



दिल्ली मेट्रो रेल कॉर्पोरेशन लि०
DELHI METRO RAIL CORPORATION LTD.
(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)



The Lifeline of Delhi

ADVT No. DMRC/PERS/22/HR/2023(125) Dated: 29/05/2023

**REQUIREMENT OF EXECUTIVE DIRECTOR/GENERAL
MANAGER (BUSINESS DEVELOPMENT) 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 immediate requirement of DMRC and its allied projects, applications are invited from experienced, dynamic and motivated persons of the Indian nationality, having relevant experience in the **Indian Railways/Metro organizations/CPWD/CPSUs**, for filling up the following post on Direct Recruitment/Deputation basis, as per details below:

S. No.	Post (Post Code)	No. of Posts ***	Pay Scale (IDA) (In case of Direct Recruitment)	Pay Scale (in case of deputation)	Educational Qualification	Age limit, as on 01/05/2023
1	Executive Director/ General Manager (Business Development) Post Code: 01/GM/ED(BD)	01	₹ 1,50,000-3,00,000/- For Executive Director) ₹ 1,20,000-2,80,000/- (For General Manager)	Parent department pay plus deputation allowance	BE/ B. Tech (Civil)	Max. 59 years for Direct Recruitment basis Max. 55 years for Deputation basis

2. Eligibility Criteria (as on 01/05/2023):

A) The candidate should have at least 10 years' experience of contract management and property development at administrative level, in the Indian Railways/Metro organizations/ CPWD/CPSUs.

B. I) Pay scale eligibility criteria for the post at Executive Director level:

Officers working in the CDA pay scale in the pay matrix at Level 15 (Rs. 1,82,200– 2,24,100) as per the 7th CPC, in any Central Govt. Organization/ CPSUs/Metro, including services put in on deputation basis, in the above pay scale, with a minimum of 02 years' service in the aforementioned grade, with a total of 25 (twenty-five) years' service at the Gazetted / Executive level in any Central Govt. Organization/ CPSUs/Metro. Officers working in Non- Functional (HAG) may also apply.

OR

Officers working in the IDA pay scale of Rs. 1,50,000–3,00,000, in any Central Govt. Organization/ CPSUs/Metro, including services put in on deputation basis, in the above pay scale, with a minimum of 02 years' service in the aforementioned grade/pay scale, with a total of 25 (twenty-five) years of service at Gazetted/ Executive level in any Central Govt. Organization/ CPSUs/Metro.

B. II) Pay scale eligibility criteria for the post at General Manager level:

Officers working in the CDA pay scale in the pay matrix at Level 14 (Rs. 1,44,200 – 2,18,200) as per the 7th CPC, in any Central Govt. Organization/CPSUs/ Metro, including services put in on deputation basis, in the above pay scale, with a minimum of 02 years' service in the aforementioned grade, with a total of 20 (Twenty) years' service at Gazetted / Executive level in any Central Govt. Organization/ CPSUs/ Metro. Officers working in Non- Functional (SAG) may also apply.

OR

Officers working in the IDA pay scale of Rs. 1,20,000 – 2,80,000, in any Central Govt. Organization/ CPSUs/ Metro, including services put in on deputation basis, in the above pay scale, with a minimum of 02 years' service in the aforementioned grade/pay scale, with a total of 20 (Twenty) years of service at Gazetted / Executive level in any Central Govt. Organization/ CPSUs/Metro.

3. Job Description:

The incumbent of the post shall be responsible for management of contracts pertaining to DMRC property related business and development, as well as, business development.

4. Pay and Emoluments:

- i) **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.
- ii) **For candidate selected on Deputation basis**– The selected candidate shall continue to draw parent department pay plus deputation allowance, as applicable, under the Govt. of India rules.

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

The selection process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidates would 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, would not be given any alternative employment and 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 would have to execute a Surety Bond of Rs. 4,00,000/-, to serve this Corporation for a minimum period of three (03) years or till attaining the age of superannuation, whichever is earlier (exclusive of the period in which one remained on LWP or EOL) and also a three months prior notice, shall be required before seeking resignation from the Corporation.

