



NAGPUR METRO RAIL CORPORATION LTD
(A Joint venture of Govt. of India and Govt. of Maharashtra)

ADYT No. NMRCL/PERS/HR/2015 (02) Dated: 17/06/2015

**SERVING/Ex. GOVT./PSU/GOVT. METRO RAIL CORPORATIONS EXPERIENCED CIVIL ENGINEERS
AND HR EXECUTIVE REQUIRED ON DEPUTATION / RE-EMPLOYMENT / CONTRACT BASIS**

The Nagpur Metro Rail Corporation (NMRCL) Ltd, a Joint Venture company with equity participation from Govt. of India and Govt. of Maharashtra has been entrusted with the responsibility of implementation of the rail based Mass Rapid Transit System for Nagpur.

To meet with the immediate requirement of experienced personnel for NMRCL, applications are invited from experienced, dynamic and motivated persons of Indian nationality from Indian Railways (IR), Govt. Metro Rail Corporations and other PSUs for under-mentioned posts on deputation/re-employment/contract basis **initially for a period of five years: -**

S. No	Post (Post Code)	No. of Vacancy	Pay Scale (IDA)	Educational Qualification	Eligibility Criterion as on 01/07/2015	Desirable Qualification & Experience	Max. Age on 01/7/15
1	Addl. General Manager (Civil) Post Code-01/AGM/C	02	Rs.43200-66000/-	B.E./ B.Tech (Civil)	Officers working in Pay Scale Rs.37400-67000 (GP-8700) in CDA or PSU Executives working in Pay Scale Rs.36,600-62000 (IDA) with min. 4 (four) years' experience.	Minimum 15 years' experience in construction of Railway Bridge/ RoB/ Viaduct with Open/Well/Pile Foundation, Fabrication & erection of large Railway bridge spans, Launching of PSC/Steel/Composite Girders, Design & Construction of buildings. Tendering & Contract Management. M. Tech. Structure, Design, Metro Rail Experience or International experience will be an advantage.	50 Years
2	Joint General Manager (Civil) Post Code-02/JGM/C	02	Rs.36600-62000/-	B.E./ B.Tech (Civil)	Officers working in Pay Scale Rs.15600-39100 (GP-7600) CDA or PSU Executives working in Pay Scale Rs.29100-54500 (IDA) with 5 (five) years experience or Rs.24900-50500 (IDA) with 10 (ten) years experience.	Minimum 10 (ten) years' experience in construction of Railway Bridge/RoB/ Viaduct with Open/Well/Pile Foundation, Launching of PSC/Steel/Composite Girders. Tendering & Contract Management.	45 Years



3	Assistant Manager (HR) Post Code-03/AM/HR	01	Rs.20600-46500/-	MBA - with specialization in HR	02 (Two) year fulltime MBA - with specialization in HR with minimum 60% marks, from a Govt. recognized University/Institute. Experience: - Minimum 02 (Two) years' experience in Payroll, Salary Disbursement, HR MIS & policy matters etc.	Desirable Qualification – Diploma in Computer Application with minimum 60% marks from Govt. recognized Institute, Diploma in Soft Skill & Personal Development. LLB Degree and Knowledge of SAP/ERP (HR) will be preferred.	28 Years
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Important: -

1. Officers working/retired from Railway/Railway PSUs/ Govt/PSUs involved in construction are eligible to apply for Post Code - 01/AGM/C, Post Code - 02/JGM/C.
2. Officers coming on deputation shall be governed by relevant deputation rules of their service.
3. Selected Candidates coming from Govt./PSU on re-employment will be eligible for Pay, CDA/IDA (prevalent), Perks, 20% HRA/Company lease + other allowances applicable to NMRCL employees. DA on pension if any will be forgone.
4. Candidates selected on contract basis will be fixed at the minimum of the pay scale and will be eligible for IDA(prevalent), Perks, 20% HRA/Company lease + other allowances applicable to NMRCL employees.

Selection process: -

The selection methodology will comprise two stage processes – Personal Interview followed by Medical examination.

The selection process would judge different facets of knowledge, skills, experience, expertise, aptitude and physical fitness. The candidates will be shortlisted for interview, based on their eligibility/ experience in the relevant field, in the ratio of **1:5**. If sufficient candidates are not available for a particular post, then candidates with lesser service length may be considered for short listing, in the relevant Post/Grade.

Medical Examination:

The selected candidate will have to undergo medical fitness examination in NMRCL nominated hospital as per the prescribed medical category. The details of medical standards can be seen on NMRCL WEBSITE (Link—Career). Expenses for the first time medical examination of the candidate will be borne by NMRCL. However, in case a candidate seeks extension for joining, then the second time medical examination expenditure for the joining will be borne by the candidate himself/herself.

