



DELHI METRO RAIL CORPORATION LTD
(A Joint Venture of the Govt. of India and the Govt. of the NCT of Delhi)



The Life Line of Delhi.

ADVT No. DMRC/PERS/22/HR/2024 (152), Dated: 27.02.2024

REQUIREMENT OF DIRECTOR (PROJECTS & PLANNING) IN DMRC ON DIRECT RECRUITMENT / DEPUTATION BASIS

The Delhi Metro Rail Corporation (DMRC), a Government owned company, has been set up for implementation and operation of the rail-based Mass Rapid Transit System in Delhi. The company intends to appoint the following official:

Name of the Post: **DIRECTOR (PROJECTS & PLANNING)**

Date of Vacancy (DOV): **Immediate**

Scale of the Post: **Rs.180000 - 340000 (IDA) and other allowances/perks/privileges.**

Appointment Type: **Direct Recruitment/Deputation basis**

Duration of Appointment: The appointment will be on a contract/deputation basis, for a period of 5 years, or, till the date of superannuation, whichever is earlier.

1. Job Description and Responsibilities:

The incumbent of the above post shall be a member of the Board of Directors of DMRC and shall report to the Managing Director of the Company.

He/she shall be responsible for the overall planning of the works for projects, including design and architecture, tendering, contracting and overall project administration, supervision of construction and commissioning, etc. He/she shall also be responsible for project monitoring, interface management, quality assurance, safety, cost control, land acquisition, rehabilitation of project affected persons/business, utility and traffic diversions, etc.

2. Eligibility (to be reckoned as on DATE (01.02.2024):

I. The applicant should be a Confirmed employee of the organisation and should not be working on probationary basis.

II. Age: As on 01.02.2024

Age of superannuation - 62 years		
Candidate	Age Limit on 01.02.2024	
	Minimum (Years)	Maximum (Years) - w.r.t. the date of superannuation for the post of Director in DMRC, i.e., 62 years
Internal	45	2 years of residual service as on 01.02.2024 w.r.t. the date of superannuation.
Others	45	3 years of residual service as on 01.02.2024, w.r.t. the date of superannuation.

Note

- i. **An Internal candidate shall be one who is a confirmed employee of the DMRC and has put in a minimum of two years of continuous service in it immediately preceding the cut-off date (i.e. 01.02.2024), and who does not hold a lien in any other PSE/Government. An employee who holds a lien on a post in a DMRC shall also be considered as an internal candidate, provided he/she has put in a minimum of two years of continuous service in DMRC, on the date of acquiring lien and the period for which he /she is away from DMRC is not more than 5 years.**
- ii. **The candidature of only such candidates shall be considered at the various stages of the Selection/Joining Process, who are in a working post, in the eligible payscale/ Level/ Grade and has not superannuated/ been terminated /resigned, etc.**

III. Qualification

The applicant should have a Bachelor's Degree in Civil Engineering from an institution of repute, along with a good academic record.

IV. Experience

Essential:

- a. The candidate should have atleast five (05) years experience in Planning and Construction of multi-disciplinary railway projects, including experience in land acquisition and rehabilitation of project affected persons.
- b. Should have extensive experience in tendering / contract management / project management, of important engineering structures, such as bridges / tunnels of domestic and international vendors, as a Project Leader.
- c. Experience and knowledge of co-ordinating and interfacing with railway related disciplines, such as track, signalling, electrification and rolling stock, etc.
- d. Experience and knowledge of complying with project related requirements of international funding institutions.

Desirable:

- a. Experience in Planning & Construction of Metro/MRTS shall be an added advantage.
- b. Experience in underground constructions.
- c. Experience of all phases of Rail based transportation projects on international bidding contract basis, i.e., Planning, Bid Documents, Bidding, Execution, Commissioning, Post Commissioning, etc.
- d. Experience of handling consultancy works related to Urban Rail Transport Projects.