8. Probation:

The selected candidate on appointment will be on probation for a period of one year (including the period of training).

9. Schedule of selection:

1. Last date of receipt of duly filled in application (along with relevant documents) through Speed Post OR email is **19/06/2023**. Incomplete applications or applications received after the due date will 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 Fifth week of June, 2023 (tentatively) and interview will be held in the First week of July, 2023 at Metro Bhawan, Barakhamba Road, New Delhi OR through on-line mode (tentatively) (Complete details will be displayed on DMRC website).**
 3. No separate communication, by post, will be sent to candidates individually. Candidates are required to go through the instructions / schedule for interview displayed on DMRC website and appear for the interview accordingly.
- 4. The final result will be declared by second week of July, 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 Date of Birth, qualification, work experience, pay & pay scale.

The candidates presently employed in any Govt. sector/ Central Public Sector Undertaking (CPSUs)/ Metro 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 for 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 19/06/2023**, 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.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**



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ADVT. No. DMRC/PERS/22/HR/2022/125

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 (Please Tick one option)	<input type="checkbox"/> Executive Director (Business Development) <input type="checkbox"/> General Manager (Business Development)				
B	POST CODE	01/GM/ED (BD)				
C	Basis for applying for the post (Please Tick one option)	<input type="checkbox"/> Direct Recruitment <input type="checkbox"/> Deputation				
2	APPLICANT NAME(Sh./Smt./Ms.)					
3	FATHER/ HUSBAND NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/05/2023 (Max. 59 years)–for candidates applying on DR basis. (Max. 55 years) –for candidates applying on Deputation basis	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 QUALIFICATIONS					
	Qualification	Particulars	Subjects	Institute / University	% or CGPA	Passing Year
A						
B						
C						

12 WORK EXPERIENCE DETAILS (AS ON 01/05/2023) (FILL ONLY THE APPLICABLE COLUMN)				
I	TOTAL WORK EXPERIENCE	YEARS	MONTHS	DAYS
A	CURRENT ORGANIZATION			
B	LAST ORGANIZATION (if applicable)			
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) Mention the substantive Pay Scale with GP(MACP not to Be mentioned)	Period (From – To) dd/mm/yy–dd/mm/yy
A				
B				
C				
D				
III	FOR APPLICANT FROM Govt. Organizations 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	ESSENTIAL WORK EXPERIENCE			
A	Having at least 10 years' experience of Contract Management and property development, as mentioned at para 2(A) of the advertisement			YES/NO
B	Having a total of 20 years of experience at Gazetted/ Executive level (for candidates for the post of General Manager (BD) / 25 years' experience at Gazetted / Executive level (for candidates for the post of Executive Director (BD)			YES/NO
C	WORKING IN CDA/IDA PAY SCALE, AS MENTIONED AT PARA No. 2B (I/II) OF THE ADVT. (whichever is applicable)			YES/NO
V	BREIF DESCRIPTION OF THE WORK EXPERIENCE			
13	WHETHER ANY CONVICTION (by court of Law) / PUNISHMENT /PENALTY (due to disciplinary action by employer) METED OUT/ AWARDED TO APPLICANT IN THE LAST 10 YEARS			YES/NO

	IF YES, DETAILS OF CASE	Separate sheet may be enclosed
14	WHETHER ANY CASE IS PENDING IN THE COURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST APPLICANT	YES/NO
	IF YES, DETAILS OF ENQUIRY	Separate sheet may be enclosed
15	NOC, VIGILANCE AND D&AR STATUS FROM CURRENT EMPLOYER ENCLOSED	YES/NO
16	COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED	YES/NO
17	WHETHER APPEARED FOR INTERVIEW IN DMRC IN PAST (IF YES, DETAILS OF THE INTERVIEW)	
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 or false at any point of time.

Date: _____

Place: _____

Signature of Candidate

Name: _____

Mobile No.: _____

Email ID: _____

Documents to be enclosed (which ever applicable)

1. Educational Certificates (Matric/ Diploma/Graduation & Others)
2. Work Experience Certificate
3. NOC from present Employer
4. Vigilance and D&AR Clearance from present Employer
5. APARs of the Last 5 years