

 DELHI METRO RAIL CORPORATION LTD
(A Joint venture of Govt. of India and Govt. of Delhi)

ADVT No.DMRC/PERS/22/HR/2012 (33) Dated: 11/04/12

Requirement of Assistant Managers (Operations)

The Delhi Metro Rail Corporation (DMRC), 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.

Applications are invited from dynamic, experienced and highly motivated officers having experience of working in Govt/PSU organizations preferably having experience in major construction projects. The appointment shall be on **direct recruitment** basis as per details mentioned below.

No	Post	No. of vacancies	Eligibility/ Educational qualification	Experience	Max. Age as on 01-01-12	Pay scale in DMRC
1	Asst. Manager (Operations)	7 (UR-05 OBC-01 SC-01)	Two years Full time MBA with specialization in Marketing/ International Business Operations/ Logistics from a Government. recognized reputed Institute with first division.	Minimum 2 years experience in Govt /PSU Organizations in the executive level in CDA pay scale of Rs.15600-39100 (Grade pay Rs. 5400) or equivalent IDA pay scale of Rs.20600-46500.	28 years (with relaxation of age of 3 years for OBC and 5 years for SC)	Rs.20600-46500 (IDA) on direct recruitment.

The number of vacancies shown above is tentative and may undergo change.

Eligible and willing candidates who fulfill the above mentioned eligibility criteria may apply along with their particulars in the following format, to **Executive Director (HR)/Metro Bhawan/Fire Brigade Lane/Barakhamba Road/New Delhi** by **21/05/12** positively by speed post.

Mode of Selection: Names of short listed candidates will be put up on our website by **04/06/12**. We intend calling about 5 times the number of candidates than the number of vacancies for interview based on the suitability of the candidate for the job. The interview will be held tentatively on 8th and 9th June, 2012 at Metro Bhawan/Fire Brigade Lane/Barakhamba

Road/New Delhi. The candidates will be subjected to Interview, Group Discussion, Medical etc. The selected candidates can be posted at any of DMRC Project offices in Delhi, NCR, Jaipur, Kochi, etc.

Fees :

Eligible and interested candidates may apply as per the application format at Annexure-I enclosing a non-refundable crossed **Demand Draft** for Rs.100/- for General & OBC candidates towards processing cost only) drawn in favour of **DELHI METRO RAIL CORPORATION LIMITED**, payable at New Delhi indicating on the reverse of the DD, their name & address, telephone no. if any. Demand Drafts payable at locations other than Delhi / New Delhi will **not** be accepted. MO/PO or any other mode of payment is not acceptable. **Candidates are advised to check the details of Demand Draft carefully before enclosing it with the application Form.** Candidates should retain a photocopy of their demand draft and application form for future reference. They should also keep sufficient numbers of copies of the same Photograph in reserve for future use, which they are using in the application form. The photograph should not be more than three months old. Incomplete applications or applications received without demand draft or received after the due date will be summarily rejected. DMRC will not be responsible for any postal delay/ loss in transit. No request in this regard will be entertained.

No separate communications by post will be sent to the candidates individually. Candidates are required to go through the instructions for interview displayed on our website and appear for the interview accordingly along with original copies of testimonials. The Court of jurisdiction for any dispute will be New Delhi. The NOC for attending the interview from the present employer, copies of last two years ACRs and Vigilance report will be required at the time of interview. (Separate instructions will follow regarding relaxations to be provided to DMRC employees).

Application Format : Please see Annexure (I).

Note: The result for the reserved category post will be provisional and subject to the final outcome of the WRIT Petition No. 7878/2010 (Sarv Rural & Urban Welfare Vs UOI & others).

The duly filled in application form should be sent in an envelope super scribing on the cover prominently - **Name of Post/Category latest by 21/05/12 by speed post at the following address. Separate CVs can also be attached with the application.**

**Executive Director (HR)
Metro Bhawan
Fire Brigade Lane
Barakhamba Road
New Delhi**

Recent Passport
size self attested
photograph to
be pasted here

APPLICATION FORMAT

(TO BE FILLED IN BOLD ENGLISH CAPITAL LETTERS BY THE CANDIDATE IN HIS OWN HANDWRITING)

1	Name of the post			
2	Name of the Candidate			
3	Father/Husband's name			
4	Date of Birth			
5	Permanent Address			
6	Age as on 01/01/12	Years -	Months -	Days-
7	Address for correspondence			
8	Contact No. with Fax & Email			
9	Category (SC/ST/OBC/Genl)			
10	Details of educational qualification	Graduation	MBA (Mkt/IBO/Log)	Others
	a). Examination passed			
	b). Year of passing			
	c) Name of the Institute/ University/Board			

	d). Subjects			
	e). Percentage in aggregate			
	f). Division			
11	Present Employer			
12	Details of experience (In chronological orders)			
13	Details for candidates working with Govt/PSU. a. Parent Organization b. Dt. Of appointment c. Grade at the time of appointment. d. Total length of service e. Dt. of appointment to executive service f. Present Grade g. Dt. from which in present grade.			
14	Details of DD (Name of Bank, date and DD No.)			

(Copies of relevant orders are enclosed below as required under item 13.)

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled if the information found to be false or incorrect.

Date.....

Place.....

Signature of the candidate