V. Eligible Pay Scale (to be reckoned as on (01.02.2024))

- a. Public Sector Executives working in the Pay Scale of Rs.120000 – 280000 (Revised) or, Rs.51300-73000 (Pre-revised IDA), or, higher.

OR

Officers working in Level 14, i.e. Rs. 144200 – 218200/- of the 7th CPC, or, Senior Administrative Grade (SAG) (with Grade Pay of Rs.10000 in Pay Band 4 of the CDA Grade of Rs. 37400-67000 (Pre-revised), or, higher.

- b. The minimum length of service required in the eligible scale shall be two years, as on 01.02.2024.

VI. The Corporation reserves the right to relax the eligibility criterion in deserving cases.

3. Submission of Application:

Applicants should send their application, as per the enclosed Format (Annexure-I).

- a) Application in the enclosed format (Annexure-I) giving details about qualification, experience and career achievements (in a separate sheet), should reach at the undermentioned address, positively by **27.03.2024 in hard copy only**. No e-mail shall be accepted.
- b) Candidates should forward their applications through proper channel along with their ACRs/APARs of the last five years, so as to reach at the undermentioned address, by the stipulated date.
- c) The Disciplinary and Vigilance Clearance of the Candidates certified by the Present Employer, should also be enclosed in the prescribed format at Annexure “A”. If the applicant is on deputation to another organisation, the Disciplinary and Vigilance Clearance of the Candidate should also be certified by the Parent Organisation, as per Annexure “A”, along with the No Objection Certificate (NoC).
- d) Age, Qualification & experience stipulated above should be as on 01.02.2024. 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 respect. In case, if it is detected at any stage of the recruitment process that the candidate does not fulfill the eligibility criteria and / or does not comply with other requirements of this advertisement and / or he / she has furnished any incorrect or false information or has suppressed any material facts, his / her candidature shall be liable to be rejected. If any of the above shortcomings is / are detected even after appointment, his / her services shall be terminated without any notice.
- e) **The last date of receipt of complete application in hard copy in DMRC shall be 27.03.2024.** No application shall be entertained under any circumstances after the stipulated date. Incomplete applications, applications sent through e-mail, applications not in format, applications received after the stipulated date, shall be REJECTED. No separate annexures should be enclosed with the form, nor shall these be accepted. DMRC reserves the right to shortlist the applicants for interview.

4. The candidates shortlisted for the interview would be advised through the DMRC's website and shall be eligible for reimbursement of to and fro, economy class air fare, or, AC 2 tier railway fare.
5. The decision of the Selection Committee shall be final.
6. Applications should be addressed to the:

**Executive Director (HR).
Delhi Metro Rail Corporation Ltd.,
Metro Bhawan, Fire Brigade Lane,
Barakhamba Road,
New Delhi – 110001.**



ANNEXURE-I

DELHI METRO RAIL CORPORATION LTD.

APPLICATION FOR THE POST OF DIRECTOR (PROJECTS & PLANNING)

(THROUGH PROPER CHANNEL)

Direct Recruitment / Deputation basis

Kindly affix a recent passport size photograph & cross sign

1. (a) Name of the post applied for: _____
(b) Application Mode (Direct Recruitment/ Deputation basis): _____
2. (a) Name: _____
(b) Identification Number (For Defence Service Personnel): _____
(c) Office Address: _____
3. Address for Communication: _____

4. Telephone No. Office: _____ Residence: _____
Fax No.: _____ Mobile No.: _____
E-Mail address: _____
5. Date of Birth (dd/mm/yy): _____ Age as on 01-02-24: _____
6. Service to which the Officer belongs: _____ Batch : _____
7. a. Date of joining Group "A" service: _____
b. Date of joining Executive service: _____
8. Eligibility criteria (as applicable):

S.No.	DETAILS	AS PER THE JOB DESCRIPTION	POSSESSED BY THE CANDIDATE	WHETHER ELIGIBLE OR NOT
1	EDUCATIONAL/ PROFESSIONAL QUALIFICATIONS (ALONG WITH THE NAME OF INSTITUTIONS)	Bachelor's Degree in Civil Engineering.		

