



ADVT No. DMRC/PERS/22/HR/2022 (102) Dated: 05/08/2022

**REQUIREMENT OF EXECUTIVE DIRECTOR (STRATEGIC PLANNING) IN DMRC
ON DIRECT RECRUITMENT/ DEPUTATION 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. Today, DMRC empowered by about 14,500 employees, with MRTS activities spread over Delhi-NCR, Mumbai, Patna, etc., carry about 3 million passengers per day in Delhi and 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 DMRC and its allied projects, applications are invited from experienced, dynamic and motivated candidates of Indian nationality, from the Govt./PSUs, having relevant experience, for filling up the following post, on Direct Recruitment/ Deputation basis:

S. No	Post (Post Code)	No. of Post*	Pay Scale (IDA) (in case of Direct Recruitment)	Remuneration (in case of Deputation)	Educational qualification**	Age Limit (as on 01.08.2022)
1	Executive Director (Strategic Planning) Post Code: 01/ED/SP	01 (One)	Rs. 1,50,000 – 3,00,000/-	Parent deptt. Pay plus deputation and other allowances, as applicable under the rules	Bachelor's degree in Civil/Electrical/Mechanical, or, Electronics and Communications Engineering Masters in Business Administration and, or, Business Laws, shall be Desirable	Max. 57 years for Direct Recruitment basis Max. 58 years for Deputation basis

Important:

* Vacancy is provisional and subject to increase/decrease.

** The degree must be a full-time regular course.

2. Eligibility Criteria (as on 01/08/2022):

Candidates should have 20 (twenty) years of Experience at Executive level in any Govt. Organization, or, PSUs, and have experience of co-ordination work at an apex level in the Govt. of India/PSUs. The candidate should also be conversant with the functioning in a computerized environment. Hands on knowledge of various computer applications, related to the job, would be desirable.

A. For candidates working in Govt. organizations in CDA Pay Scales

Officers working in Level 15 (Rs. 1,82,200–2,24,100) in any Govt. Organization, or, PSU, including services put in on deputation basis, in the above pay scale, with a minimum of 02 years' service in the aforementioned grade (including services put in on non-functional basis).

B. For candidates working in Govt. PSUs / Organizations in IDA Pay Scales

Officers working in the pay scale of Rs. 1,50,000-3,00,000 in any Govt. Organization, or, PSU, including services put in on deputation basis, in the above pay scale, with a minimum of 02 years' service in the aforementioned grade (including services put in on non-functional basis).

3. Job Description:

The incumbent of the post shall be responsible for strategic planning and leading a cross functional strategic planning team, developing new actionable insights in the organization and support the highest-level Management, in making strategic decisions. The incumbent shall report to the MD/DMRC.

4. Age Limit as on 01.08.2022:

- i) The age limit of the candidates for Direct Recruitment shall be a maximum of 57 years. The superannuation age in DMRC is 60 Years.
- ii) The age limit for the candidates, applying on Deputation basis, shall be a maximum of 58 years

5. PAY AND EMOLUMENTS:

i) For candidate selected on Deputation Basis – The selected candidate shall continue to draw parent department pay plus deputation allowance and other allowances as applicable, under the relevant rules.

ii) For candidate selected on Direct Recruitment Basis – The pay and emoluments shall be as per the pay scales under the IDA (Industrial DA), as applicable from time to time and other benefits which include Perks, Lease/HRA, Medical benefits, EPF, Gratuity and Insurance, etc., as per the extant rules of the Corporation.

6. Screening process:

- a. The selection methodology for candidates applying **on Deputation basis** shall comprise of **Personal Interview**.
- b. The screening methodology for candidates applying **on Direct Recruitment basis** shall comprise of **Personal Interview and Medical fitness examination** (the Medical Examination will be in the Executive (Technical category). The details of Medical Examination are available on the DMRC website).
- c. Candidates shall be called for Interview in the ratio of 1:5, subject to availability of eligible candidates.
- d. The selection process would judge the different facets of knowledge, skills, comprehension, aptitude and physical fitness. A candidate would have to qualify the Screening Process and Medical examination, before being adjudged as suitable for the selection. The candidate, who fails in the prescribed medical test, *would 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 updates.

