts man (Electrical)	5 years	Diploma in Electrical Engineering	3 years of experience in relevant field.
6	45/24	CAD Draughts man (HVAC)	5 years	Diploma in Electrical/Mechanical Engineering	3 years of experience in HVAC related works.
7	46/24	CAD Draughts man (Water Supply)	5 years	Diploma / ITI Draughtsman in Civil	3 years of experience in Water Supply works and Building projects.
8	47/24	CAD Draughts man (External Work)	5 years	Diploma / ITI Draughtsman in Civil	3 years of experience in relevant field.
9	48/24	CAD Draughts man (Equipment)	5 years	Diploma in Civil/Mechanical/Electrical/ITI Draftsman	3 Years of experience in Equipment Layout works of Hospital Projects.

Categories for which identified	Functional Classification	Physical Requirements
Locomotor disability	OA, OL, Leprosy Cured, Acid Attack Victims	S, ST, BN, W, SE, MF, C, R, W & RW
Hearing Impairment	HI	
Locomotor disability	OA, OL, Leprosy Cured, Acid Attack Victims	

Persons with Disabilities belonging to the category/ categories for which the post is identified (as indicated in Table above) can also apply even if no vacancies are specifically reserved for them. Such candidates will be considered for selection for appointment to the post by general standard of merit.

Functional Classification:

Code	Functions
OL	One leg affected (R or L)
OA	One arm affected
OAL	One arm one leg affected
BL	Both legs affected
HI	Hearing Impaired
LV	Low Vision

Physical Requirements:

Code	Physical Requirements
S	Work performed by sitting (on bench or chair)
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 by fingers
C	Work performed by communication
W	Work performed by walking
H	Hearing/ Speaking
KC	Kneeling and Crouching
JU	Jumping
CL	Climbing

The above lists are subject to revision.

Selection Process

The weightage distribution of various parameters of the selection shall be as under:

Interview	-	100%
(Technical & Professional proficiency - 65 %; Personality Communication & Competency – 35 %)		
Total	-	100%

A minimum of 60% marks for UR/ EWS (50% for SC/ST/OBC (NCL)/ PWD against reserved posts) in interview will be required to enable the candidate to be considered for placement on panel. There will be no minimum qualifying marks required in the aggregate.

The candidates shall have to produce copies of educational qualification and experience claimed which shall be verified from the original documents at the appropriate stage and shall be subject to verification from the original source.

Candidates have the option to appear for interview either in Hindi or English.

Appointment of selected candidates will be subject to their being found medically fit in the Medical Examination to be conducted as per RITES Rules and Standards of Medical Fitness for the relevant post.

Candidates have the option to appear for interview either in Hindi or English.

Nature & Period of Engagement

The appointment shall be purely on contract basis initially for a period of one year, extendable until completion of the assignment subject to mutual consent and satisfactory performance.

Selected candidates will initially be posted at the site of the client in Guwahati and shall be liable for posting anywhere in India as per Company requirements.

The instant recruitment is being done for deployment of personnel at one of our client's site and as such, issuance of offer letter of appointment to the selected candidates shall be subject to approval of CV by the client.

Remuneration

Pay, allowances and perks for the post would be as per the number of minimum post-qualification work experience detailed below:

VC No	Pay Scale	Approximate CTC
VC No. 40/24	40,000-1,40,000	INR 10.8 Lacs
VC No. 41/24 to 42/24	30,000-1,20,000	INR 8.26 Lacs
VC No. 43/24 to 48/24	20,000-66,000	INR 5.58 Lacs

Remuneration mentioned above is only indicative. Actual remuneration shall depend upon the place of posting and other terms & conditions of appointment.

