



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



**The Lifeline of Delhi**

**ADVT. No. DMRC/PERS/22/HR/2024 (157) Dated: 21/06/2024**

**REQUIREMENT OF ASSISTANT MANAGER/ MANAGER (TRACK), IN DMRC, ON  
DIRECT RECRUITMENT BASIS**

The Delhi Metro Rail Corporation (DMRC) Ltd., a Joint Venture company with equal equity participation from the Govt. of India and the Govt. of the 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 14,000 employees, with MRTS activities spread over Delhi-NCR, Mumbai, Patna, etc., carry about 3 million passengers per day in Delhi and NCR. In addition to the above, DMRC is involved in providing consultancy services to number of cities, within India and abroad.

To meet with the immediate requirement of experienced personnel for DMRC and allied projects for Track Works, in the Civil Engineering Department, applications are invited from experienced, dynamic and motivated candidates, having the relevant experience, working in the Indian Railways or its PSUs, for filling up of the following post on Direct Recruitment Basis, for the purpose of Track maintenance/ installation work of Metro projects and its operations:

S. No.	Category	Pay Scale	No. of Post*	Category	Location	Educational Qualification**	Age Limit (as on 01.06.2024)
1	<b>Manager (Track) Post Code: RE02/ M/T</b>	Rs. 60000- 180000/-	02 (Two)	UR	Delhi/ NCR	B. E./ B. Tech (Civil), or, equivalent with Min. 60% marks or equivalent CGPA from a Govt. recognized University/ Institute	Max. 55 Years
	<b>Assistant Manager (Track) Post Code: RE01/ AM/T</b>	Rs. 50000- 160000/-					

**Important:**

\*Vacancies are provisional and subject to increase/decrease.

\*\* The degree must be a full-time regular course, from a Govt. recognized University/ Institute.

**2. ELIGIBILITY CRITERIA (as on 01/06/2024):**

The candidate should have varied experience of Track construction and/or maintenance works in Railways or its PSUs.

**A.) Eligibility for the post of Manager /Track**

**i) For candidates working in Govt. organizations in CDA Pay scale**

Officers (Group 'A'/ Group-'B' Gazetted) working in Pay at Level-11 (Rs.67,700 – 2,08,700), in the pay matrix as per 7<sup>th</sup> CPC, on regular basis, in any Govt. Organization or, Railways or its PSUs, including services put in on deputation basis, in the above pay scale, with a total of 05 (Five) years' service at the Gazetted / Executive level.

**ii) For candidates working in Govt. organizations in IDA Pay scale**

Officers working in the IDA pay scale of Rs.60,000–1,80,000/-, on regular basis, in any Govt. Organization/ PSUs, including services put in on deputation, in the above pay scale, with a total of 05 (Five) years' service at the Gazetted/ Executive level.

**B.) Eligibility for the post of Assistant Manager/Track**

**i) For candidates working in Govt. organizations in CDA Pay scale**

Officers (Group-'B' Gazetted) working in CDA Pay scale at Level-10 (56100-177500)/ Level-09 (53100-167800)/ Level-08 (47600-151100) or, Candidates working in Level-7 (44900-112400) (Group-'C') , in the pay matrix as per the 7<sup>th</sup> CPC, on regular basis in any Govt. Organization or Railways or its PSUs, including services put in on deputation basis, in the above pay scale, with a total of 05 (Five) years' experience of maintaining/ installation of Track.

**ii) For candidates working in Govt. organizations in IDA Pay scale**

Officers working in the Executive IDA pay scale of Rs.50,000–1,60,000/-(IDA), on regular basis, in any Govt. Organization/ PSUs, including services put in on deputation, in the above pay scale, with a total of 05 (Five) years' experience of maintaining/ installation of Track.

**3. PAY AND EMOLUMENTS:**

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.

**4. JOB DESCRIPTION:**

The incumbent of the post shall be responsible for managing track maintenance/installation works related to Metro Projects and its operations.

**5. JOB LOCATION/ PLACE OF POSTING**

The incumbent for the post shall initially be posted at Delhi/NCR. However, the selected candidates shall be liable to be posted/ transferred to any of the offices/ Project sites under the control of the corporation in India, or, abroad.

**6. CHARACTER AND 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. 3,00,000/- and cost of training to serve the Corporation for a minimum period of three years (exclusive of the period in which one remained on LWP or EOL) and also a three months' prior notice, shall be required before seeking resignation from the Corporation.

**8. PROBATION:**

The selected candidate on appointment will be on probation for a period of two year (including the period of training).

## **9. SCREENING PROCESS:**

The selection methodology shall 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).

The selection process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidates will have to qualify the Screening Process and Medical examination, as applicable, before being adjudged as suitable for selection. Candidates, who fail in the prescribed medical test, will not be given any alternative employment and the decision of the Corporation shall be final on this issue. All related information shall be available only on the Website: <http://www.delhimetrorail.com> and candidates must regularly check the website for the updates.

## **10. SCHEDULE OF SELECTION:**

- i. The Last date of receipt of duly filled in application (along with the relevant documents) through Speed Post OR email shall be 12/07/2024. Incomplete applications or applications received after the due date shall be summarily rejected. DMRC shall not be responsible for loss/delay in post.
- ii. **The list of shortlisted candidates shall be uploaded on the DMRC website in the Third week of July 2024 (tentatively) and interview shall be held in the First week of August, 2024 at Metro Bhawan, Barakhamba Road, New Delhi OR through online mode (tentatively) (Complete details shall be displayed on the DMRC website).**
- iii. No separate communication, by post, shall be sent to the candidates individually. Candidates are required to go through the instructions / schedule for interview displayed on the DMRC website and appear for the interview accordingly.
- iv. **The final result shall be declared by the Second week of August, 2024 (Tentatively).**

Eligible and willing candidates for the aforesaid post may apply as per the application form at **Annexure-I**. The candidate must enclose all the relevant documents in support of their qualification, work experience, pay & pay scale.

