



ADVT No. DMRC/PERS/22/HR/2022 (96) Dated: 22/04/2022

**REQUIREMENT OF GENERAL MANAGER/ EXECUTIVE
DIRECTOR (PROPERTY DEVELOPMENT/PROPERTY
BUSINESS) IN DMRC, ON DIRECT RECRUITMENT /
DEPUTATION BASIS**

The Delhi Metro Rail Corporation (DMRC) Ltd, a Joint Venture company with equity participation from Govt. of India and Govt. of 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, Jaipur, Kochi, 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 officers of **Railways/Metro organizations/CPWD/CPSU**, having relevant experience, **on Direct Recruitment/Deputation basis from amongst candidates, as per details below:**

S.No	Post (Post Code)	No. of Posts ***	Pay Scale (IDA) (In case of Direct Recruitment) (Rs)	Educational Qualification	Age limit, As on 01/04/2022
1	General Manager/ Executive Director (Property Development/ Property Business) Post Code: 01/GM/ED(PD/PB)	01	1,20,000-2,80,000/- / 1,50,000-3,00,000/-	BE/ B. Tech (Civil)	Max. 58 years for DR basis Max. 55 years for Deputation basis

2. Eligibility Criteria (as on 01/04/2022):

The candidates should have at least 10 years' experience of contract management at administrative level, in the Railways/Metro organizations.

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

- (i) Officers working in Level 14 (Rs. 1,44,200 – 2,18,200) in any Govt. Organization or PSU, including services put in on deputation, in the above pay scale, with a total of 18 years' service at Gazetted / Executive level (for candidates applying on Deputation basis and Direct Recruitment basis), for the post of General Manager (PD/PB).

OR

- (ii) Officers working in Level 15 (Rs. 1,82,200 – 2,24,100) in any Govt. Organization or PSU, including services put in on deputation, in the above pay scale, with a total of 25 years' service at Gazetted / Executive level (for candidates applying on Deputation basis and Direct Recruitment basis), for the post of Executive Director (PD/PB)

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

- i) Executives working in the pay scale of Rs. 1,20,000 – 2,80,000 in any Govt. Organization or PSU, including services put in on deputation, in the above pay scale, with a total of 18 years of service at Gazetted / Executive level in any Govt. Organization or PSU (for candidates applying on Deputation/DR basis), for the post of General Manager (PD/PB)

OR

- ii) Executives 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, in the above pay scale, with a total of 25 years of service at Gazetted / Executive level in any Govt. Organization or PSU (for candidates applying on Deputation/DR basis), for the post of Executive Director (PD/PB)

3. Job Description:

The incumbent of the post shall be responsible for management of contracts pertaining to DMRC property development/property business.

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 Govt. of India 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 will comprise of Personal Interview.

The screening methodology for candidates applying on Direct Recruitment basis will 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).

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 will have to pass through the Screening Process and **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 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/- plus applicable GST & cost of training plus applicable GST 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, will 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 **13/05/2022**. 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 Third week of May, 2022 (tentatively) and interview will be held in the last week of May, 2022 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 Last week of May, 2022 (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 with in 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 13/05/2022**, 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 sought documents (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



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DELHI METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

ADVT. No. DMRC/PERS/22/HR/2022/96

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	General Manager/Executive Director (property Development/Property Business)				
B	POST CODE	01/GM/ED (PD/PB)				
C	Basis for applying for the post (Please Tick one option)	Direct Recruitment/Deputation				
2	APPLICANT NAME(Sh./Smt./Ms.)					
3	FATHER/ HUSBAND NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/04/2022 (Max. 58 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 01/04/2022) (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 <u>CDA SCALE</u> (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 <u>IDA SCALE</u> (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	<u>Having at least 10 years' experience of Contract Management.</u>			<u>YES/NO</u>
B	<u>Having a total of 18 years of experience at Gazetted /Executive level (for candidates for the post of General Manager (PD/PB) / 25 years' experience at Gazetted /Executive level (for candidates for the post of Executive Director (PD/PB).</u>			<u>YES/NO</u>
	WORKING IN CDA/IDA PAY SCALE, AS MENTIONED AT POINT No.2A/B 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) WAS AWARDED TO APPLICANT IN 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 5years