



# CHENNAI METRO RAIL LIMITED

(A Joint Venture of Govt. of India & Govt. of Tamil Nadu)

**METROS**

**ANNA SALAI, NANDANAM, CHENNAI - 600 035.**

## **EMPLOYMENT NOTIFICATION No: CMRL/HR/CON/08/2023 dated 05-07-2023**

Chennai Metro Rail Limited (CMRL), a Joint Venture of Government of India and Government of Tamil Nadu, is a special purpose vehicle (SPV) entrusted with the responsibility of implementing the Metro Rail Project in the city of Chennai.

CMRL invites applications from qualified and experienced personnel for the appointment of undermentioned posts on contract basis:-

Post Code	Name of the Post	No. of Post	Consolidated Pay (Per Month)	Min Exp. (Yrs.)	Max Age (Yrs.)
01	General Manager / Chief General Manager (Finance & Accounts)	01	Rs. 2,25,000/- - Rs. 2,30,000/-	20 - 25	Min -45 Max -55
02	Additional General Manager (Rolling Stock)	02	Rs. 1,50,000/-	17	47
03	Joint General Manager (Rolling Stock)				
04	Joint General Manager (Power System & Over-Head Equipment)	01	Rs. 1,25,000/-	15	43
05	Deputy General Manager (Rolling Stock)	01			
06	Deputy General Manager (Vertical & Horizontal Transportation System)	01	Rs. 90,000/-	13	40
07	Manager (Rolling Stock)	03			
08	Manager (Power System)	01			
09	Manager (Electrical Traction)	01	Rs. 80,000/-	07	38
10	Manager (Vertical & Horizontal Transportation System)	01			
11	Deputy Manager (Electrical Traction)	01			
12	Deputy Manager (Power System)	01	Rs. 70,000/-	04	35
13	Deputy Manager (Rolling Stock)				
14	Assistant Manager (Rolling Stock)	03	Rs. 60,000/-	02	30

**Note: -**

- Age, qualification & experience stipulated for above posts should be as on **05-07-2023**. Age will be relaxed for deserving and experienced candidates.
- Selected candidates on contract appointment may be considered for IDA Pay Scale on contract basis subject to satisfactory completion of 2 years contract period, depending upon the requirement of CMRL and performance of the candidate. Applicants who are applying through proper channel from Govt./ PSU's with minimum 2 years in regular pay scale may be considered for IDA Pay on contract basis directly on selection, as per the existing terms and conditions of CMRL policy.
- Higher remuneration / Higher post shall be considered based on the past experience, performance in the interview, higher qualification, exceptional credentials and expertise in the relevant field.
- Apart from the consolidated pay, benefits like Medical & Personal Accident Insurance, Life Insurance, Mobile Phone reimbursement & Sim Card for official use and other admissible allowances as per the extant rules of CMRL HR policy shall be paid.

**1) Required Qualification and Experience: -**

**a) Post Code No. 01 - Chief General Manager / General Manager (Finance & Accounts) (01 Post)**

Must be a qualified Chartered Accountant / Cost Accountant / 2 years full time MBA (Finance) from institute of repute with minimum post-qualification experience of 25 years for CGM level and 20 years for GM level in handling MIS, Audit, Taxation (direct & indirect), Corporate Accounts (with Ind AS), Budget, Concurrence etc., from organizations of repute. Adequate exposure in an ERP environment is a must. Experience in Metro Rail Company shall be an added advantage.

**b) Post Code No. 02 & 03 – Additional General Manager/Joint General Manager (Rolling Stock) - (02 Post)**

Must be a B.E / B. Tech (ECE/EEE/Mech) graduate from a recognized Institute / University, approved by AICTE / UGC. Post-graduation in the relevant discipline is an added advantage. The candidate should possess post qualification experience of minimum 17 years for AGM level and 15 years for JGM level respectively in project execution and/or maintenance of Metro Rail Rolling Stock. Possession of project management certification and handling project related works will be an added advantage.