The candidates presently employed in the Govt. sector / the Public Sector Undertakings (PSUs) should send their application through proper channel along with the Vigilance and D&AR clearance, so as to reach the below mentioned address within the stipulated time. All candidates are required to submit copies of their APARs of the last five years. **Applications received through proper channel i.e., forwarded by the Cadre Controlling Authority of the parent organization, till the last date of the receipt of the application, shall only be entertained. Under no circumstances, shall Advance Copies be entertained.**

The duly filled in application form should be sent in an envelope superscribing the **Name of Post** on the cover prominently, **latest by 12/07/2024**, through Speed Post to the following address OR email the scanned copy of duly filled in Application Form along with the scanned copies of all other documents sought (as stated in the Application Form) to [career@dmrc.org](mailto:career@dmrc.org) ([mention the name of the 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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(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

ADVT. No. DMRC/PERS/22/HR/2024/157

## ANNEXURE-I

### DMRC APPLICATION FORMAT

AFFIX  
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(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT)

S.No.	DETAILS	PARTICULARS				
1A	POST NAME					
B	POST CODE					
C	Basis of Application	Direct Recruitment basis				
2	APPLICANT'S NAME (Sh./Smt./Ms.)					
3	FATHER'S/ HUSBAND'S NAME(Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/06/2024 (Max.-55 Years)	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 QUALIFICATION					
	Qualification	Particulars (name of degree) and mentioned (whether Full time/ part time/ correspondence)	Subjects	Institute /University	% or CGPA	Passing Year
A	GRADUATION					
B	POST GRADUATION					
C	OTHERS					
12	WORK EXPERIENCE DETAILS (AS ON 01/06/2024) (FILL ONLY THE APPLICABLE COLUMN)					
I	TOTAL WORK EXPERIENCE	YEARS	MONTHS	DAYS		

A	<b>CURRENT ORGANIZATION</b>			
B	<b>LAST ORGANIZATION</b> (if applicable)			
C	<b>DATE OF LAST PASSED REGULAR EXAMINATION (DD/MM/YYYY)</b>			
D	<b>DATE OF JOINING FIRST REGULARJOB (DD/MM/YYYY)</b>			
E	<b>DITS (DATE OF ENTRY IN TIMESCALE)</b>			
F	<b>PRESENT PAY BAND WITH GRADE PAY AND BASIC PAY AS ON DATE OF APPLICATION</b>			
II	<b>FOR APPLICANT FROM the Railways/ Govt. organizations/PSUs in <u>CDA SCALE</u></b> (Complete details of service/ position held since joining) (separate sheet may be attached)			
	<b>Post Held</b>	<b>Organization Name with place of posting</b>	<b>Pay Scale (CDA)Mention the substantive Pay Scale with GP as applicable (MACP not to Be mentioned)</b>	<b>Period (From – To) dd/mm/yy–dd/mm/yy</b>
A				
B				
C				
D				
III	<b>FOR APPLICANT FROM the Railways/ Govt. Organizations/PSUs in <u>IDA SCALE</u></b> (Complete details of service/ position held since joining) (separate sheet may be attached)			
	<b>Post Held</b>	<b>Organization Name with place of posting</b>	<b>Pay Scale (IDA)</b>	<b>Period (From – To) dd/mm/yy–dd/mm/yy</b>
A				
B				
C				
D				
IV	<b>ESSENTIALWORKEXPERIENCE</b>			
A	HAVING EXPERIENCE OF TRACK CONSTRUCTION/ AND/ OR, MAINTENANCE WORKS IN RAILWAYS OR ITS PSUs AS DESIRED IN THE ADVERTISEMENT			<b>YES/NO</b>
B	WORKING IN THE DESIRED CDA/ IDA PAY SCALE, AS MENTIONED AT POINT No. 2 (A/ B) OF THE ADVT. (whichever is applicable)			<b>YES/NO</b>
V	<b>BREIF DESCRIPTION OF THE WORK EXPERIENCE</b>			
13	<b>WHETHER ANY CONVICTION (by court of Law)/ PUNISHMENT/ PENALTY (due to disciplinary action by employer) WAS AWARDED TO THE APPLICANT IN THE LAST 10YEARS</b>			<b>YES/NO</b>
	<b>IFYES, DETAILS THERE OF</b>			Separate sheet may be enclosed

14	WHETHER ANY CASE IS PENDING IN THE COURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST THE APPLICANT	YES/NO
	IF YES, DETAILS THEREOF	Separate sheet may be enclosed
15	NOC FROM THE CURRENT EMPLOYER ENCLOSED	YES/NO
16	VIGILANCE AND D&AR STATUS FROM THE CURRENT EMPLOYER ENCLOSED	YES/NO
17	COPIES OF THE ANNUAL PERFORMANCE APPRAISAL REPORT OF THE LAST 5 YEARS ENCLOSED	YES/NO
18	WHETHER APPEARED FOR INTERVIEW IN DMRC IN THE PAST (IF YES, DETAILS THEREOF)	
19	ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/ CERTIFICATE, etc.,)	
20	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 in time.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

**Signature of candidate**

Name: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email ID: \_\_\_\_\_

**Documents to be enclosed (whichever applicable)**

1. Educational Certificates (Matriculation/Graduation/ Post Graduation & Others)
2. Work Experience Certificate
3. NOC from present Employer
4. Vigilance and D&AR Clearance from the present Employer
5. APARs of the Last 5 years