



DELHI METRO RAIL CORPORATION LTD.

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



The Lifeline of Delhi

ADVT No. DMRC/PERS/22/HR/2024 (168) Dated: 05/09/2024
REQUIREMENT OF MANAGER IN LAST MILE CONNECTIVITY WING, IN DMRC,
ON POST RETIREMENT CONTRACTUAL ENGAGEMENT (PRCE) BASIS

The Delhi Metro Rail Corporation (DMRC) Ltd., a Joint Venture company with equal equity participation from the Govt. of India and the Govt. of the 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, the Lifeline of Delhi, prides itself on its ability to nurture its employees through its unique work culture. DMRC is empowered by about 14,000 employees, with MRTS activities spread over Delhi/NCR, and other cities in India and abroad. The average passenger journey per day in Delhi/NCR is about 61 Lakhs. 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 immediate requirement of DMRC and allied projects, applications are invited from experienced candidates from the Govt. organization/ CPSUs, having vast experience in the field of Public Transport services and working in/retired from Group-A level, for filling up the following post, on **Post Retirement Contractual Engagement (PRCE) basis**:

S.N.	Post (Post Code)	No. of Post*	Educational Qualification	Consolidated Fee (In case of PRCE basis) **	Age Limit (as on 01.09.24)
1	Manager/ (LMC) Post Code: "01/M/LMC"	01 (One)*	Graduation from a Govt. recognized University/Institute	Rs. 87,800/- p.m.	Min. 55 years and Max.- 62 years

* Vacancy is provisional and subject to increase/decrease.

** Candidates selected on Post retirement Contractual Engagement Basis shall be paid consolidated fee, as indicated above in the table. The remuneration shall be based on their last substantive grade, subject to a maximum amount, as indicated in the advertisement.

2. ELIGIBILITY CRITERIA (AS ON 01/09/2024)

The candidates should have more than 25 years of post-qualification experience in Govt. organization/CPSUs with 05 (five) years' experience in transport services. Preference will be given to the applicant having experience of working with Transport department, GNCTD. The candidate should also be conversant with functioning in a computerized environment. Hands on knowledge of various Computer applications, related to the job, would be desirable. He/ she should be free from D&AR and Vigilance angle.

2.1 Pay Scale Criteria

Officers working in/retired from the CDA Pay Scale in Level-11 (Rs. 67,700 – 2, 08,700) as per the 7th CPC in the pay matrix (Pre- revised, G.P.-Rs. 6600) or, the IDA pay scale of Rs. 60,000-1, 80,000/-, on regular basis, in any Govt. Organization/ CPSUs, including services put in on deputation, in the above pay scale, with a total of 04 years' service at Gazetted/ Executive level in any Govt. organization/ CPSUs.

3. JOB LOCATION/ PLACE OF POSTING

The incumbent for the post shall initially be posted at Delhi/NCR. However, the selected candidates shall be liable to be posted/ transferred to any of the offices/ Project sites under the control of the corporation in India, or, abroad.

4. JOB DESCRIPTION

The incumbent of the post shall be responsible for managing day to day works of Last Mile Connectivity (LMC) wing and work related to day-to-day co-ordinations with department of transport, GNCTD pertaining to the Delhi Metro Rail Corporation Ltd.

5. PAY AND EMOLUMENTS

The selected candidate on PRCE basis shall be eligible for consolidated fee of Rs. 87,800/- per month.

The emoluments are in terms of extant rule of DMRC. The remuneration shall be based on their last substantive grade, subject to a maximum amount as indicated in the advertisement. Candidates must be working in/ retired from the functional grade, on regular basis and MACP will not be considered.

6. SCREENING PROCESS

The selection methodology shall comprise of **Personal Interview**.

For the purpose of grant of medical benefits, as applicable, the engagee shall have to undergo a **Medical Fitness Examination**. (The Medical Examination shall be **Executive/Technical** category. The details of Medical Examination are available on the DMRC website).

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

7. SCHEDULE OF SELECTION

- i. The Last date of receipt of duly filled in application (along with the relevant documents) through Speed Post OR email is 26/09/2024. Incomplete applications or applications received after the due date shall be summarily rejected. DMRC shall not be responsible for loss / delay in post.
- ii. The list of shortlisted candidates shall be uploaded on the DMRC website in the **First week of October, 2024** (tentatively) and interview shall be held in the **Second week of October, 2024** through offline/Online mode (tentatively) (Complete details shall be displayed on the DMRC website).
- iii. No separate communication, by post, shall be sent to the candidates individually. Candidates are advised to go through the instructions /schedule for interview displayed on the DMRC website and appear for the interview accordingly, along with the original copies of testimonials.
- iv. **The final result shall be declared by the Third week of October, 2024 (Tentatively).**

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

The candidates presently employed in the Govt. organization, or, the Central Public-sector Undertakings (CPSUs), should send their application through proper channel along with the Copies of APARs of the last five years, Vigilance and D&AR clearance at the attached pro-forma in **Annexure-II**, so as to reach the under mentioned address/ e-mail id, by the stipulated date. The applications received after the due date shall be summarily rejected

The duly filled in application forms should be sent in an envelope super scribing the Name of Post on the cover prominently, latest by 26/09/2024, through Speed Post to the following address OR email the scanned copy of duly filled in Application Form along with the scanned copies of all other documents sought (as stated in the Application Form) to: career@dmrc.org, by indicating the advt. No., in the subject of e-mail:

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



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ADVT. No. DMRC/PERS/22/HR/2024 (168)