S.No.	DETAILS	AS PER THE JOB DESCRIPTION	POSSESSED BY THE CANDIDATE	WHETHER ELIGIBLE OR NOT
2	ELIGIBLE PAY SCALE	IDA Payscale Rs. 120000 – 280000 (Revised) or Rs. 51300 – 73000 (Pre-revised), or, higher CDA Payscale Level 14 of 7 th CPC i.e. Rs. 144200 – 218200/- (Revised) or Rs. 37400 – 67000 (Grade Pay – Rs. 10000) (Pre-revised), or, higher		
3 a	LENGTH OF SERVICE IN THE ELIGIBLE PAY SCALE AS ON 01.02.2024	Minimum 2 Years		
3 b	DATE OF GRANT OF ELIGIBLE PAYSACLE	-----		
4	RESIDUAL SERVICE LEFT AS ON 01.02.2024	Internal - 2 Years External – 3 Years (w.r.t. the date of superannuation for the post of Director in DMRC, i.e., 62 years)	Internal - External -	
5	TOTAL LENGTH OF GROUP 'A'/ EXECUTIVE SERVICE			

9. Positions held during Gazetted / Executive service (since the date of initial appointment):

S.No.	Designation and Place of Posting	Organization	From (dd/mm/yy)	To (dd/mm/yy)	Pay Scale	Description of Work
1.						

S.No.	Designation and Place of Posting	Organization	From (dd/mm/yy)	To (dd/mm/yy)	Pay Scale	Description of Work
2.						
3.						
4.						

(additional rows may be added in this table, if necessary)

10. Nature and duration of experience relevant for the advertised post:

S. No	Required Experience	Whether possessed by the Candidate (Yes/No)	Designation and place of Posting /Organization	From / To	Details of Relevant Experience Possessed by the Applicant
Essential					
1	Atleast five (05) years experience in Planning and Construction of multi-disciplinary railway projects, including experience in land acquisition and rehabilitation of project affected persons.				
2	Extensive experience in tendering / contract management / project management, of important engineering structures, such as bridges / tunnels of domestic and international vendors, as a Project Leader.				

S. No	Required Experience	Whether possessed by the Candidate (Yes/No)	Designation and place of Posting /Organization	From / To	Details of Relevant Experience Possessed by the Applicant
3	Experience and knowledge of coordinating and interfacing with railway related disciplines, such as track, signaling, electrification and rolling stock, etc.				
4	Experience and knowledge of complying with project related requirements of international funding institutions.				
Desirable					
1	Experience in Planning & Construction of Metro/MRTS				
2	Experience in underground constructions.				
3	Experience of all phases of Rail based transportation projects on international bidding contract basis, i.e., Planning, Bid Documents, Bidding, Execution, Commissioning, Post Commissioning, etc.				
4	Experience of handling consultancy works related to Urban Rail Transport Projects.				

Note: No separate annexures are permitted/ shall be accepted. Candidates are required to clearly indicate the required experience possessed, with reference to each and every aspect, of the required experience. Any omission would indicate that the candidate does not satisfy the required experience criterion.

11. Is the candidate holding the present post on lien/deputation basis: - YES / NO

a. If yes, the name of the Organization in which the Lien is held: _____

b. Date from which the Lien is held : _____

c. Date from which the Applicant is on Deputation : _____

12. Kindly Tick the relevant option:

a. Whether the candidate holds the post in the Parent cadre as a Confirmed employee?

If yes, the Date of Confirmation in Service: _____

b. Whether the candidate holds the post in the Parent cadre on Probationary basis?