**Duties and Responsibilities: -**

- Tendering for procurement of Rolling Stock/Services as per International Competitive Bidding process.
- Project management of the rolling stock and depot equipment contract. Time management of the RS&DM projects related to the overall schedule of projects.
- Liaising with funding agencies and seeking necessary approvals as applicable.
- Responsible for handling correspondences with external agencies such as Ministry, Multilateral agencies, RTIs, etc.,
- Management of General Consultant (GC) teams with respect to Rolling Stock Project package.
- Approval of preliminary and detailed design review of Rolling Stock for phase 2 project.
- RS and Depot equipment Production schedule planning, monitoring, and ensuring on time delivery to depot.
- Planning and witnessing of all factory testing and approval of test results.
- Planning, monitoring and commissioning of depot for receipt and testing of trains at CMRL depot/site.
- Review and approval of Rolling Stock Operation and Maintenance Manual. Management of CMC contracts.
- To carry out procedures for obtaining Rolling Stock approval by RDSO, CMRS and GoI. Responsible for obtaining statutory clearances for train from authorities such as RDSO, CMRS, GOI, etc.,
- To handle interface management with other Rolling Stock contractors and other designated contractors.
- To ensure Rolling Stock quality and safety.
- Work certification and payment processing.
- Receipt of trains at designated depot, conduct testing and commissioning of relevant equipment/machines / Rolling stock at CMRL site.
- Identifying and framing Engineering Incident Reports and follow-up of Engineering Change proposals.

- Responsible for monitoring the required modification in the rolling stock to eliminate/address the equipment failure.
- Monitoring, recording / reporting and achievement of RAMS parameters.
- Maintenance of rolling stock with high reliability, availability and safety.
- Management of trains during Defect Liability Period and CMC management.

**c) Post Code No. 04 - Joint General Manager (Power System & Over-head Equipment)  
(01 Post)**

Must be a B.E / B. Tech (EEE) graduate from a Govt. recognized University / Institute, approved by AICTE / UGC. Post graduation in the relevant discipline is an added advantage. The candidate should possess post-qualification experience of minimum 15 years in the following field.

- Candidate should have experience in Design, Erection, Testing and Commissioning of Power system (33kV & above), 25 kV OHE (FOCS & ROCS), 110/66/25 kV Traction substation equipment & distribution system in Railways/Metros. Also should have experience in managing Traction substation equipment, cable distribution system and SCADA works in Railways / Metros.
- Knowledge in processing of EIG approvals, Indian Electricity Rules and contract management are essential.
- Should be able to conduct site inspections and measurements, safety procedures and material inspections.

**d) Post Code No. 05 – Deputy General Manager (Rolling Stock); No: 01 Post**

Must be a B.E / B. Tech (ECE/EEE/Mech) graduate from a recognized Institute/ University, approved by AICTE / UGC. Post-graduation in the relevant discipline is an added advantage. The candidate should possess post qualification experience of minimum 13 years in project execution and/or maintenance of Metro Rail Rolling Stock. Possession of project management certification and handling project related works will be an added advantage.

**Duties and Responsibilities: -**

- Tendering for procurement of Rolling Stock/Services as per International Competitive Bidding process.
- Liaising with funding agencies and seeking necessary approvals as applicable.
- Management of General Consultant (GC) teams with respect to Rolling Stock Project package.
- Approval of preliminary and detailed design review of Rolling Stock for phase 2 project.
- Production schedule planning, monitoring and ensuring on time delivery to depot.
- Planning and witnessing of all factory testing and approval of test results.
- Planning, monitoring and commissioning of depot for receipt and testing of trains at CMRL depot/site.
- Review and approval of Rolling Stock Operation and Maintenance Manual.
- To carry out procedures for obtaining Rolling Stock approval by RDSO, CMRS and GoI. Responsible for obtaining statutory clearances for train from authorities such as RDSO, CMRS, GOI, etc.,
- To handle interface management with other Rolling Stock Contractors and other designated Contractors.
- To ensure Rolling Stock quality and safety.
- Contract management, time management and Work certification for payment processing.

