



BANGALORE METRO RAIL CORPORATION LIMITED

(Joint Venture of Govt. of India & Govt. of Karnataka)

III Floor, BMTC Complex, K.H. Road, Shanthinagar, Bengaluru- 560 027

No. BMRCL/0166/FIN/2021/C- 28061

Date: 28.09.2021

NOTIFICATION FOR CONTRACT APPOINTMENT / ON DEPUTATION

BMRCCL invites applications from qualified and experienced personnel for appointment for the following posts on “Contract basis” or on “Deputation”.

Sl.No	Designation / Post	No. of Posts
1	Deputy General Manager (F&A)	02
2	Assistant General Manager (F&A)	01

Last date for receipt of applications is **04.00 PM on 27.10.2021** For details regarding eligibility criteria, on-line application, etc. please visit our website: www.bmrc.co.in/ Career Section.

Sd/-
General Manager (HR)



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NOTIFICATION FOR CONTRACT APPOINTMENT/ ON DEPUTATION

Bangalore Metro Rail Corporation Limited, a Joint Venture of Government of India and Government of Karnataka, is a Special Purpose Vehicle (SPV) entrusted with the responsibility of implementing the Metro Rail Project in the city of Bangalore.

BMRCCL invites applications from qualified and experienced personnel for appointment for the post of Deputy General Manager (F&A) and Assistant General Manager (F&A) posts on **“Contract basis” or on “Deputations** basis from Government of India/ State Government/ State/Central PSUs qualified.

I. GENERAL JOB DESCRIPTION FOR FINANCE AND ACCOUNTS WING OF BMRCL ARE AS UNDER:

1. Compilation and maintenance of Books of Accounts including preparation of vouchers, authentication of vouchers before posting, monthly trial balance, etc.
2. Preparation of Bank Reconciliation Statements and verification of cash on hand.
3. Coordination with other wings for (1) and (2) above.
4. Compilation of half yearly and annual financial statements, Preparation of MIS, etc.
5. Treasury operations and Investment proposals.
6. Verification of complete documentation for accounting transactions including journal entries.
7. Processing of land compensation payments and R&R packages.
8. Processing of administrative, establishment and Other entitlement claims of the staff / contractors.
9. Continuous review of existing system and procedures for improvement.
10. Vetting of tender documents, Processing of contractor's payments etc.
11. All tax matters – Income tax, GST, Customs duty, etc.
12. Scrutiny of imprest accounts maintained by CEs etc. and processing for recoupment of imprest amount.
13. Any other matter as may be required from time to time or assigned by officers.

II. QUALIFICATION AND EXPERIENCE:

Name of the Post: Deputy General Manager (F&A) No. of Posts : 02		
	Qualification	Experience
On Contract:	Graduate in Commerce from a recognized University (regular full time course) and a Member of the Institute of Chartered Accountants of India / Institutes of Cost Accountants of India (CMA).	Minimum 15 years' experience in the field of Finance and Accounts / Costing, which should include at least 3 years at the level of Manager or Equivalent. Should be proficient in computer usage
On Deputation: Those who are applying from State / Central Government Department.	Graduate from a recognized University (regular full time course) and should be a member of Indian Accounts & Audit Service / Indian Railways Accounts Services.	On the date of submission of application, the candidate should be working in Level 11 or 12 of VII pay commission matrix. Should be proficient in computer usage.
On Deputation: Those who are applying from State / Central PSU's Organizations.	Graduate in Commerce from a recognized University (regular full time course) and a Member of the Institute of Chartered Accountants of India / Institutes of Cost Accountants (CMA) of India.	Minimum 15 years in PSUs, Finance and Accounts / Costing, which should include at least 3 years at the cadre of Manager or equivalent. Should be proficient in computer usage.

Name of the Post: Assistant General Manager (F&A) No. of Posts : 01		
	Qualification	Experience
On Contract:	Graduate in Commerce from a recognized University (regular full time course) and MBA(Finance) / M.com/ CA-Inter / CMA – Inter.	Minimum 15 years' experience in the field of Finance and Accounts / Costing, which should include at least 2 years at the level of Manager or Equivalent. Should be proficient in computer usage.
On Deputation: Those who are applying from State / Central Government Department.	Graduate from a recognized University (regular full time course) and should be a member of Indian Accounts & Audit Service /Indian Railways Accounts Services or similar organized Accounts Services.	On the date of submission of application, the candidate should be in working in Level 10 or 11 of VII pay commission matrix. Should be proficient in computer usage.
On Deputation: Those who are applying from State / Central PSU's Organizations.	Graduate in Commerce from a recognized University (regular full time course) and MBA(Finance) / M.com/ CA-Inter / CMA – Inter.	Minimum 15 years in PSUs, Finance and Accounts / Costing, which should include at least 2 years at the cadre of Manager or equivalent. Should be proficient in computer usage

