



DELHI METRO RAIL CORPORATION LTD

(A Joint Venture of the Govt. of India and the Govt. of the NCT of Delhi)



The Life Line of Delhi.

ADVT No. DMRC/PERS/22/HR/2021 (86), Dated: 06/04/2021

Delhi Metro Rail Corporation (DMRC), a Government owned company, has been set up for implementation and operation of the rail-based Mass Rapid Transit System in Delhi. The company intends to appoint the following official:

Name of the Post: **DIRECTOR (FINANCE)**

Date of Vacancy: **01.04.2021**

Scale of the Post: **Rs.180000 - 340000 (IDA) and other allowances/perks/privilege.**

Duration of Appointment: The appointment will be on a contract basis presently, for a period of 5 years, or, the date of superannuation, whichever is earlier

1. Job Description and Responsibilities

The incumbent shall be a member of the Board of Directors of DMRC and will report to, the Managing Director of the Company.

He/she shall be responsible for all Finance related work in DMRC. He/she will be the overall in-charge of the finance, accounts, audit functions and fund management of the organization and shall be responsible for evolving and formulating policies, relating to finance and accounts, as well as, implementation thereof.

2. Eligibility (to be reckoned as on 01.04.2021)

(I) Age: As on 1stApril, 2021

Age of superannuation - 62 years		
Candidate	Age Limit on DOV	
	Minimum (Years)	Maximum (Years) - w.r.t. the date of superannuation for the post of Director in DMRC, i.e., 62 years
Internal	45	2 years of residual service as on 01.04.2021, w.r.t. the date of superannuation.
Others	45	3 years of residual service as on 01.04.2021, w.r.t. the date of superannuation.

(II) Qualification

The applicant should have the qualification of CA / CMA / MBA (Finance) or equivalent*

*MBA / Equivalent must be a full time 2-year course, from a University / Institute recognized by the UGC / Accreditation body.

OR

The incumbent should be a graduate with first class in any discipline, with a proven track record in an organized Group 'A' Accounts Service of the Government of India, viz, IA&AS, IRAS, IDAS, etc.

(III) Experience: -

Essential: -

Experience of resource mobilization, project financing, budget, financial control, cash flow management, dealings with international funding agencies, international contract management, including global tenders, project evaluation, taxation and monitoring of receivables in projects of repute.

(IV) Eligible Pay Scale (to be reckoned as on 01/04/2021)

- a. Public Sector Executives in the pay scale of Rs. 120000 – 280000 (Revised), or, Rs. 51300-73000 (Pre-revised IDA), or, higher.

OR

Officers working in Level 14 of the 7th CPC or Senior Administrative Grade (SAG) (with Grade Pay of Rs.10000 in Pay Band 4 of CDA Grade of Rs. 37400-67000 (Pre-revised), or, higher.

- b. The minimum length of service required in the eligible scale shall be two years as on 01.04.2021.

(V) Submission of Application:

Applicants should send their application, as per the enclosed Format (Annexure I).

- (a) Application in the enclosed format (Annexure-I) giving details about qualification, experience and career achievements (in a separate sheet), should reach at the under mentioned address/designated Email ID, positively by **03/05/2021 (Monday) in hard copy/soft copy. The application can also be sent in soft copy at the designated Email ID: delhimetro.directorselection@gmail.com .**

- (b) Candidates presently employed in Government or Public Sector Undertakings (PSUs), should forward their applications through proper channel along with their ACRs/APARs of the last five years, so as to reach the under mentioned address, by the stipulated date.
- (c) The Disciplinary and Vigilance Clearance of the Candidates certified by the Present Employer should also be enclosed.

The last date of receipt of complete application in hard copy in DMRC shall be 03/05/2021. In case of soft copies, the applications received on the designated email id (delhimetro.directorselection@gmail.com) till 03/05/2021 (11.59 PM) shall be considered. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications, applications not in format, applications received after the stipulated date, shall be REJECTED. DMRC reserves the right to shortlist the applicants for interview. The decision of the selection committee shall be final.

The candidates shortlisted for the interview will be advised through DMRC's website and shall be eligible for reimbursement of to and fro, economy class air fare, or, AC 2 tier railway fare.

Applications should be addressed to the:

**Executive Director (HR).
Delhi Metro Rail Corporation Ltd.,
Metro Bhawan, Fire Brigade Lane,
Barakhamba Road,
New Delhi - 110001.**



ANNEXURE-I

DELHI METRO RAIL CORPORATION LTD.

