



DELHI METRO RAIL CORPORATION LTD
(A Joint Venture of the Govt. of India and the Govt. of Delhi)



The Lifeline of Delhi

ADVT No. DMRC/PERS/22/HR/2020 (64) Dated: 03/09/2020

REQUIREMENT OF GM (FINANCE) IN DMRC, ON DEPUTATION BASIS

The Delhi Metro Rail Corporation (DMRC) Ltd, a Joint Venture company with equity participation from the Govt. of India and the Govt. of National Capital Territory of Delhi has been entrusted with the responsibility of implementation of the rail-based Mass Rapid Transit System for Delhi. The Delhi Metro Rail Corporation, Lifeline of Delhi, prides itself on its ability to nurture its employees through its unique work culture. Today, DMRC empowered by about 14,500 employees with MRTS activities spread over Delhi NCR, Jaipur, Kochi, Mumbai, etc., carry about 3 million passengers per day in Delhi & NCR. In addition to the above, DMRC is involved in providing consultancy services to a number of cities within India and abroad.

To meet with the requirement of experienced personnel for filling up the posts of GM (Finance), on Deputation basis, in DMRC, applications are invited from experienced, dynamic and motivated persons of Indian nationality who are IRAS officers from Indian Railways / Officers from Central Government or Central Public Sector Undertakings, having relevant work experience and meeting the below mentioned eligibility criteria –

S.No	Post (Post Code)	No. of Vacancy	Pay Scale (IDA)	Educational Qualification*	Maximum Age Limit as on 01/09/2020	Mode of Induction
1	GM (Finance) Post Code: 01/GM/F	02 (Two)	Rs. 1,20,000- 2,80,000	Chartered Accountant / Cost & Management Accountant	55 Years	Deputation

* For officers of Organized Finance services, the prescribed educational qualification will not be a pre-requisite.

1. EXPERIENCE CRITERIA (AS ON 01/09/2020): -

A. Pay Scale experience criteria -

(i) For employees serving in Central Government organization

The Group 'A' Officers working in Level 14, in Finance deptt.

(ii) For employees serving in Central Government organization / CPSU in IDA pay scales

Officer of Central Public Sector Undertakings in GM level (E-8) in the pay scale of Rs. 120000-280000, in Finance deptt.

B. Work experience criteria –

Essential – Experience of handling tender, vetting of estimates, contracts, variations, Taxation matters – Direct / Indirect, Budgeting, Compilation of accounts, Statutory / Internal and CAG Audit, Preparation of MIS, Treasury Management, Contract Management etc.

Desirable - Work experience in Railway construction projects, PPP projects, Projects funded by Multilateral / Bilateral Agencies, Corporate Governance.

Experience in Indian Railways, in its CPSEs / Metro Rail Organizations will be preferred.

2. JOB DESCRIPTION:

The incumbent of the post shall be responsible for all Finance functions and matters, as part thereof, pertaining to Delhi Metro Rail Corporation Ltd.

3. PAY AND EMOLUMENTS:

The selected candidate, on deputation, will continue to draw parent department pay plus deputation allowance, as applicable under the Govt. of India rules.

4. SCHEDULE OF SELECTION:

- i. Last date of receipt of **duly filled in application** (along with relevant documents), **necessarily forwarded by the current organization, OR, along with No Objection certificate**, through Speed post OR Email is **24/09/2020**. Incomplete applications or applications not duly forwarded by current organization / without NOC, or, applications received after the due date, will be summarily rejected. DMRC shall not be responsible for loss / delay in post.
- ii. **The list of shortlisted candidates shall be uploaded on DMRC website in the second week of October, 2020 (tentatively) and interview will be held in the fourth week of October, 2020, at Metro Bhawan, Barakhamba Road, New Delhi OR through online mode (tentatively)** (Complete details will be displayed on DMRC website).
- iii. No separate communication, by post, will be sent to the candidates individually. Candidates are required to go through the instructions / schedule for interview displayed on DMRC website and appear for the interview, accordingly, along with original copies of testimonials.
- iv. **The final result will be declared by the last week of October, 2020. (Tentatively).**

Eligible and willing candidates for the aforesaid post may apply as per the application format at Annexure-I. The candidate must enclose all relevant proof / documents in support of qualification, experience, pay and pay scale.

