



# 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)



भारत 2023 INDIA

वसुधैव कुटुम्बकम्

ONE EARTH • ONE FAMILY • ONE FUTURE

No: CRIS/HQ/DEPT/30/2025-PERS

Dated: 13/08/2025.

## VACANCY NOTICE NO: 41/2025

|     |  |   |   |
|-----|--|---|---|
| 1.  | Nomenclature of the Post   | : | Assistant Manager (ISG, IRSOC)  |
| 2.  | No. of Vacancies   | : | 02 (Two)  |
| 3.  | Location   | : | 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 ( 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 in substantive grade/pay of level- 6&amp;7 can apply as under:-</p> <p><b>Note:-</b> 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 in substantive grade of pay level 7 with minimum 5 years service in relevant grade <b>OR</b></li><li>• The Railway employees working in pay level-6 having 6 years minimum service in relevant grade and should have completed minimum 20 years' service in Group 'C' <b>OR</b></li><li>• Railway employees working 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'; <b>OR</b></li><li>• Those who are working in level-8 &amp; 9 (non-Gazetted) under MACPSs.</li></ul> <p>The employee should be conversant with functioning in Computerized environment.</p> |
| 9.  | Age  | : |   |
| 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 must be forwarded by Cadre Controlling Officer/Establishment Office as mentioned in the attached prescribed format along with the following formalities. The same may please be forwarded to Ms Preeti Sethi, Manager/HRD & Personnel, CRIS, HQrs Office, Chanakyapuri, New Delhi email ID: [sethi.preeti@cris.org.in](mailto:sethi.preeti@cris.org.in) or Shri Chander Singh, Assistant Manager/Personnel, CRIS, HQrs Office, Chanakyapuri, New Delhi email 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.

  
**(Manoj Kumar)**  
**Manager/Personnel**

General Manager (P)  
All Zonal Railways / PUs.

चाणक्यपुरी, नयी दिल्ली- 110021  
 CHANAKYAPURI, NEW DELHI-110021  
 टेलीफोन / TELEPHONE : 24104525, 24106717, फैक्स/FAX : 91-11-26877893

PREScribed FORMAT

(Paste latest  
passport size  
photograph)

FOR SUBMISSION OF APPLICATION ON DEPUTATION BASIS.

|   |  |  |
|---|--|--|
| Important<br>(Please<br>don't<br>leave<br>blanks) | Vacancy Notice No                                    |  |
|   | File No<br>(appears on the top left side of notice)  |  |
|   | Post against which application has been<br>submitted |  |
|   | Choice of station<br>(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<br>as.....                           |  |
| 8  | Present Pay Scale ( Level) and basic pay<br>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<br>Place/Country |
|----|---------------------------|---------------|--|
|    |                           |               |  |
|    |                           |               |  |
|    |                           |               |  |
|    |                           |               |  |

12. Experience Details:-

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

Dated / /

No

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

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