



**हरियाणा रेल अवसंरचना विकास निगम लिमिटेड**  
(हरियाणा सरकार और रेल मंत्रालय का संयुक्त उपक्रम)  
**HARYANA RAIL INFRASTRUCTURE DEVELOPMENT CORPORATION Ltd.**  
(A JOINT VENTURE OF GOVERNMENT OF HARYANA AND MINISTRY OF RAILWAYS)

No. HRIDC/456/2025/E- Office:8187

Dated: 01.05.2025

**(Vacancy Notice No. HRIDC/2025/09)**

**Application for the Multiple Positions in Human Resource for Retired Officers on Re-Engagement**

**Basis In**

**Haryana Rail Infrastructure Development Corporation Ltd. (HRIDC)**

Haryana Rail Infrastructure Development Corporation Ltd. (HRIDC) is a Joint Venture company of Govt. of Haryana (GoH) and Ministry of Railways (MoR) with an equity participation of 51% and 49% respectively. The company was formed with an objective to develop the Rail Infrastructure for capacity enhancement in the State of Haryana and to carry on Business Development, financing, planning and implementation of Railway projects. Haryana Orbital Rail Corridor (HORC) project from Palwal to Sonipat via Sohna, Manesar & Kharkhoda (bypassing Delhi area) has been approved by Cabinet Committee of Economic Affairs (CCEA) and is being implemented by HRIDC.

Applications are invited for the officers, who have Superannuated or retired from Railway PSU/Other CPSEs and having relevant work experience. **The details of the posts along with eligibility criteria are given below: -**

**1. Details of The Posts:**

SR. No.	Post	Level	Number of Vacancy/ (ies)	Nature of Employment
i)	Manager/HR	Equivalent to the E3 level in IDA	01	Re-engagement
ii)	Assistant Manager/HR	Equivalent to the E2 level in IDA	01	Re-engagement
iii)	Sr. Executive/HR	Equivalent to the E1 level in IDA	01	Re-engagement
iv)	Executive/HR	Equivalent to the E0 level in IDA	01	Re-engagement

**2. ELIGIBILITY CRITERIA :**

Sr. No.	Post	Eligibility Criteria
i)	<b>Manager/HR</b>	<b>Experience:</b> <ul style="list-style-type: none"><li>- The Candidate must have worked in HR department in any State or Central Government/ PSUs/Financial Institutions/ Banks or any reputed / Human Resources/ Insurance/ Banking Government Companies.</li></ul> <b>Job Description:</b> <ul style="list-style-type: none"><li>- The Officer is required to look after the various matters related</li></ul>



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		to HR such as Deputation, Absorption, Promotion, Transfer, Pay, reimbursements, Retirement matters, APARS, RTIs related to HR functions, Recruitment, outsource matters, Training, Resignation, PF related matters, Service Records, Liasoning with Govt authorities, and other miscellaneous staff matters.	
	Scale of Pay at Superannuation	CDA	L10 or above OR
		IDA	E3 or above
	Service Condition	<ul style="list-style-type: none"> <li>- Selected Candidate will be posted as an Manager/HR initially for a period of one year, which can be further extended at the sole discretion of the company depending upon requirement of the company and the performance of the candidate.</li> <li>- Service is terminable at a notice of 30 days from either side</li> </ul>	
ii)	<b>Assistant Manager/HR</b>	<p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>- The Candidate must have worked in HR department in any State or Central Government/ PSUs/Financial Institutions/ Banks or any reputed / Human Resources/ Insurance/ Banking Government Companies.</li> </ul> <p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>- The Officer is required to look after the various matters related to HR such as Deputation, Absorption, Promotion, Transfer, Pay, reimbursements, Retirement matters, APARS, RTIs related to HR functions, Recruitment, outsource matters, Training, Resignation, PF related matters, Service Records, Liasoning with Govt authorities, and other miscellaneous staff matters.</li> </ul>	
	Scale of Pay at Superannuation	CDA	L8/9 or above OR
		IDA	E2 or above
	Service Condition	<ul style="list-style-type: none"> <li>- Selected Candidate will be posted as an Assistant Manager/HR initially for a period of one year, which can be further extended at the sole discretion of the company depending upon requirement of the company and the performance of the candidate.</li> <li>- Service is terminable at a notice of 30 days from either side</li> </ul>	
iii)	<b>Sr. Executive/HR</b>	<p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>- The Candidate must have worked in HR department in any State or Central Government/ PSUs/Financial Institutions/ Banks or any reputed / Human Resources/ Insurance/ Banking Government Companies.</li> </ul> <p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>- The Officer is required to look after the various matters related to HR such as Deputation, Absorption, Promotion, Transfer,</li> </ul>	



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		Pay, reimbursements, Retirement matters, APARS, RTIs related to HR functions, Recruitment, outsource matters, Training, Resignation, PF related matters, Service Records, Liasoning with Govt authorities, and other miscellaneous staff matters.	
	Scale of Pay at Superannuation	CDA	L7 or above OR
		IDA	E1 or above
	Service Condition	<ul style="list-style-type: none"> <li>- Selected Candidate will be posted as an Sr.Executive/HR initially for a period of one year, which can be further extended at the sole discretion of the company depending upon requirement of the company and the performance of the candidate.</li> <li>- Service is terminable at a notice of 30 days from either side</li> </ul>	
iv)	<b>Executive/HR</b>	<p><b>Experience:</b></p> <ul style="list-style-type: none"> <li>- The Candidate must have worked in HR department in any State or Central Government/ PSUs/Financial Institutions/ Banks or any reputed / Human Resources/ Insurance/ Banking Government Companies.</li> </ul> <p><b>Job Description:</b></p> <ul style="list-style-type: none"> <li>- The Officer is required to look after the various matters related to HR such as Deputation, Absorption, Promotion, Transfer, Pay, reimbursements, Retirement matters, APARS, RTIs related to HR functions, Recruitment, outsource matters, Training, Resignation, PF related matters, Service Records, Liasoning with Govt authorities, and other miscellaneous staff matters.</li> </ul>	
	Scale of Pay at Superannuation	CDA	L6 or above OR
		IDA	E0 or above
	Service Condition	<ul style="list-style-type: none"> <li>- Selected Candidate will be posted as an Executive/HR initially for a period of one year, which can be further extended at the sole discretion of the company depending upon requirement of the company and the performance of the candidate.</li> <li>- Service is terminable at a notice of 30 days from either side</li> </ul>	
<b>3.</b>	<b>Closing Date</b>	31.05.2025	

**NOTE: -**

1. The re-engaged personnel shall be granted consolidated emoluments as per HRIDC policy.



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2. The place of posting will be Gurugram.
3. Candidates fulfilling the eligibility criteria laid down above, should apply and submit application form duly filled in (Annexure – I) along with the Self-attested certificates of all educational qualifications, copy of PPO, details of all past experience and any other relevant documents addressing to:

**ED/Infra (BD&CC) Haryana Rail Infrastructure Development Corporation Ltd., IRCON International, Tower-2, Plot No.-16, Sector- 32, Gurugram, Haryana-122018**

The envelope containing the application should be subscribed “Application for the post of.....”.

Simultaneously a scanned copy of the application may also be sent on email [hridc-hr@hridc.co.in](mailto:hridc-hr@hridc.co.in). in within 30 days of this notification.

Candidates called for interaction should bring hard copy of **all original documents and filled in application** along with them.

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**GM (HR)  
HRIDC, Gurugram**