



**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/2023(116) Dated: 28/02/2023**

**REQUIREMENT OF GENERAL MANAGER / CIVIL, 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 & 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 experienced personnel for filling up **TWO (02)** posts of **General Manager** for DMRC projects, in Civil department, applications are invited from experienced, dynamic and motivated IRSE/ Group-A Officers, working in **Indian Railways/ PSUs/ CPWD**, having relevant experience, to be filled on Direct Recruitment/Deputation basis –

S.No.	Post (Post Code)	No. of Post*	Pay Scale / Remuneration (In Rs.)	Educational Qualification#	Age Limit (as on 01.02.23)
1	General Manager (Civil) <b>Post Code:</b> 01/GM/Civil	02 (Two)*	1,20,000-2,80,000 IDA (In case of Direct Recruitment)  Parent Department pay plus deputation Allowance (In case of deputation)	<b>Bachelor's Degree in Civil Engineering with minimum 60% marks from a recognized university/ Institute</b>	<b>For Deputation basis:</b> Max. up to 55 years  <b>For Direct Recruitment basis:</b> Max. up to 57 years

**Important:**

@ The cut-off date for eligibility criteria shall be reckoned as on 01/02/2023

\*Vacancies are provisional and subject to increase/decrease.

#The educational qualification should be a full-time regular course from Govt. approved University.

**2. ELIGIBILITY CRITERIA (AS ON 01/02/2023):**

The officer should have varied experience of working in Civil/Construction/Maintenance department, in Indian Railways/CPSUs/CPWD and should be conversant with functioning in computerized environment. Hands on knowledge of various computer applications, relating to the job is desirable. Officer should be free from D&AR and Vigilance enquiry.

**A. For candidates working in the Railways/ Govt. Organizations/PSUs in the CDA pay scale:**

Officer working in Level 14 (144200-218200) in the pay matrix as per 7<sup>th</sup> CPC, or, higher; on regular basis, in any Govt. Organization, or, PSUs, including services put in on deputation, in the above pay scale, with a total of 18 (eighteen) years' service at Gazetted/ Executive level. Officers working in Non- functional SAG grade in Level-14, may also apply.

## **B. For candidates working in Govt. Organization/ PSUs in the IDA pay scale:**

Officer working in the IDA pay scale of Rs. 120000– 280000, or, higher, on regular basis, in any Govt. Organization, or, PSUs, including services put in on deputation, in the above pay scale, with a total of 18 (eighteen) years' service at Gazetted / Executive Level. Officers working in Non-Functional grade in the above pay scale may also apply.

### **3. JOB DESCRIPTION:**

The incumbent for the post shall be responsible for managing civil works related to DMRC projects and its operations.

### **4. PAY AND EMOLUMENTS:**

- i) **For candidate selected on Deputation basis**– The selected candidate shall continue to draw parent department pay plus deputation allowance, 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.

### **5. SCREENING PROCESS:**

The selection methodology for candidates applying on Deputation basis shall comprise of Personal Interview.

The screening methodology for candidates applying on Direct Recruitment basis shall comprise of Personal Interview and Medical fitness examination.

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

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

The selection process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidates would have to qualify/pass **the Screening Process** and **the 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 the 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.**

**Additional information for candidates applying for the post, on direct recruitment basis (Sr. No. 6,7,8):**

### **6.CHARACTER & ANTECEDENTS:**

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

### **7.SURETY BOND:**

The candidate selected for the post will have to execute a Surety Bond of Rs. 4,00,000/- to serve the Corporation for a minimum period of three (03) years (exclusive of the period in which one remained on LWP or EOL). Three months prior notice shall be required before seeking resignation from the Corporation.

### **8.PROBATION:**

The selected candidate on appointment shall be on probation for a period of one year (including the period of training and exclusive of the period in which one remained on LWP or EOL).

## **9.SCHEDULE OF SELECTION:**

1. Last date of receipt of duly filled in application (along with relevant documents) through Speed Post OR email shall be **21/03/2023**. Incomplete applications or applications received after the due date shall be summarily rejected. DMRC shall not be responsible for loss/delay in post.
2. The list of shortlisted candidates shall be uploaded on DMRC website in the Fourth week of March, 2023 (tentatively) and interview shall be held in the First week of April, 2023 at Metro Bhawan, Barakhamba Road, New Delhi OR through on-line mode (tentatively) (Complete details shall be displayed on DMRC website).
3. No separate communication, by post, shall be sent to candidates individually. Candidates are required to go through the instructions / schedule for interview displayed on the DMRC website and appear for the interview accordingly.
4. The final result will be declared by Second week of April, 2023 (Tentatively).

