



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



The Lifeline of Delhi.

ADVT No. DMRC/PERS/22/HR/2020 (52) Dated: 11/03/2020

REQUIREMENT OF MANAGER (ARCHITECT),
FOR DMRC PROJECT AT PATNA & NEW MUMBAI, ON CONTRACT BASIS.

The Delhi Metro Rail Corporation (DMRC) Ltd, a Joint Venture company with equity participation from Govt. of India and 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 number of cities within India and abroad.

To meet with the immediate requirement of experienced personnel for Architect Department of DMRC, applications are invited from experienced, dynamic and motivated candidates of Indian nationality, having relevant work experience in Architect deptt., for the following post at DMRC Project at Patna and New Mumbai, on Contract basis:

S.No	Post (Post Code)	No. of Vacancy	Essential Educational Qualification*	Contract Pay scale (IDA)	Maximum Age Limit on 01/03/20
1	Manager (Architect) Post Code: 01/MGR/Arch.	01	<ul style="list-style-type: none"> Bachelor in Architecture from a Govt. recognized University with minimum 60%. Registration with Council of Architecture. 	Rs. 60000-180000	45 years

* The degree must be full time regular course.

II. PAY SCALE / POST QUALIFICATION WORK EXPERIENCE DURATION CRITERIA: -
(AS ON 01/03/2020)

For employees serving in Government organization / PSU in CDA pay scales

Officer of Government Organization / PSUs in CDA pay scale of Rs. 15600-39100 (Grade pay Rs. 6600) with a total of 5 years' service at Gazetted / Executive level in any Govt. Organization or PSU.

Or

Officer of Government Organization / PSUs in CDA pay scale of Rs. 15600-39100 (Grade Pay Rs. 5400) with minimum 5 years Gazetted / Executive level service in the pay scale Rs. 15600-39100 (GP-5400) in any Govt. Organization or PSU.

For employees serving in Government organization / PSU in IDA pay scales

Executive of Government Organization / PSUs in IDA pay scale of Rs. 24900-50500 (pre-revised) or Rs. 60000-180000 with a total of 5 years' service at Gazetted level in any Govt. organization / PSU.

Or

Executive of Government Organization / PSUs in IDA pay scale of Rs. 20600-46500 (pre-revised) or Rs. 50000-160000 with a total of 5 years Gazetted / Executive service in pay scale of Rs. 20600-46500 (pre-revised) or Rs. 50000-160000 in any Govt. Organization / PSU.

For employees serving in Private sector

Executives working in Private sector with Post qualification experience (After completion of last qualification through full time course) of 6 years with proven track record are eligible for the above post, out of which 03 years' experience should be in a Company having turnover of more than 50 crores.

III. WORK EXPERIENCE CRITERIA: - (AS ON 01/03/2020)

Out of the total post qualification work experience, minimum 03 years work experience of working on Metro projects in the capacity of Architect.

IV. JOB DESCRIPTION:

The incumbent shall be responsible for all Architecture related works pertaining to DMRC Project at Patna Metro & New Mumbai and its allied projects.

V. SELECTION PROCESS

The selection methodology shall comprise of the following process –

- a. Interview and / or Group Discussion
- b. Medical Examination

(The Medical Examination will be in Executive / Technical category. The details of Medical Examination are available on DMRC website).

Candidates shall be called for GD/Interview in the ratio of 1:5, subject to availability of suitable candidates.

The selection process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidates will have to pass through the Screening Process and **Medical examination**, before being adjudged as suitable for selection. Candidates, who fail in the prescribed medical test, **will not** be given any alternative employment and decision of the Corporation shall be final on this issue. **All related information shall be available only on Website: <http://www.delhimetrorail.com> and candidates must regularly check the website for updates.**

VI. CHARACTER & ANTECEDENTS:

The success in the screening process does not confer any right to appointment unless the Corporation is satisfied after such an inquiry, as may be considered necessary, that the candidate having regard to his/her character and antecedents is suitable in all respects for appointment to the service.

VII. SURETY BOND:

The candidate selected for the post will have to execute a surety bond of **Rs. 3,00,000/- along with the cost of training and applicable service tax to serve the Corporation for a minimum period of three years (exclusive of the period in which one remained on LWP or EOL) and also a three months prior notice**, will be required before seeking resignation from the Corporation.

VIII. PAY AND EMOLUMENTS:

The pay & emoluments for the above posts shall be as per their respective pay scales under the IDA (Industrial DA), as applicable, from time to time and other benefits which include Perks, HRA / Lease, Medical benefit, EPF, Gratuity, and Insurance etc. as per extant rules of the Corporation.

