



कोंकण रेलवे कॉर्पोरेशन लिमिटेड KONKAN RAILWAY CORPORATION LIMITED

(भारत सरकार का उपक्रम) (A GOVERNMENT OF INDIA UNDERTAKING)

कॉर्पोरेट पहचान संख्या (Corporate Identity Number): U35201MH1990GOI223738



No. CO-13014(11)/1/2026-PERS(70396)

Date: 03.06.2026

VACANCY NOTICE NO. CO / P / RE/03/2026

Konkan Railway Corporation Limited (KRCL) requires retired employee of Indian Railways/ CPSU's on re-employment basis. To meet the immediate requirement of manpower, the Corporation invites applications for One (1) post of Office Superintendent (OS)/Settlement in prescribed format – Annexure "A" (attached).

Details of the post, scale etc. are as under:

1	Organization	Konkan Railway Corporation Limited.
2	Title & No. of Posts	Office Superintendent (OS)/Settlement – 01 post
3	Place of posting and HQ	Headquarter will be at Regional Railway Manager office at Karwar, required to work anywhere between the jurisdiction of Konkan Railway (Between Roha and Thokur)
4	Service	Retired Ministerial staff of Deptt. of Indian Railways / CPSU's
5	Mode of appointment	Re-employment basis
6	Period of re-employment	One year
7	Age as on date of notification	The maximum age shall not be more than 62 years as on date of notification.
8	Scale of Pay	7th CPC Pay Matrix Level-6 (6th CPC, GP Rs. 4200/-). Pay and allowance will be governed as per the Railway Board Guidelines issued from time to time.
9	Eligibility Criteria	Minimum Qualification: Graduation in any discipline from a University or Institute recognized by UGC.
10	Work Experience	The applicant should be a retired employee working in Pay Matrix Level-6 in 7 th CPC (substantive grade) and should possess at least 10 years of working experience in Personnel department in the said grade. Having 20+ years of working experience as clerical staff in Personnel department of Indian Railways/CPSU would be desirable.
11	Brief Description of Duties	Settlement cases: Dealing with all matters related to settlement of employees on superannuation, acceptance of Voluntary Retirement Scheme, Resignation, Death and other retirement cases. Preparation and verification of Leave Sheets, Qualifying Service, Retirement benefits like Gratuity, Leave Encashment, GSLI etc., and Pension-related documentation. Dealing with deputation matters: Handling service matters of deputationists including Railway Protection Force (RPF). Land record verification: Verification of Land Loser documents during document verification drive for recruitment purposes. Establishment matter: Processing of Pay Fixation cases and verification of service particulars. Preparation and issuance of Due Drawn Statements in accordance with applicable guidelines and rules. Maintenance of service records and processing of employee service-related claims and benefits. Correspondence and coordination with various departments regarding establishment and settlement matters. Any other establishment and personnel-related duties assigned from time to time.

पंजीकृत कार्यालय: बेलापुर भवन, सेक्टर - 11, सी.बी.डी. बेलापुर, नवी मुंबई - 400614.

Regd. Office: Belapur Bhavan, Sector- 11, CBD Belapur, Navi Mumbai 400 614. Tel: 91-22-27572015-18; Fax : 27572420

ई-मेल (E-mail): general@krcl.co.in • वेबसाइट (Website) : www.konkanrailway.com

LEI No. 335800CK2U27PG7WLL79

3/6/2026


12	Photo Copies	a) Self attested photo copies of certificates of qualifications. b) Self attested photo copy of Pension Payment Order (PPO). c) Self attested photo copies of Orders for Grade//Scale indicating Designation.
13	Other Documents	a) Curriculum Vitae (CV) in separate sheet b) 02 Self Attested Passport size photographs
14	Web Address	www.konkanrailway.com
15	Closing Date	20/06/2026

Important Note:

Applications in prescribed format (Annexure – A) and complete in all respects along with enclosures, clearly mentioning the above Notification No. and Post applied for should reach to Dy CPO/Admin on email id : dycpo.sayali@krcl.co.in on or **before 15/06/2026. by 17:30 hrs.** Applications received after this date/time will not be entertained. Above Selection is subject to vigilance and D&AR clearance of candidate, if required. Candidates are warned that submission of false information will render them liable for immediate dismissal, if selected without any notice or disciplinary action. Konkan Railway Corporation Ltd. holds all the right to alter the number of vacancy and other procedure or cancel the recruitment against this notification as it may deem fit without citing any reason. No correspondence will be entertained from or on behalf of ineligible candidates.

Enclosed: - Annexure "A"

Date: 03.06.2026


(Sayali H Shinde)
Dy Chief Personnel Officer / Admin
Konkan Railway Corporation Limited
Sayali H. Shinde
उप मुख्य कार्मिक अधिकारी / प्रशासन
Dy. Chief Personnel Officer / Admin
कोंकण रेलवे कॉर्पोरेशन लिमिटेड
Konkan Railway Corporation Limited