- Management of trains during Defect Liability Period.
- Responsible for handling correspondences with external agencies such as Ministry, Multilateral agencies, RTIs, etc.,
- Receipt of trains at designated depot, conduct testing and commissioning of relevant equipment /machines / Rolling stock at CMRL site.
- Identifying and framing Engineering Incident Reports and follow-up of Engineering Change proposals.
- Responsible for monitoring the required modification in the rolling stock to eliminate/ address the equipment failure.
- Monitoring, recording/reporting and achievement of RAMS parameters.
- Maintenance of rolling stock with high reliability, availability and safety.

e) **Post Code No. 06 – Deputy General Manager (Vertical & Horizontal Transportation System) ; (01 Post)**

Must be a B.E / B. Tech (EEE/Mech) graduate from a recognized Institute / University, approved by AICTE / UGC. Post graduation in the relevant discipline is an added advantage. The candidate should possess post qualification experience of minimum 13 years in technical management of Elevators, Escalators & Travelators.

- Must have Knowledge on Project implementation, relevant industrial Codes Standards, Safety and Quality procedures, SCADA system.
- Exposure to Tendering, Contracts Management, Design Validation & Interface management.
- Experience in Installation, Testing, Commissioning and Maintenance of Vertical Transportation Systems in Metro Rail / Airport / Railway projects or any large infrastructure projects.

f) **Post Code No. 07 – Manager (Rolling Stock); (03 Posts)**

Must be a B.E / B. Tech (ECE/EEE/Mech) graduate from a recognized Institute / University, approved by AICTE / UGC. The candidate should possess post qualification experience of minimum of 07 years in project execution and maintenance of Metro Rail Rolling Stock projects.

**Duties and Responsibilities: -**

- Project execution and management of the contract by making the best use of manpower and facilities provided.
- To carry out day to day activities pertaining to Rolling Stock projects pertaining to tendering and award of contract to successful bidder.
- To carry out review / assessment of GC's review / Contractors submission of design in compliance to TS requirements and international standards.
- Witnessing of tests and preparation of CMRL reports for type and routine tests at factory as well as at site.
- Monitoring of all NCRs and closing of open points.
- Monitoring of work progress for certification of work completion. Time and cost management of rolling stock contracts.
- Site coordination with interfacing division for readiness of depot for carrying out delivery, testing and commissioning. Managing interfaces with other contractors.
- Managing and witnessing testing and commissioning of rolling stock.
- Statistical analysis of RAMS parameters of the trains.
- Raising and closing of Engineering Incident Reports.

- Close monitoring for implementation of Engineering Change proposals and Fleet checks.
- DLP monitoring and store auditing.
- Performance Management of General Consultant (GC) teams with respect to the package.
- Correspondence management with the contractor. PMIS management of the package.
- Assistance in providing clarification to audit queries from agencies such as CMRL internal auditors, Government Auditors, CAG, etc.
- Assistance for document submission and obtaining statutory approvals, RDSO, CMRS, related activities pertaining to Rolling Stock.
- Assistance in handling rolling stock correspondence with external agencies such as MoHUA, other ministries, other Metros, RTI queries, etc.
- Assistance in Standardization and Indigenization of Rolling Stock for Indian Metros.
- Project execution and management of the contract by making the best use of manpower and facilities provided.
- Maintenance of rolling stock with high reliability, availability and safety.

**g) Post Code No. 08 – Manager (Power System) ; (01 Post)**

Must be a B. E / B. Tech (EEE) graduate from a Govt. recognized University / Institute, approved by AICTE / UGC. Post graduation in relevant discipline is desirable. The candidate should possess post-qualification experience of minimum 7 years in the following field.

- Candidate should have experience in Design, Erection, Testing and Commissioning of Power system (33kV & above), Traction substation equipment, cable distribution system and SCADA works in Railways / Metros.
- Knowledge in processing of EIG approvals, Indian Electricity Rules and contract management are essential.
- Should be able to conduct site inspections and measurements, safety procedures and material inspections.

**h) Post Code No. 09 – Manager (Electrical Traction) ; (01 Post)**

Must be a B. E / B. Tech (EEE) graduate from a Govt. recognized University / Institute, approved by AICTE / UGC. Post graduation in relevant discipline is desirable. The candidate should possess post-qualification experience of minimum 7 years in the following field.

- Candidates should have experience in Design, Erection, Testing and Commissioning of 25 kV OHE (FOCS & ROCS), 110/66/25 kV Traction substation equipment & distribution system in Railways/Metros.
- Knowledge in processing of EIG approvals, Indian Electricity Rules and contract management are essential.
- Should be able to conduct site inspections and measurements, safety procedures and material inspections.

