

CENTRE FOR RAILWAY INFORMATION SYSTEMS

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

No. CRIS/HQ/ESTB/63 /2025-Pers

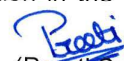
Date: 29.10.2025

Vacancy Notice No.:39 /2025

Applications are invited from retired Railway/Railway Board Officers/Staff for the post-retirement assignment in PMS/CRIS. The details and eligibility criteria are as under:

Name of the Post	Project Assistant
Name of the Project & Group	Parcel Management System (PMS)
Number of posts and location	5 (Five) at CRIS, Chanakya Puri, New Delhi.
Requirement/Eligibility criteria	Retired Railway Employees (Pay level 6 to level 9 having work experience in Commercial/ Accounts Department, preferably in Railway Parcel Office or Ministerial Cadre of Commercial/ Accounts Department in Railway Board/Railways. Staff having practical line experience of working on PMS terminals at station/Division/Zone or Traffic Accounts will be given preference. The employee should be conversant with working in computerized environment. The applicant must not be more than 62 years of age (i.e. not retired more than two years back) on the last date of submission of application.
Nature of Work	Engaged Project Assistant proposed to perform duty in Rosters for management of PMS helpdesk to attend calls field locations and advise resolution in association with the technical staff of CRIS, as the case may be. They will perform duties on average 5 days a week in roster, but they can be utilized on Saturday and Sunday based on the requirement/ exigency. Staff having Accounts/finance knowledge are likely to be given Accounts related work of preparation of estimates/budget/passing of bills/correspondence with RB/Railways and other allied work in coordination with RB/Railways.
Engagement period	Initially for one year
Remuneration	As per CRIS norms
Duty in shift required	Yes
Holiday working (including Saturday and Sunday)	Yes as per requirement
Closing Date	30 days from the date of publication in CRIS website (www.cris.org.in/Career).

Eligible retired employees so willing may apply and furnish the information in the enclosed format along with a copy of PPO or Service 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 (Nature of work done.)	
Correspondence Address	
Contact Number	
E-Mail address	
PF Account Number of Railway	
PPO Number	
HRMS ID	
Category (Genl/OBC/SC/ST)	

Please enclosed legible copy of PPO with the application form.

Signature of Applicant