IX. Schedule of selection:

- a) **Last date of receipt** of duly filled in application format as at Annexure I (along with relevant documents in support of qualification, work experience, pay & pay scale through Speed post is **01/04/2020**. Incomplete applications or applications received after the due date will be summarily rejected. DMRC shall not be responsible for loss / delay in post.
- b) **The list of shortlisted candidates shall be uploaded on DMRC website in the second week of April, 2020 (tentatively) and interviews will be held in the fourth week of April, 2020 at Metro Bhawan, Barakhamba Road, New Delhi (tentatively) (Complete details will be displayed on DMRC website).**
- c) No separate communication, by post, will be sent to 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.
- d) **The final result will be declared by last week of April, 2020 (Tentatively).**

The candidates presently employed in Govt. or Public Sector undertakings (PSUs) should forward their application through proper channel along with the APARs for the last five years, Vigilance and D&AR clearance, so as to reach the below mentioned address by stipulated date.

The candidates are advised to check the website regularly and all further information regarding the screening process shall be published on the Career section of DMRC website. The candidates shortlisted for Screening Process will be eligible for re-imbusement of train fare by AC-III tier.

The duly filled in application form should be sent in an envelope super scribing the **Name of Post** on the cover prominently, **latest by 01/04/2020**, through Speed Post to the following address:

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



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

ADVT. No. DMRC/PERS/HR/22/HR/2020 (52)

ANNEXURE I

DMRC APPLICATION FORMAT

AFFIX A RECENT
PASSPORT SIZE
SELF ATTESTED
PHOTOGRAPH

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

S.No.	DETAILS	PARTICULARS				
1 A	POST NAME					
B	POST CODE					
2	APPLICANT NAME (Sh./Smt./Ms.)					
3	FATHER's / HUSBAND's NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/03/2020 (max. 45 years)	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	Specialization	Institute / University	% or CGPA	Passing Year
A	GRADUATION	B. Arch				
B	POST GRADUATION					
C	OTHER					
12	WORK EXPERIENCE (AS ON 01/03/2020) (FILL ONLY THE APPLICABLE COLUMN)					
I	TOTAL EXECUTIVE EXPERIENCE	YEARS	MONTHS	DAYS		
A	DATE OF LAST PASSED REGULAR EXAMINATION (DD/MM/YY)					
B	DATE OF JOINING FIRST REGULAR JOB (DD/MM/YY)					

DETAILS OF EXPERIENCE				
II	FOR GOVT. SECTOR / PSU APPLICANT in <u>CDA</u> SCALE (Complete details of executive service / position held since joining) (separate sheet may be attached)			
	Executive Post Held	Organization Name	Pay Scale (CDA)	Period (From – To) dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
III	FOR GOVT. SECTOR / PSU APPLICANT in <u>IDA</u> SCALE (Complete details of executive service / position held since joining) (separate sheet may be attached)			
	Executive Post Held	Organization Name	Pay Scale (IDA)	Period (From – To) dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
IV	FOR PRIVATE SECTOR APPLICANT (separate sheet may be attached)			
	Executive Post Held	Organization Name	Gross Salary/CTC pm	Period (From – To) dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
V	ESSENTIAL WORK EXPERIENCE			
	EXPERIENCE OF WORKING IN METRO PROJECTS AS ARCHITECT (MINIMUM 03 years) ALONG WITH TOTAL REQUISITE POST QUALIFICATION WORK EXPERIENCE.		YES / NO	
VI	BREIF DESCRIPTION OF WORK EXPERIENCE			
13	WHETHER ANY PUNISHMENT WAS AWARDED TO APPLICANT IN LAST 10 YEARS		YES / NO	
	IF YES, DETAILS OF CASE			
14	WHETHER ANY ACTION OR INQUIRY IS GOING ON AGAINST APPLICANT		YES / NO	
	IF YES, DETAILS OF INQUIRY			

15	NOC, D&AR, VIGILANCE CLEARANCE FROM CURRENT EMPLOYER ENCLOSED (IN CASE OF GOVT. or PSU APPLICANT)	YES / NO
16	ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED (IN CASE OF GOVT. or PSU APPLICANT)	YES / NO
17	REGISTRATION WITH COUNCIL OF ARCHITECTURE ENCLOSED	YES / NO

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 (Degree & Marks card) (Graduation, Post-Graduation & Others)
2. Work Experience Certificate
3. NOC, Vigilance clearance and D&AR status from Employer (In Case of Govt. or PSU Applicant)
4. APAR Last 5 years (In Case of Govt. or PSU Applicant)
5. Registration with Council of Architecture certificate