**i) Post Code No. 10 – Manager (Vertical & Horizontal Transportation System) ; (01 Post)**

Must be a B.E / B. Tech (EEE/Mech) graduate from a recognized Institute / University, approved by AICTE / UGC. Post-graduation in the relevant discipline is an added

advantage. The candidate should possess post-qualification experience of minimum 07 years in installation, Testing, Commissioning & maintenance of Lifts, Escalators & Travelators with the following skill sets.

- Contract and Project Management Skills.
- Quality & Safety compliance, adherence to statutory regulations.
- Knowledge of relevant codes and standards.
- Interfacing, Documentation and Reporting Skills

**j) Post Code No. 11 – Deputy Manager (Electrical Traction): - (01 Post)**

Must be a B. E / B. Tech (EEE) graduate from a Govt. recognized University / Institute, approved by AICTE / UGC. Post graduation in relevant discipline is desirable. The candidate should possess post qualification experience of minimum 4 years in the following field.

- Candidates should have experience in Traction system of Erection, Testing and Commissioning of 25 kV OHE (FOCS & ROCS) & 110/66/25 kV Traction substation equipment in Railway/Metros.
- Knowledge in processing of EIG approvals, Indian Electricity Rules and contract management are essential.
- Should be able to conduct site inspections and measurements, safety procedures and material inspections.

**k) Post Code No. 12 – Deputy Manager (Power System): - (01 Post)**

Must be a B.E / B.Tech (EEE) graduate from a govt. recognized University / Institute, approved by AICTE / UGC. Post graduation in relevant discipline is desirable. The candidate should possess post qualification experience of minimum 4 years in the following field.

- Candidates should have experience in handling Erection of power system, Testing & commissioning of 33 kV and above substations, Traction substation equipment & cable distribution system in Railways/Metros.
- Knowledge in processing of EIG approvals, Indian Electricity Rules and contract management are essential.
- Should be able to conduct site inspections and measurements, safety procedures and material inspections.

**l) Post Code No. 13 & 14 - Deputy Manager /Assistant Manager (Rolling Stock) (02 Posts)**

Must be a B.E / B. Tech (ECE/EEE/Mech) graduate from a recognized Institute / University, approved by AICTE / UGC. The candidate should possess post-qualification experience of minimum 04yrs for Deputy Manager level and 02yrs for Assistant Manager level respectively in project execution and maintenance of Metro Rail Rolling Stock projects.

**Duties and Responsibilities: -**

- To carry out day to day activities pertaining to Rolling Stock projects pertaining to tendering and award of contract to successful bidder.
- To carry out the GC's submission of design review of all the Rolling Stock in compliance to TS requirements and international standards.

- Witnessing of tests and preparation of CMRL reports for type and routine tests at factory as well as at site.
- Monitoring Engineering incident reports
- Managing interfaces with other contractors.
- Managing and witnessing testing and commissioning of rolling stock.
- Monitoring of work progress as per schedule.
- Site coordination with civil and systems division with respect to Rolling stock delivery, testing and commissioning and spares delivery.
- Rolling Stock documentation.
- Update of Rolling Stock Library.
- Perform the activities entrusted by the reporting officer.

**m) Post Code No. 13 & 14 - Deputy Manager /Assistant Manager (Rolling Stock) ; (01 Post for Procurement & Stores)**

Must be a B.E / B. Tech (EEE/Mech) graduate from a recognized Institute / University, approved by AICTE / UGC. The candidate should possess post-qualification experience of minimum 04yrs for Deputy Manager level and 02yrs for Assistant Manager level respectively in Procurement and Stores. Candidates with experience in Rolling stock procurement, spare parts & consumable procurement, stores management of Metro Rail Systems will be preferred.