Fees

The candidates will have to deposit the under mentioned amount of fees during online application:

Category	Fee
General/OBC Candidates	Nil
EWS/ SC/ST/ PWD Candidates	Nil

How to Apply

- 1. Before applying candidates should ensure that they satisfy the necessary conditions and requirements of the position.**

2. Interested candidates fulfilling the above laid down eligibility criteria are required to apply online in the registration format available in the Career Section of RITES website, <http://www.rites.com>.
3. While submitting the online application; the system would generate 'Registration No.' on top of online form filled up by the candidate. Note down this "Registration No." and quote it for all further communication with RITES Ltd.
4. While filling up the required details, candidates are advised to carefully and correctly fill the details of "Identity Proof". Candidates are also advised to note the same and ensure the availability of the same Identity Proof as it will be required to be produced in original at later stages of selection (if called).
5. **After filling up the required details under the "Fill/ Modify Application Form", candidate should submit the application.**
6. The candidates are also advised to keep a copy of Application Form submitted with them and to carry the same at the time of the selection (if called).
7. A copy of this online **APPLICATION FORM** containing the registration number is to be printed, signed, and furnished **at the time of interview** along with **SELF-ATTESTED SCANNED COPIES** of the following documents in the given order only from top to bottom (if called):
 - a. 2 recent passport size colour photographs
 - b. High School certificate for proof of Date of Birth
 - c. Certificates of Academic & Professional qualifications and statements of marks of all the qualifications for all semesters/years (Xth, XIIth, Diploma/ Graduation/ Post-Graduation as applicable)
 - d. EWS/ SC/ST/OBC Certificate in the prescribed format by Govt. of India (if applicable)
 - e. Proof of Identity & Address (Passport, Voter ID, Driving Licence, Aadhaar Card etc)
 - f. PAN Card
 - g. Proof of different periods of experience as claimed in the Application Form (if applicable)
 - h. Any other document in support of your candidature
 - i. PWD Certificate as per latest format (if applicable).

Candidates need to bring all original documents on the day of interview.

8. Please attach copies of experience certificates from your previous employer in respect of claims made by you in your application. In respect of current employment, experience certificate/ joining letter along with last months' salary slips, or, Form 16 and other documents which clearly prove your continuity in the job are to be attached. In case your claim is not established from the proofs submitted by you; your application is liable to be rejected. Please check your claims and certificates submitted by you carefully. Incomplete application or, insufficient proof would entail rejection of your application. No claims would be entertained at a later stage.
9. For proof of CTC/ salary, candidates shall have to submit a copy of their last Form No. 16/ Earning Card/ salary slip/ Appraisal letter/ any other suitable document.
10. Community certificate (SC/ST/OBC) should be in the format prescribed by Government of India only. OBC candidates included in the Central List with certificate not more than 12 months old (with clear mention of candidate not belonging to "Creamy Layer") in the GOI prescribed format only will be considered for the posts reserved for OBC. EWS certificate should also be as per Gov. of India format.
11. Hard copies of documents are not to be sent to this office through post/ courier. Documents are to be uploaded on RITES portal only.
12. The original testimonials/documents along with one self-attested copy will have to be produced by the candidate(s) at the time of selection (if called).

13. Candidates who have registered online but whose application along with supporting documents are not submitted by the due date, their candidature may not be considered. The company reserves the right to consider only such applications which are received by the prescribed date. RITES Ltd. does not bear any responsibility for any delay for any reason whatsoever.
14. Mere applying for the post/ submission of documents/ appearing or qualifying in the selection does not confer any right on the candidates for claiming selection. If it is found that a candidate does not fulfill the advertised eligibility criteria, his/her candidature will be summarily rejected.
15. Candidates should submit only one application for one vacancy and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online application. RITES will not be responsible for bouncing of any e-mail sent to the candidates. However, candidates can apply for any number of vacancies.
16. The candidates must submit all the details pertaining to his candidature viz. personal details, educational qualification details, experience details, category etc. Suppression, in this regard, if any, detected on a future date shall render the candidature liable for forfeiture.
17. If any claim made by a candidate is found to be incorrect, his/her candidature shall be summarily rejected.

18. Candidates opting to appear for the interview through Video Conferencing need to submit documents on below mentioned link-:

Link to upload documents-: <https://forms.gle/d7WfzagFpNHNT24YA>

Link to attend document scrutiny-: <https://meet.google.com/xtf-ufhn-tno>

Link to attend interview (If found eligible in document scrutiny)-: <https://meet.google.com/rzs-pbmi-gwf>

Candidates who have not submitted documents on this link will not be eligible to appear for document scrutiny followed by the interview.