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

The candidates presently employed in Govt. sector / Public Sector Undertaking (PSUs) 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.

The duly filled in application form should be sent in an envelope super scribing the **Name of Post** on the cover prominently, **latest by 21/03/2023**, through Speed Post to the following address OR email the scanned copy of duly filled in Application Form along with scanned copies of all other documents sought (as stated in the Application Form) to [dmrc.project.rectt@gmail.com](mailto: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/2023(116)**

AFFIX A  
RECENT  
PASSPORT SIZE  
SELF  
ATTESTED  
PHOTOGRAPH

## ANNEXURE I

### DMRC APPLICATION FORMAT

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

S. No	DETAILS	PARTICULARS				
1A	POST NAME	General Manager (Civil)				
B	POST CODE	01/GM/Civil				
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 01/02/2023	YEARS	MONTHS	DAYS		
6	SERVICE					
7	DEPARTMENT					
8	CORRESPONDENCE ADDRESS					
		STATE:		PINCODE:		
9	CONTACT NUMBER WITH STD CODE					
10	MOBILE NUMBER					
11	EMAIL ID					
12	CATEGORY (SC/ST/OBC/GENERAL)					
13	DATE OF SUPERANNUATION (for application on PRCE basis, if applicable)					
14	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars (Name of degree)	Subject	Institute / University	% or CGPA	Passing Year
A	GRADUATION					
B	POST GRADUATION					
C	OTHERS					

15	<b>WORK EXPERIENCE (AS ON 01/02/2023) (FILL ONLY THE APPLICABLE COLUMN)</b>			
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)			
C	DITS (DATE OF ENTRY IN TIME SCALE)			
D	PRESENT PAY BAND WITH GRADE PAY AND BASIC PAY AS ON DATE OF APPLICATION			
<b>IF YES, DETAILS OF EXPERIENCE</b>				
II	<b>FOR APPLICANT in <u>CDA / IDA</u> SCALE (Complete details of service / position held since joining) (separate sheet may be attached, if necessary) (Tick the applicable pay scale type – CDA/IDA and mention the full pay scale below)</b>			
	<b>Designation/ Post Held during Gazetted/Executive service (since date of initial appointment)</b>	<b>Organization Name/ Place of posting</b>	<b>Pay Scale (DA / CDA) and Grade (i.e., JAG/SG/SAG, etc.)</b>	<b>Period (From – To) dd/mm/yy – dd/mm/yy</b>
A				
B				
C				
D				
III	<b>DETAILS OF DEPUTATION DURING SERVICE</b>			
A	Details of previous deputation/foreign assignment, if any			
B	Whether debarred from deputation? If yes, please furnish details.			
C	Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.			
IV	<b>ESSENTIAL WORK EXPERIENCE</b>			
A	Working in CDA / IDA pay scale, as mentioned in the eligibility criteria, in point no. 2 A/B of the Advt.			<b>YES / NO</b>
B	A total of 18 Years of experience at Gazetted/ Executive level in Civil Engineering department			<b>YES / NO</b>

V	<b>BREIF DESCRIPTION OF THE WORK EXPERIENCE</b>	
16	<b>WHETHER ANY CONVICTION (by court of Law) / PUNISHMENT/PENALTY (due to disciplinary action by employer) WAS AWARDED TO APPLICANT IN LAST 10 YEARS</b>	<b>YES / NO</b>
	IF YES, DETAILS THEREOF	Enclose Separate sheet
17	<b>WHETHER ANY CASE IS PENDING IN THE COURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST APPLICANT</b>	<b>YES / NO</b>
	IF YES, DETAILS OF ENQUIRY	Enclose Separate sheet
18	<b>NOC FROM CURRENT EMPLOYER ENCLOSED</b>	<b>YES / NO</b>
19	<b>VIGILANCE &amp; D&amp;AR STATUS FROM CURRENT EMPLOYER ENCLOSED</b>	<b>YES / NO</b>
20	<b>COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED</b>	<b>YES / NO</b>
21	<b>WHETHER APPEARED FOR INTERVIEW IN DMRC IN PAST (IF YES, DETAILS THEREOF)</b>	
22	<b>ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/CERTIFICATE etc.)</b>	
23	<b>HOBBIES/INTERESTS</b>	

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 along with D&AR & Vigilance clearance (in case of Govt. Organization / PSUs employee).
4. APARs of Last 5 years (in case of Govt. Organizations / PSUs employee)
5. Documents in support of substantive grade, on regular basis (for candidates working in CDA pay scale).