III. AGE, REMUNERATION AND ALLOWANCES:

Contract Recruitment:			
Name of the Post	Age	Consolidated Pay (In Rs.)	Allowances and other facilities
Deputy General Manager (F&A)	Maximum age 50 Years	Rs.1,25,000/-	Employees are also eligible for Fixed medical allowances, Group Medical & Personal Accident Insurance cover, contribution to National Pension Scheme (NPS), conveyance allowances, other applicable allowance and CUG mobile facility as per the rules of the Company.
Assistant General Manager (F&A)	Maximum age 45 Years	Rs. 85,000/-	

On Deputation:

Age: Maximum of 55 years

Deputationist will receive pay & allowances as per parent scale for the post currently held in parent cadre and allowances and other benefits as per BMRCL Rules.

IV. ADDITIONAL REQUIREMENTS FOR ALL:

1. Exposure to Contract Management / handling of Arbitration cases / Govt. Audit / finalization of accounts / coordination with Auditors will be an added advantage.
2. Candidate well conversant with ERP environment, MS Office (mainly Excel) and system driven work processes will be given preference.
3. should have basic knowledge of GST, Customs Act and IND AS.

V. CONDITIONS:

1. BMRCL reserves the right to increase or decrease or cancel any or all vacancies.
2. Above are minimum prescribed qualifications. Candidates possessing higher qualification / experience may also apply.
3. BMRCL reserves the right to relax age and experience criteria for deserving candidates as also for internal candidates.
4. Relevant experience means experience in Finance / Accounts / Audit / Contracts Management of similar Metro Rail companies / PSUs / Govt. departments / large infrastructure companies, at same level of designations advertised above / one level below. Internship / Articleship / Apprenticeship will not be counted for experience purposes.
5. Candidates with knowledge of Kannada will be given preference over others.
6. Candidates with good character and background only will be considered. Further, BMRCL reserves the right for verification of certificates furnished by selected candidates at any time after selection, and if it comes to BMRCL's notice that the selected candidate has falsified or submitted fraudulent certificates for getting employed in BMRCL, he / she will be dismissed without prior notice.
7. BMRCL may agree for higher consolidated pay for the candidates already working in Metro Rail industry in India.

VI. GENERAL CONDITIONS:

1. Candidates who have been shortlisted will only be called for interview.
2. Mere possession of minimum experience does not confer any right to be called for interview / selection.
3. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection / appointment shall be a disqualification.

VII. PROCEDURE FOR SUBMITTING APPLICATION AND SELECTION PROCESS

1. Candidates applying for the post on deputation basis, need to submit online application and forward the signed hard copies through proper channel. The lending organization shall forward the application along with (NOC and vigilance clearance certificate) so as to reach BMRCL within 15 calendar days from the last date for the online application. Candidates who fail to send hard copy of the application along with relevant documents will not be considered even though they have submitted application on-line.
2. The application of any candidate found guilty of impersonation or submitting fabricated documents or making statements, which are false or incorrect or indulging in suppression of facts, attempting to use unfair means for the purpose of recruitment, will be liable for rejection.
3. The shortlisted candidates will be informed by email / SMS to appear for Personal interview or Virtual interview as and when called, at their own cost.

VIII. MISCELLANEOUS

1. Documents in support of Date of Birth, qualification and relevant experience shall be sent along with the application. Non-submission of documents along with the application, will lead to rejection of application at any stage during the process of recruitment. BMRCL reserves the right to conduct verification of certificates / antecedents of the candidates at any time.
2. BMRCL reserves the right to cancel the notified vacancies at its discretion and such decision will be final and binding on all.
3. BMRCL reserves the right to assess fitness or otherwise of the candidates selected and offer lower position if assessed ineligible by BMRCL for the position applied.
4. BMRCL shall not be liable for any damage / injury / loss to the individual, if any, sustained during the entire recruitment process and journey.
5. Candidates are advised to apply well in advance to avoid last hour rush & technical glitches. BMRCL will not be responsible for any technical issues/server problems.

IX. LAST DATE FOR RECEIPT OF APPLICATIONS

Eligible candidates may fill in the application on-line, take a print out of the same and forward along with relevant documents in support of qualification and experience with two passport size photographs in a sealed envelope Superscribed as “Application for the post of _____” should reach the **General Manager (HR), Bangalore Metro Rail Corporation Limited, III Floor, BMTC Complex, K.H Road, Shanthinagar, Bangalore – 560 027 by 4.00 PM of 27-10-2021.**

While filling the online application, If you face any issues/ challenges kindly send us an e-mail (bmrcl@dataone.in) to resolve the issue.

**Sd/-
General Manager (HR)**