



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



The Life line of Delhi.

ADVT No. DMRC/PERS/22/HR/2018 (128) Dated: 13/06/2018

REQUIREMENT OF DEPUTY HEAD OF DEPARTMENT (CIVIL/TRACK) IN DMRC ON DIRECT RECRUITMENT/ REEMPLOYMENT 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 11500 employees with MRTS activities spread over Delhi NCR, Jaipur, Kochi, Mumbai, Lucknow etc. carry about 2.8 million passengers per day in Delhi & NCR. In addition to the above, DMRC has also been entrusted with the work of preparation of DPR for the High Speed Rail Link Project of Indian Railways at Trivandrum and the Monorail Project at Trivandrum and Kozhikode and consultancy work for different cities in India.

To meet with the immediate requirement of experienced personnel for Track Department of DMRC, applications are invited from experienced, dynamic and motivated Engineers of Indian nationality, having relevant work experience, for the post of Dy. Head of Department (Civil/Track) on Direct Recruitment / Reemployment basis.

S. No	Post	No. of Posts**	Payscale (IDA)	Mode of Induction	Maximum Age Limit on 01/01/18
1	Dy. General Manager (Civil/Track) <u>Post Code – DGM / C/T</u>	02	Rs.29100 - 54500	Direct Recruitment basis	55 years
			Rs. 69000/-* (consolidated)	Re- employment basis	58-62 years

** - The no. of posts can increase/ decrease.

* - The emoluments will be as per the extant rules of DMRC.

2. EXPERIENCE CRITERIA: - (AS ON LAST DATE OF RECEIPT OF APPLICATION)

(a) On Direct Recruitment Basis

For employees serving in Government organisation / PSU or Private sector should have relevant Track experience at supervisory level and above of minimum 9 years.

(b) On Reemployment Basis

Officer / Executive of Government Organisation/PSUs who have superannuated / are going to superannuate from CDA/ IDA pay scale having relevant Track experience at supervisory level and above of minimum 9 years.

3. WORK EXPERIENCE CRITERIA: - (AS ON LAST DATE OF RECEIPT OF APPLICATION)

- 1) The candidate should have working experience of construction / maintenance of Rail / Metro track work at supervisory level and above.
- 2) Knowledge of standard specifications (Indian & EN) for procurement, Inspection & testing of Rail Turnouts, Fastenings, Ballast & Sleepers.
- 3) Minimum 04 years for procurement, inspection & testing of track materials like Rail Turnouts, Fastenings, Ballast & Sleepers etc. for any Rail/Metro will be desirable.

NOTE: DMRC reserves the right to suitably modify the eligibility criterion, if considered necessary.

4. JOB DESCRIPTION:

The incumbent of the post shall be responsible for managing all track related works related to Metro Project carried out by DMRC and its allied projects.

5. SELECTION PROCESS

The selection methodology may comprise a three-stage process –

- (i) Interview
- (ii) Group Discussion
- (iii) Medical Examination (only for Direct Recruitment)
(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 is final on this issue. **All related information shall be available only on Website: <http://www.delhimetrorail.com> and candidates must remain in constant touch with it.**

6. CHARACTER & ANTECEDENTS:

The success in the examination 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.

7. SURETY BOND (FOR DIRECT RECRUITMENT ONLY):

The candidates selected for post of Deputy General Manager will have to execute a surety bond of Rs. 4,00,000/- & Cost of training along with 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.

8. PROBATION (FOR DIRECT RECRUITMENT ONLY):

The selected candidates on appointment will be placed on Probation for a period of **one year** (including period of training).

9. PAY AND EMOLUMENTS:

The pay & emoluments for the post of DGM – Civil/Track shall be as per 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.

10. SELECTION DETAILS:

1. Last date of receipt of filled in application through Speed post is **05/07/2018**.
2. Names of pre qualified candidates in the ratio of 1:5 will be displayed on our website tentatively after 17/07/2018 by 6 pm along with other details like venue, time etc.
3. **The interview will be held tentatively in Last week of July' 18 (Complete details will be displayed on our website). The selection process will consist of Interview and Group Discussions.**
4. No separate communications by post will be sent to candidates individually. Candidates are required to go through the instructions for interview displayed on our website and appear for the interview accordingly along with original copies of testimonials.
5. **The final results will be declared tentatively in First week of August' 18.**

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

The candidates presently employed in Govt. or Public sector undertaking (PSUs) should forward their application through proper channel along with the APARs for the last five years, so as to reach the under mentioned address by the stipulated date.

The candidates shortlisted for Screening Process will be advised through our website only and will be eligible for re-imburement of train fare by ACIII tier. (Only for Direct Recruitment)

Application Format: Please see Annexure (I).

The duly filled in application form should be sent in an envelope super scribing on the cover prominently - **Name of Post latest by 05/07/2018, by speed post at the following address.**

THE ENVELOPE SHOULD BE PROPERLY SEALED AND SUPERSCRIBED WITH

<p style="text-align: center;">ADVERTISEMENT No. DMRC/PERS/22/2018 (____)</p> <p>Name of the Post _____, Post Code _____</p> <p style="text-align: center;">To, Chief General Manager (HR) VIth Floor, Metro Bhawan Fire Brigade Lane Barakhamba Road New Delhi-110001</p>



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ADVT. No. DMRC/PERS/HR/22/HR/2018 (128)

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					
C	RECRUITMENT TYPE (DIRECT RECRUITMENT / REEMPLOYMENT)					
2	APPLICANT NAME (Sh./Smt./Ms.)					
3	FATHER / HUSBAND NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/01/2018	YEARS	MONTHS	DAYS		
6	CORROSPONDENCE 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	POST GRADUATION					
C	OTHER					
12	WORK EXPERIENCE (AS ON LAST DATE OF APPLICATION) (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)					

IF YES, DETAILS OF EXPERIENCE				
II	FOR GOVT. SECTOR/PSU APPLICANT in <u>CDA</u> SCALE (Complete details of service / position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name	Pay Scale (CDA)	Period (To – From) Dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
E				
III	FOR GOVT. SECTOR/PSU APPLICANT in <u>IDA</u> SCALE (Complete details of service / position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name	Pay Scale (IDA)	Period (To – From) Dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
E				
IV	FOR PRIVATE SECTOR APPLICANT (Complete details of service / position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name	CTC (PA)	Period (To – From) Dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
E				
V	WORK EXPERIENCE			
	1) THE CANDIDATE SHOULD HAVE WORKING EXPERIENCE OF CONSTRUCTION / MAINTENANCE OF RAIL / METRO TRACK WORK AT SUPERVISORY LEVEL & ABOVE. 2) KNOWLEDGE OF STANDARD SPECIFICATIONS (INDIAN & EN) FOR PROCUREMENT, INSPECTION & TESTING OF RAIL TURNOUTS, FASTENINGS, BALLAST & SLEEPERS. 3) MINIMUM 04 YEARS FOR PROCUREMENT, INSPECTION & TESTING OF TRACK MATERIALS LIKE RAIL TURNOUTS, FASTENINGS, BALLAST & SLEEPERS ETC. FOR ANY RAIL/METRO WILL BE DESIRABLE.			YES / NO

VI	BRIEF DESCRIPTION OF THE 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 FROM CURRENT EMPLOYER ENCLOSED	YES / NO
16	ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED (IN CASE OF GOVT. OR PSU APPLICANT)	

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, Post Graduation & Others)
2. Work Experience Certificate
3. NOC from Employer (In Case Of Govt. Or PSU Applicant)
4. APAR Last 5 years (In Case Of Govt. Or PSU Applicant)
5. Others (in case)