**Duties and Responsibilities: -**

- Responsible for procurement of rolling stock spares, consumables and services.
- Responsible for stores management of rolling stock spares, consumables, tools, instruments, quarantine items, scrap etc.
- Responsible for maintaining stock, supplies and inventories, recording all type of material transactions (Incoming/outgoing). Material movement of all types.
- Responsible for periodic verification of stores and managing audits and verifications.
- Maintain necessary software tools and relevant soft copy/hard copy records, registers, files etc.
- Responsible for planning, based on demand to supply the goods accordingly.
- Responsible for planning and procurement of the stocked items required by processing stocking proposed and updating / revising as per the user requirement.
- Responsible for disposal of scrap.
- Responsible for preparing reports, daily, monthly etc.
- Ensure procedural, statutory compliances related to procurement and stores. Perform the activities entrusted by the reporting officer.

**2) Selection process:**

The selection methodology comprises two-stage process, interview followed by medical examination. The selection process will judge the candidate on different facets like knowledge, skills, comprehension, attitude, aptitude, and physical fitness.

**Medical Examination:**

Expenses for the first-time medical examination of the candidate will be borne by CMRL. However, in case a candidate seeks extension for joining, then the second time medical examination expenditure will be borne by the candidate. To & fro travel expenses for the medical test shall be borne by the candidate. The candidate who fails the prescribed medical test will not be given any alternative employment and decision of CMRL is final on this issue.

### **Character & Antecedents:**

The success in the above stated selection process does not confer any right to appointment unless CMRL is satisfied after such an inquiry, as may be considered necessary, that the candidate's character and antecedents is suitable in all respects for appointment to the service.

### **3) Concessions & Relaxations:**

- a. The age limit prescribed shall be increased by five years in respect of candidates belonging to Scheduled Castes or Scheduled Caste (Arunthathiyars) or Scheduled Tribes and two years in respect of candidates belonging to Most Backward Classes/ Denotified Communities, Backward Classes (other than Muslim) or Backward Classes (Muslim).
- b. A Differently Aabled Person shall be eligible for an age concession up to ten years over and above the age limits prescribed for the notified post by direct recruitment only, provided the applicant is otherwise fully suitable and the disability is not such as would render him incapable of efficiently discharging the duties w.r.t post for which the candidate is selected.
- c. The upper age for Ex-Servicemen will be prescribed age limit plus the length of service in armed forces plus 03 years.

### **4) Payment of application fee (including postage/other charges) (Non-refundable):**

- a. Unreserved & candidates falling under other category are required to pay a Non-refundable fee of Rs.300/- and SC/ST are required to pay a non-refundable fee of Rs.50/- (for processing & postage charge) either in the form of Demand Draft drawn in favour of M/s Chennai Metro Rail Limited, payable at Chennai or may transfer the fees through electronic mode to the below mentioned account and submit the NEFT/UPI payment receipt/acknowledgement details in a printed copy along with the application form.

**BENEFICIARY NAME: M/S CHENNAI METRO RAIL LIMITED**

**SBI Account: 00000030990166827**

**Type of Account: Current Account**

**IFSC: SBIN0009675**

**BRANCH: KOYAMBEDU, CHENNAI**

- b. Candidates should clearly mention their name, postcode and mobile number at the back of the Demand Draft. **No application fee for Differently Aabled persons. Only disability certificate to be attached along with the application.**
- c. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility and time limit before paying the application fee.
- d. Application forms forwarded without submission through online careers page of CMRL and payment of application fee will be summarily rejected.

### **5) General Conditions:**

- a. Only Indian Nationals need apply.
- b. Age, Qualification & experience stipulated above should be as on **04-08-2023**. The candidates before applying are advised to ensure that they fulfill the eligibility criteria and other requirements mentioned and that the particulars furnished by them are correct in all aspects. In case, if it is detected at any stage of recruitment process that the candidate does not fulfill the eligibility criteria and / or does not comply with other requirements of this advertisement and / or the candidate has furnished any incorrect or false information or has



suppressed any material fact, the candidature is liable to be rejected. If any of the above shortcomings is / are detected even after appointment, the services will be terminated without any notice.