ANNEXURE I

DMRC APPLICATION FORMAT

**AFFIX A
RECENT
PASSPORT
SIZE SELF
ATTESTED
PHOTOGRAPH**

(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT)

S. No	DETAILS	PARTICULARS				
1A	POST NAME	MANAGER/ (LMC)				
B	POST CODE	01/M/LMC				
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 01/09/2024	YEARS	MONTHS	DAYS		
6	CORRESPONDENCE ADDRESS					
		STATE:		PINCODE:		
7	CONTACT NUMBER WITH STD CODE					
8	MOBILE NUMBER					
9	E-MAIL ID					
10	CATEGORY (SC/ST/OBC/GENERAL)					
11	DATE OF SUPERANNUATION (If applicable)					
12	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars (Name of degree)	Subject	Institute /University	% or CGPA	Passing Year
A	GRADUATION					
B	POST GRADUATION					
C	OTHERS					

13	WORK EXPERIENCE (AS on 01/09/2024) (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 <u>CDA/IDA</u> PAY SCALE (complete details of service/position held since joining) (separate sheet may be attached, if necessary) (Tick the applicable PayScale type–CDA/ IDA and mention the full Pay Scale below)			
	Post Held	Organization Name	Pay Scale (IDA/CDA)	Period (from–to) dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
III	HAVING MORE THAN 25 YEARS OF POST QUALIFICATION EXPERIENCE IN GOVT. ORGANIZATION/ CPSUs WITH 05 (FIVE) YEARS' EXPERIENCE IN TRANSPORT SERVICES			YES/ NO
IV	WORKING IN CDA/ IDA PAY SCALE, AS MENTIONED IN THE ELIGIBILITY CRITERIA, IN PARA 2.1 OF THE ADVT.			YES/ NO
V	HAVING 04 (FOUR) YEARS SERVICE AT GAZETTED/ EXECUTIVE LEVEL IN GOVT/ CPSUs			YES/ NO
VI	HAVING EXPERIENCE OF WORKING WITH TRANSPORT DEPARTMENT, GNCTD			YES/ NO
VII	WORKING IN/ RETIRED FROM GROUP-A LEVEL SERVICE in GOVT./CPSUs			YES/ NO
VIII	BREIF DESCRIPTION OF THE WORK EXPERIENCE			
14	WHETHER ANY CONVICTION (by court of Law) /PUNISHMENT/PENALTY (due to disciplinary action by employer) METED OUT/ AWARDED, TO THE APPLICANT IN LAST 10 YEARS			YES/NO
	IF YES, DETAILS OF THE CASE			Enclose Separate sheet
15	WHETHER ANY CASE PENDING IN THECOURT OF LAW, OR, ANY DISCIPLINARY ENQUIRY GOING ON, AGAINST THE APPLICANT			YES/NO
	IF YES, DETAILS THEREOF			Enclose Separate sheet
16	NOC FROM CURRENT EMPLOYER ENCLOSED			YES/NO

17	VIGILANCE AND D&AR STATUS FROM CURRENT EMPLOYER ENCLOSED	YES/NO
18	COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORTS FOR LAST 5 YEARS ENCLOSED	YES/NO
19	WHETHER APPEARED FOR INTERVIEW IN DMRC IN THE PAST (IF YES, DETAILS THEREOF)	
20	ANY OTHER RELEVANT INFORMATION (DISTINCTIONS/ AWARDS/ CERTIFICATES, etc.,)	
21	HOBBIES/ INTERESTS	

I hereby declare that the particulars furnished above are true. I understand that my candidature shall 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 (as applicable)

1. Educational Certificates (Graduation, Post-Graduation and Others)
2. Work Experience Certificate
3. NOC from present Employer along with D&AR and Vigilance clearance in Annexure-II (in case of Govt./ CPSUs employees).
4. APARs of Last 5 years (in case of Govt./CPSU employees)
5. Documents in support of substantive grade, on regular basis (for candidates working in CDA Pay Scales).

**PARTICULARS OF THE OFFICER/EXECUTIVE FOR WHOM VIGILANCE COMMENTS/
CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HoD)

1. Name of the Officer (in full) : _____
2. Father's Name : _____
3. Date of Birth : _____
4. Date of Retirement : _____
5. Date of Entry into Service : _____
6. Service to which the officer belongs Including batch/ year cadre – etc wherever applicable. : _____
7. Positions held (During the ten preceding years) :

S. No	Organization (Name in Full)	Designation & place of posting	Administrative/Nodal Ministry/Deptt. Concerned (in case of officers of CPSUs etc.,)	From	To
1.					
2.					
3.					
4.					
5.					
6.					

Date:

(SIGNATURE)

Name : _____
Designation : _____

VIGILANCE PROFILE OF THE OFFICER/EXECUTIVE FOR WHOM
VIGILANCE COMMENTS/CLEARANCE BEING SOUGHT

(To be furnished and signed by the CVO or HoD)

Name of the Officer: _____

8.	Whether the Officer has been placed on the "Agreed List" or "List of Officers of Doubtful Integrity" (If yes, details to be given)	
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result	
10.	Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty	
11.	Is any disciplinary/ criminal proceedings or charge sheet pending against the officer, as on date	
12.	Is any action contemplated against the officer as on date(If so, details to be furnished)	
13.	Whether any complaint with vigilance angle is pending against the officer (If so, details to be furnished)	

Date:

(SIGNATURE)

Name: _____

Designation: _____