APPLICATION FOR THE POST OF DIRECTOR (FINANCE)

(THROUGH PROPER CHANNEL)

Kindly affix a recent passport size photograph & cross sign

1. Name of the post applied for: _____
2. (a) Name: _____
(b) Identification Number (For Defence Service Personnel): _____
(c) Office Address: _____
3. Address for Communication: _____

4. Telephone No. Office: _____ Residence: _____
Fax No.: _____ Mobile No.: _____
E-Mail address: _____
5. Date of Birth (dd/mm/yy): _____ Age as on 01/04/2021: _____
6. Service to which the Officer belongs: _____
7. a. Date of joining Group "A" service: _____
b. Date of joining Executive service: _____
8. Eligibility criteria (as applicable):

S.No.	DETAILS	AS PER THE JOB DESCRIPTION	POSSESSED BY THE CANDIDATE	WHETHER ELIGIBLE OR NOT
1	EDUCATIONAL/ PROFESSIONAL QUALIFICATIONS (ALONG WITH THE NAME OF INSTITUTIONS)	CA / CMA / MBA (Finance) or equivalent* *MBA / equivalent must be a full time 2-year course, from a University / Institute recognized by the UGC / Accreditation body.		

S.No.	DETAILS	AS PER THE JOB DESCRIPTION	POSSESSED BY THE CANDIDATE	WHETHER ELIGIBLE OR NOT
2	ELIGIBLE PAY SCALE	IDA Payscale Rs. 120000 – 280000 (Revised) or Rs. 51300 – 73000 (Pre-revised) or higher		
		CDA Payscale – Level 14 of 7 th CPC or Rs. 37400 – 67000 (Grade Pay – Rs. 10000) (Pre-revised) or higher		
3 a	LENGTH OF SERVICE IN THE ELIGIBLE PAY SCALE AS ON 01.04. 2021	Minimum 2 Years		
3 b	DATE OF GRANT OF ELIGIBLE PAYSACLE	-----		
4	RESIDUAL SERVICE LEFT AS ON 01.04.2021	Internal - 2 Years External – 3 Years (w.r.t. the date of superannuation for the post of Director in DMRC, i.e., 62 years)	Internal -	
			External -	
5	TOTAL LENGTH OF GROUP 'A'/ EXECUTIVE SERVICE			

9. Positions held during Gazetted/Executive service (since the date of initial appointment):

S.No.	Designation and Place of Posting	Organization	From (dd/mm/yy)	To (dd/mm/yy)	Pay Scale	Description of Work
1.						
2.						
3.						
4.						

(Separate sheet may be attached, if necessary)

10. Nature and duration of experience relevant for the advertised post:

S. No	Required Experience	Whether possessed by the Candidate (Yes/No)	Designation and place of Posting /Organization	From / To	Details of Relevant Experience Possessed by the Applicant
Essential					
1	Experience of resource mobilization, project financing, budget, financial control, cash flow management, dealings with international funding agencies, international contract management, including global tenders, project evaluation, taxation and monitoring of receivables in projects of repute.				

(Separate sheet may be attached, if necessary)

11. Is the candidate holding the present post on lien/deputation basis: - YES / NO

a. If yes, the name of the Organization in which the Lien is held: _____

b. Date from which the Lien is held : _____

c. Date from which the Applicant is on Deputation : _____

12. a. Whether any punishment has been awarded to the applicant during the last 10 years: - YES / NO

If yes, the details thereof : _____

b. Whether any action or inquiry is underway against the applicant to the best of his/her knowledge: - YES / NO

If yes, the details thereof : _____

DECLARATION

I, Son/Daughter of
hereby certify that I have not been disqualified to act as a Director under the provisions of the Companies Act, 2013. I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude, or, economic offence.

I certify that the details furnished by me in Cols. 1 to 12 are true and I am an eligible candidate for consideration.

I further submit my willingness to join the post, if selected. In case, if I give my unwillingness after the interview is held, but before the appointment is processed, or, after issue of the offer of appointment, I may be debarred for a period of two years, for being considered for a Board level post, in DMRC.

Date:

Place:

(Name and Signature of the applicant)

(To be filled by the PSU / Ministry / Department / Company concerned)

It is certified that the particulars furnished above have been scrutinized and found to be correct, as per the official records.

**Signature & Designation of
the Competent Forwarding
Authority with Telephone no. & Office Seal.**