If yes, the details thereof : _____

13. APAR Grading of the preceding five (05) years (Outstanding/Very Good/Good/Average/Below Average/ Numeric Rating, as applicable):

S.No.	APAR (Financial Year)	Grading/Rating	Remarks (if any)
1	2022-23		
2	2021-22		
3	2020-21		
4	2019-20		
5	2018-19		

* - If the APAR period is for less than an year, the APAR period may be specified.

14. Disciplinary and Vigilance (D&V) Status Declaration by the candidate:

a.	Have you ever been placed on the "Agreed List" or "List of Officers of Doubtful Integrity" (if yes, details thereof)	
b.	Whether any allegation of misconduct involving vigilance angle was examined against you during the last 10 years and if so, with what result	

c.	Whether any punishment was awarded to you during the last 10 years and if so, the date of imposition and details of the penalty	
d.	Is any disciplinary/ criminal proceedings or charge sheet pending against you, as on date [if so, details to be furnished]	
e.	Is any action contemplated against you as on date [if so, details to be furnished]	
f.	Whether any complaint with vigilance angle is pending against you [if so, details to be furnished]	

SUPPORTING DOCUMENTS CHECKLIST

S. No.	Supporting Documents (Self-Certified/Certified by Organisation)	Attached (Yes/No)	Remarks (if any)
1	Age Proof (Matriculation Certificate/Mark Sheet)		
2	Qualification Degree Certificate & Marksheet (only Final Year)		
3	Relevant Experience Certificate/ Appointment Order/ Office Order		
4	Employer Certificate/Office Order indicating working in present grade		
5	Annexure "A"		
6	No Objection Certificate (NoC) from the current /parent organisation (as applicable)		
7	Copy of Self Certified 05 Year APARs		

DECLARATION

I, Son / Daughter of hereby certify that I have not been disqualified to act as a Director under the provisions of the Companies Act, 2013. I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude, or, economic offence.

I certify that the details furnished by me in Cols. 1 to 14 are true and I am an eligible candidate for consideration.

I further submit my willingness to join the post, if selected. In case, if I give my unwillingness after the interview is held, but before the appointment is processed, or, after issue of the offer of appointment, I may be debarred for a period of two years, for being considered for a Board level post, in DMRC.

Date:

Place:

(SIGNATURE)
Name : _____

Designation : _____

(To be filled by the PSU / Ministry / Department / Company concerned)

It is certified that the particulars furnished above have been scrutinized and found to be correct, as per the official records.

**Signature & Designation of
the Competent Forwarding
Authority with Telephone no. & Office Seal.**

**PARTICULARS OF THE OFFICER/EXECUTIVE FOR WHOM VIGILANCE
COMMENTS / CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HoD)

1. **Name of the Officer (in full)** : _____
2. **Father's name** : _____
3. **Date of Birth** : _____
4. **Date of Retirement** : _____
5. **Date of Entry into Service** : _____
6. **Service to which the officer belongs including batch / year cadre-etc wherever applicable** : _____
7. **Positions held** : _____
(During the ten preceding years)

S.No.	Organisation (Name in Full)	Designation & place of posting	Administrative/ Nodal Ministry / Deptt. Concerned (in case of officers of PSUs etc.)	From	To
1					
2					
3					
4					
5					
6					

Date:

(SIGNATURE)

Name : _____

Designation : _____

**VIGILANCE PROFILE OF OFFICER/EXECUTIVE FOR WHOM, VIGILANCE
COMMENTS/ CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HoD)

Name of the Officer : _____

8.	Whether the officer has been placed on the “Agreed List” or “List of Officers of Doubtful Integrity” (if yes, details to be given)	
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result	
10.	Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty	
11	Is any disciplinary/ criminal proceedings or charge sheet pending against the officer, as on date.	
12	Is any action contemplated against the officer as on date [if so, details to be furnished	
13	Whether any complaint with vigilance angle is pending against the officer [if so, details to be furnished	

Date:

(SIGNATURE)

Name : _____

Designation : _____