The candidates presently employed in Central Govt. or Central Public-Sector Undertaking (CPSUs) should send their application through proper channel along with the copies of APARs for the last five years, lasts Vigilance and D&AR clearance, so as to reach the under mentioned address by the stipulated date. The applications received after the due date (through Speed Post and email) will be summarily rejected.

The duly filled in application form should be sent in an envelope super scribing the **Name of Post & Advt. No.** on the cover prominently, **latest by 24.09.2020**, through Speed Post to the following address OR email the scanned copy of duly filled in Application Form along with scanned copies of all other sought supporting documents (as stated in the Application Form) to dmrc.project.rectt@gmail.com (mention the name of post and Advt. No. in the subject of email) :

**Executive Director (HR)
Delhi Metro Rail Corporation Ltd
Metro Bhawan, Fire Brigade Lane,
Barakhamba Road, New Delhi.**



दिल्ली मेट्रो रेल कॉर्पोरेशन लि० DELHI METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

ADVT. No. DMRC/PERS/22/HR/2020(64)

ANNEXURE I

AFFIX A
RECENT
PASSPORT
SIZE SELF
ATTESTED
PHOTOGRAPH

DMRC APPLICATION FORMAT

(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT IN HIS/HER OWN HANDWRITING)

S.No	DETAILS	PARTICULARS				
1 A	POST NAME	GM (Finance)				
B	POST CODE	01/GM/F				
2	APPLICANT's NAME (Sh./Smt./Ms.)					
3	FATHER's / HUSBAND's NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/09/2020	YEARS	MONTHS	DAYS		
6	CORRESPONDENCE ADDRESS					
		STATE:		PINCODE:		
7	CONTACT NUMBER WITH STD CODE					
8	MOBILE NUMBER					
9	EMAIL ID					
10	CATEGORY (SC/ST/OBC/GENERAL)					
11	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars (Name of degree)	Subject	Institute / University	% or CGPA	Passing Year
A	GRADUATION					
B	PROFESSIONAL					
C	POST GRADUATION / OTHERS					
12	WORK EXPERIENCE (AS ON 01/09/2020) (FILL ONLY THE APPLICABLE COLUMN)					
I	TOTAL WORK EXPERIENCE	YEARS	MONTHS	DAYS		
A	DATE OF LAST PASSED REGULAR EXAMINATION (DD/MM/YYYY)					

B	DATE OF JOINING FIRST REGULAR JOB (DD/MM/YYYY)				
IF YES, DETAILS OF EXPERIENCE					
II	FOR APPLICANT in CDA / IDA SCALE (Complete details of service / position held since joining) (separate sheet may be attached, if necessary)				
	Post Held	Organization Name	Pay Scale (IDA / CDA)	Period (From – To) dd/mm/yy – dd/mm/yy	Job Profile
A					
B					
C					
D					
III	WORKING IN CDA / IDA PAY SCALE, AS MENTIONED AT POINT No. 1 A (i) / (ii) of Advt. (whichever is applicable)			YES / NO	
IV	WORKING IN FINANCE DEPARTMENT			YES / NO	
V	HAVING THE ESSENTIAL WORK EXPERIENCE AS MENTIONED AT POINT No. 1 B of the Advt.			YES / NO	
VI	BREIF DESCRIPTION OF THE WORK EXPERIENCE				
13	WHETHER ANY PUNISHMENT / PENALTY WAS AWARDED TO APPLICANT IN LAST 10 YEARS			YES / NO	
	IF YES, DETAILS OF CASE				
14	WHETHER ANY ACTION OR ENQUIRY IS GOING ON AGAINST APPLICANT			YES / NO	
	IF YES, DETAILS OF ENQUIRY				
15	NOC, Vigilance and D&AR clearance FROM CURRENT EMPLOYER ENCLOSED			YES / NO	
16	COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED			YES / NO	
17	WHETHER APPEARED FOR INTERVIEW IN DMRC IN PAST (IF YES, DETAILS OF THE INTERVIEW)				

18	ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/CERTIFICATE etc.)
19	HOBBIES/INTERESTS

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled, if any information is found to be incorrect or false at any point in time.

Date: _____

Place: _____

Signature of Candidate

Name: _____

Mobile No.: _____

Email ID: _____

Documents to be enclosed (whichever applicable)

1. Educational Certificates (Graduation, Professional, Post-Graduation & Others)
2. Work Experience Certificate
3. NOC from Employer along with latest D&AR & Vigilance clearance
4. APARs of Last 5 years
5. Documents in support of functional grade, on regular basis (for candidates working in CDA pay scale).