No reimbursement on account of travel shall be made to the candidates appearing for the INTERVIEW.

How to apply:

1. Eligible and interested candidates may apply as per the application format Appendix -1. All relevant documents (Self -attested) should be attached along with the application(Appendix -1) and submitted within due date at **Metro Bhawan, 28/2, Anand Nagar, C K Naidu Road, Civil Lines, Nagpur-440001.**

Schedule of Selection process

1. The complete filled in application form should reach this office latest by **Dt.16/07/2015.**



2. The candidates shall submit the filled in format and attach two copies of recent passport size photos and all the relevant documents and testimonials.
3. Incomplete Applications or applications received after the due date will be summarily rejected. NMRCL is not responsible for Loss/delay in post. No other format of application will be entertained.
4. Names of shortlisted candidates will tentatively be put up on our website on Dt. 17/07/2015 (6pm).
5. The shortlisted candidates will have to appear for interview on the scheduled dates and time with all original documents /testimonials and experience certificates.
6. The interview will tentatively start from **22/07/2015, at Metro Bhawan, 28/2, Anand Nagar, C K Naidu Road, Civil Lines, Nagpur-440001**. No separate communications by post will be sent to the candidates individually. The 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 candidates should be in constant touch with NMRCL website www.metrotrainnagpur.com for updated information.
7. The names of the candidates, who qualify the selection process, will be uploaded in our website tentatively by **Dt.24/07/2015(6pm)**.
8. The shortlisted candidates will be sent for medical examination as per the medical standards mentioned on NMRCL Website.
9. NMRCL is not responsible for any printing error that might have inadvertently crept in.

In case a candidate is already employed in a Govt. / PSU organization, the **NOC for attending the interview** from the present employer will be required at the time of interview.

The eligible and willing candidates who fulfill the above mentioned eligibility criteria may apply along with their detailed particulars in the enclosed format by Dt.16/07/2015, positively by speed post to:

THE ENVELOPE SHOULD BE PROPERLY SEALED AND SUPER SCRIBED WITH
Name of the post-----, Post Code-----

To,
Joint General Manager (Admin)
Nagpur Metro Rail Corporation Ltd.
28/2, Anand Vihar, C.K. Naidu Road,
Civil Lines, Nagpur, Maharashtra -440001

**APPENDIX -1****NAGPUR METRO RAIL CORPORATION LTD**

(A Joint venture of Govt. of India and Govt. of Maharashtra)

ADVT No. NMRCL/PERS/HR/2015 (02) Dated:

APPLICATION FORMAT

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

Recent Passport size
self attested
photograph to be
pasted here.

1	Name of the Post			
2	Post Code			
	Option for joining NMRCL on (please tick)	Reemployed	Contract	
3	Name of the Candidate(Mr./Ms./Mrs.) (As appear in Class 10th/SSC Mark sheet)			
4	Gender (Male/Female)			
5	Father /Husband's Name (Shri/Mr.)			
6	Date of Birth (dd/mm/yyyy)			
7	Age as on 01/07/15	Years -	Months -	Days-
8	Address for correspondence			
9	Permanent Address			
10	Contact No. with STD Code			
11	Mobile Number			
12	Email ID			
13	Category (SC/ST/OBC/General)			



14	Details of educational qualification from Diploma onwards	Degree in Civil / B.Tech. Civil /MBA	M.Tech	Whether possess Working knowledge of BIM (for post 01&02) LLB Degree and Knowledge of SAP/ERP (HR) (for post -03)
	a). Examination passed			
	b). Year of passing			
	c) Name of the Institute			
	d). Name of the University/Board			
	e). Discipline			
15	Presently employed in Govt./PSU			
16	Details of experience, (In chronological orders) Separate sheet for experience with full details can be enclosed			



17	Present Post/Post from which retired/working	
	Pay Scale from which retired/working (full pay scale with basic pay)- CDA/IDA	
	Total number of years in Executive service starting from Asst. Manager level with details of number of years in each grade/post.	

I hereby declare that all the information furnished by me above is true to my best belief. I understand that any false information / misrepresentation will lead to immediate cancellation of my candidature at NMRCL.

Date.....

Place.....

(Signature of the candidate)

Encls (Self attested): -

- 1. Educational/ Professional Certificates (right from class 10th to the latest)**
- 2. Details of Work Experience (if applicable)**
- 3. NOC from Current Employer (if applicable)**