Additional information for candidates applying for the post, on direct recruitment basis (Sr. No. 7,8,9):

7. Character & antecedents:

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

8. Surety Bond:

The candidate selected for the post would have to execute a Surety Bond of Rs. 4,00,000/- plus applicable GST and cost of training, plus applicable GST, to serve the Corporation for a minimum period of three years (exclusive of the period in which one remained on LWP or EOL), or, till the age of superannuation, whichever is earlier. Three months' prior notice shall be required before an incumbent could seek resignation from the Corporation.

9. Probation:

The selected candidate on appointment will be on probation for a period of one year.

10. Schedule of selection:

- I. The last date of receipt of duly filled in application (along with relevant documents) through SpeedPost, OR, email shall be **26/08/2022**. Incomplete applications, or, applications received after the due date shall be summarily rejected. DMRC shall not be responsible for any loss / delay in post.
 - II. **The list of shortlisted candidates shall be uploaded on the DMRC website in the First week of Sep, 2022 (tentatively) and interview will be held in the Second week of September, 2022, at Metro Bhawan, Barakhamba Road, New Delhi, OR, through online mode (tentatively) (Complete details will be displayed on the DMRC website).**
 - III. No separate communication, by post, shall be sent to the candidates individually. Candidates are required to go through the instructions / schedule for interview displayed on the DMRC website and appear for the interview, accordingly.
 - IV. **The final result will be declared by the Third week of September, 2022 (tentatively).**
11. 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 Date of Birth, qualification, work experience, pay and pay scale.
12. The candidates should send their application through proper channel along with Vigilance and D&AR clearance, so as to reach the below mentioned address within the stipulated time. All candidates are required to submit copies of their APARs of the last five years.
13. The duly filled in application form should be sent in an envelope superscribing the **Name of the Post** on the cover prominently, **latest by 26/08/2022**, through Speed Post to the following address, OR, e-mail the scanned copy of the duly filled in Application Form, along with the scanned copies of all other documents sought (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/2022/102

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				
1A	NAME OF THE POST	Executive Director (Strategic Panning)				
B	POST CODE	01/ED/SP				
C	BASIS FOR APPLYING THE POST (Please tick one option)	Direct Recruitment / Deputation				
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 01/08/2022	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 QUALIFICATION					
	Qualification	Particulars	Subjects	Institute / University	%, or, CGPA	Passing Year
A	Graduation					
B	Masters in Business Administration and, or, Business Laws					
C	Others					
12	WORK EXPERIENCE DETAILS (AS ON 01/08/2022) (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)			
II	FOR APPLICANT FROM Central Govt. / Govt. organizations in CDA SCALE (complete details of service / position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name with place of posting	Pay Scale (CDA)	Period (From – To) dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
III	FOR APPLICANT FROM Govt. Organizations/PSUs in IDA SCALE (complete details of service / position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name with place of posting	Pay Scale (IDA)	Period (From – To) dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
IV	WORKING IN CDA / IDA PAY SCALE, AS MENTIONED IN THE ELIGIBILITY CRITERIA, AT POINT No. 2 A / 2 B of the Advt. (whichever is applicable)			YES / NO
V	BRIEF DESCRIPTION OF THE WORK EXPERIENCE (separate sheet may be enclosed)			
13	WHETHER ANY CONVICTION (by court of Law)/ PUNISHMENT/PENALTY (due to disciplinary action by employer) METED OUT/ AWARDED TO THE APPLICANT IN THE LAST 10 YEARS			YES / NO
	IF YES, DETAILS THEREOF			Separate sheet may be enclosed
14	WHETHER ANY CASE IS PENDING IN THE COURT OF LAW, OR, ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST THE APPLICANT			YES / NO
	IF YES, DETAILS THEREOF			Separate sheet may be enclosed
15	NOC FROM CURRENT EMPLOYER ENCLOSED			YES / NO
16	VIGILANCE AND D&AR STATUS FROM CURRENT EMPLOYER ENCLOSED			YES / NO

16	COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORT FOR THE LAST 5 YEARS IS ENCLOSED	YES / NO
17	WHETHER APPEARED FOR INTERVIEW IN DMRC IN PAST (IF YES, DETAILS THEREOF)	
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 / false, at any point in time.

Date: _____

Place: _____

Signature of Candidate

Name: _____

Mobile No.: _____

Email ID: _____

Documents to be enclosed:

1. Educational Certificates (Matriculation / Graduation/Post Graduation and Others)
2. Work Experience Certificate
3. NOC from Present Employer along with Vigilance and D&AR Clearance.
4. APARs of the Last 05 (five) years
5. Documents in support of substantive grade, on regular basis (for candidates working in CDA pay scales).