Venue & Time

S. No.	Selection Round	Venue
1	Interview	<ol style="list-style-type: none"> Metro Rly Service Building (2nd Floor), 56, C R Avenue, Kolkata-700012 NEDFI House, 4th Floor, G.S. Road Dispur, Guwahati-781006 RITES Limited, Shikhar, Sector 29, Gurugram, Haryana, 122001

Document scrutiny followed by Interviews will be conducted from 06.02.2024 on First come First Serve basis.

Candidates opting to appear for the interview through Video Conferencing need to submit documents on below mentioned link-:

Link to upload documents:- <https://forms.gle/d7WfzagFpNHNT24YA>

Link to attend document scrutiny:- <https://meet.google.com/xtf-ufhn-tnd>

Link to attend interview (If found eligible in document scrutiny):- <https://meet.google.com/rzs-pbmj-gwf>

General Instructions

1. Management reserves the right to cancel/ restrict/ enlarge/ modify/ alter the selection/ recruitment process at any stage, without issuing any further notice or assigning any reason thereafter.
2. The number of vacancies may vary.
3. Departmental candidates of RITES and candidates working in Government Departments/ PSU shall be allowed to join RITES only after being properly relieved from their parent organization.
4. Before applying, the Candidates must satisfy themselves about their eligibility for the post applied for.
5. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact (s), his/her candidature s liable for cancellation. If any of these shortcomings is/are detected even after the appointment, his/her services are liable to be terminated.
6. **Any corrigendum/addendum to this advertisement will be displayed only on the Company's website www.rites.com. Therefore, applicants are advised to keep checking the Company's website for any update.**
7. The period of training/internship shall not be counted towards post-qualification experience.
8. Legal jurisdiction will be Delhi in case of any dispute.
9. No train/bus fare / TA / DA shall be payable.
10. **Age, experience, and all other eligibility criteria shall be reckoned as on the last date of submission of application (cut-off date).**
11. The date of declaration of result / issuance of Marks Sheet shall be deemed to be date of acquiring the qualification and there shall be no relaxation on this account. No further relaxation shall be provided in this regard.
12. Where a specialization is required in the qualifying degree in the educational qualification, candidate is required to submit a certificate from the University/ Institution clearly specifying the specialization in the qualifying degree.

Communication with RITES

Any information regarding this recruitment process would be made available on the email address provided by the candidate at the time of registration and/or shall be uploaded on RITES website.

Candidates are advised to periodically check the site for further updates.

Candidates are encouraged to go through the detailed advertisement and read the "Frequently Asked Questions (FAQs)" uploaded on RITES website under Career section to solve their queries.

Queries if remaining should be sent to rectt@rites.com only and contain the following particulars:

- i. **VC No.**
- ii. **REGISTRATION/ROLL NO.**
- iii. **NAME OF CANDIDATE IN FULL AND IN BLOCK LETTERS.**
- iv. **Valid email address as given in the application.**

Communications not containing the above particulars shall NOT BE ATTENDED TO. Any query/ issue should be brought to the notice of RITES well in advance of the due date.

RITES will not be responsible for the non-submission of applications due to issues brought to notice at the last moment. Queries related to information already provided in the advertisement may not be attended to.

Important Dates		
S. No.	Particular	Date
1	Commencement of submission of online application	25.01.2024
2	Last date of submission of online application	15.02.2024
3	Venue & Date of Interview- 1. Metro Rly Service Building (2nd Floor), 56, C R Avenue, Kolkata-700012. 2. NEDFI House, 4th Floor, G.S. Road Dispur, Guwahati-781006. 3. RITES Limited, Shikhar, Sector 29, Gurugram, Haryana, 122001	Interviews will be conducted from 06.02.2024 to 15.02.2024 (Except Saturday, Sunday and Gazetted Holidays)