- c. The contract period for contract type of appointment is initially for a period of 2 years and the same will be extended for further period subject to the requirement and performance of the candidates as per the existing terms and conditions on mutual consent.
- d. In order to regulate the number of candidates to be called for interview, if so required, the management reserves the right to raise the minimum eligibility standards/criteria.
- e. Merely meeting the above qualifications and experience shall not entitle a candidate to be selected for interview. Only short-listed candidates will be notified for interview. CMRL reserves the right to shortlist the candidates. Acceptance or rejection of application of the candidates will be at the sole discretion of Management.
- f. Depending on the requirements, the CMRL reserves the right to cancel / curtail / increase the number of vacancies without any further notice and without assigning any reason thereof.
- g. Depending upon the response, the management reserves the right to increase or decrease the eligibility standards / criteria for the said post.
- h. No TA/DA will be paid by CMRL to the candidates for attending the interview.
- i. CMRL reserves the right to withdraw the advertised posts at any time without assigning any reason and also reserves the right to fill either in the same position or at a lower position or not to fill the posts and CMRL decision in this regard shall be final.
- j. Persons already working in Government / PSU organization should apply through proper channel and produce NOC at the time of interview.
- k. Incomplete application or without relevant supporting enclosures (self-attested copies of degree /mark sheet / experience certificate of the latest position should indicate a detail / nature / function / job presently being handled will be out rightly rejected.
- l. Candidates attempting to influence or interfere with the selection process will be rejected summarily and be declared disqualified for future CMRL recruitments.

## **7. How to Apply through Online:**

- a. Before applying, candidates are advised to read the advertisement carefully and ensure that they fulfil all the eligibility criteria. Their eligibility is provisional and the same will be verified only in case they are shortlisted for selection. Eligible and interested candidates are required to apply online on CMRL Website under careers section vide URL <https://careers.chennaietrorail.org/>
- b. **Step by step procedure to apply online.**
  - Step 1** - Candidate must register in CMRL Career portal by using a valid email id. The email id registered in the portal will only be used for any further correspondences from CMRL.
  - Step 2** - A registration link will be sent to the registered email id. Therefore, candidates are required to click the verify button to authenticate their email id. Upon verifying, the user will be redirected again to the CMRL career page to log in and apply.
  - Step 3** - Candidates are required to fill all details in each section and make sure to upload the requisite documents as per the specification, wherever applicable, in order to authenticate the details mentioned in the application form.

- c. After submitting the application form through online in CMRL careers website, candidates are required to save & print the computer generated online application form, affix the latest passport size photo and should send the HARD Copy of the application form along with self-attested copies of educational qualification certificate, experience certificate, birth certificate, community certificate and other supporting documents through the forwarding authority to the below mentioned address on or before **04-08-2023**.

**THE ADDITIONAL GENERAL MANAGER (HR)  
CHENNAI METRO RAIL LIMITED  
METROS  
ANNA SALAI,  
NANDANAM, CHENNAI - 600 035.**

- d. Application envelope containing the application form should be superscribed with “Employment Notification No.” and “Post applied for”.
- e. Candidates are requested to apply online in advance before the actual closing date and send the Hard copy of the application form with requisite documents to CMRL on or before **04-08-2023**. CMRL in this regard will not be responsible for any delay/loss in postal transit of any application or DD/NEFT/UPI payment details or any other documentary proof.
- f. List of self-attested documents to be enclosed: -

Sl. No	Documents	Format & Size
1	Affix the original passport size photograph on the submitted online application form	JPEG/PNG (Max2MB)
2	Age Proof – Copy of Birth Certificate / 10 <sup>th</sup> Std. Certificate	PDF (Max2MP)
3	Copy of Community Certificate	
4	Educational Qualifications (from 10 <sup>th</sup> Std. to last qualified degree)	
5	Experience Certificates (Present & Previous employments)	
6	NOC/Through Proper Channel letter ( <i>Applicable for Govt/PSU</i> )	
7	Application fee – Original Demand Draft / NEFT/UPI Payment details	
8	Copy of the detailed Resume / Bio data / CV	
9	Proof for Ex-Servicemen details (as applicable)	
10	Proof of Disability Certificate (as applicable)	
11	Any Other relevant certificates (if any)	

- g. In case of any assistance with respect to submission of online applications, candidates are requested to contact CMRL by telephone (044-24378000) during working days between 10:00 a.m to 6.00 p.m.
- h. Email queries may be addressed to “[hr@cmrl.in](mailto:hr@cmrl.in)”

**Additional General Manager (HR)**