



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



**The Lifeline of Delhi**

**ADVT No. DMRC/PERS/22/HR/2025 (187) Dated:13/01/2025**

**REQUIREMENT OF SR. MANAGER /OPERATIONS BY DMRC, FOR O&M WORK OF MML-3, MUMBAI,**  
**ON FIXED TERM CONTRACTUAL ENGAGEMENT BASIS**

The Delhi Metro Rail Corporation (DMRC) Ltd., 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. The Delhi Metro Rail Corporation, 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 and other cities in India and abroad. The average passenger journeys per day in Delhi/NCR is about 61 lakhs. In addition to the above, DMRC is involved in providing consultancy services to number of cities within India and abroad.

To meet the immediate requirement of One (01) post of Sr. Manager/Operations, for Operation and Maintenance work of Mumbai Metro Line – 3 (Aqua Line), applications are, hereby, invited from experienced, dynamic and motivated persons of Indian nationality, having experience of MRTS operations, for filling up the following post in DMRC, **on Fixed Term Contractual Engagement Basis, initially for a period of 3 years:**

**1.0 Age, Qualification and Experience Requirements:**

S.No	Post/ No. of Posts /PostCode	Educational qualification*	Age Limit(as on 01.01.25)***	Scale/CTC	Annual Consolidated Fee for the post
1	<b>Sr. Manager/ Operations</b>  <b>1 Post* (UR-01)</b>  Post Code: 01/SMO	Bachelor's Degree in Electrical/ Electronics/ Mechanical from a recognized University / Institute.	Maximum 45 years	Candidates currently working in the pay -scale of Rs.78800-209200 (Level-12 as per 7 <sup>th</sup> CPC) or IDA Scale of Rs.70000-200000  or higher <b>OR</b> Candidates currently working for a minimum 3 years in the CDA pay-scale of Rs.67700-208700 (Level-11 as per 7 <sup>th</sup> CPC) or IDA pay scale of Rs.60000-180000 <b>OR</b> Current CTC must be minimum of Rs. 10 lacs or having worked at an average CTC of Rs. 8 lacs in the last 03 years	<b>Rs. 13,62,480/- (all inclusive)</b>

**Important:**

**All eligibility criterion shall be reckoned as on 01.01.2025**

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

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

\*\*\* Minimum 15 years of post -qualification work experience is required

**2. JOB DESCRIPTION:**

The candidate should have minimum 15 years professional experience in MRTS system, with at least 2 years' experience as executive in Operations/Operational Control Centre/Station/Train Operations/Revenue/Traffic disciplines and should be conversant with functioning in a computerized environment. Hands on knowledge of various computer applications, relating to the job would be desirable. Officer should be free from D&AR and Vigilance angle.

**3. SELECTION PROCESS:**

The screening methodology will comprise of two stage process i.e., Personal Interview followed by Medical Fitness Examination (Executive/Technical category). The details of Medical Examination are available on the DMRC website.

The selection process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidates shall have to qualify/pass the Screening, as applicable, and the Medical examination, before being adjudged as suitable for selection.

All candidates shall have to undergo the medical fitness test(s) and meet the medical standards prescribed by the Corporation, for the various positions, as laid down in the Indian Railway Medical Manual (IRMM), or, as amended from time to time. 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 Website: <http://www.delhimetrorail.com> and candidates must regularly check the website for updates. Expenses for the first-time medical examination of the candidate shall be borne by the Corporation. However, in case a candidate seeks re-medical examination, the expenditure for the medical test(s) shall be borne by the candidate himself/herself.

**4. PAY AND EMOLUMENTS:**

a. The selected candidate shall be eligible for a consolidated monthly fee @ Rs. 1,13,540/-, which shall include all statutory compliances relating to PF, Gratuity etc as well as HRA, Medical, Travel etc. No other financial benefits/allowances shall be admissible. The annual CTC, shall therefore be Rs. 13,62,480/- /-.

b. For candidates working in a higher grade in Govt. Sector/CPSUs, the emoluments shall be restricted to the emoluments, as mentioned above. The substantive status of the candidate shall be considered.

c. The selected candidates shall be engaged on contractual basis, on the Cost to Company (CTC) as above, with no claim of regularization in the future. The initial engagement of the candidates shall be for a period of 03 (three) years, which can be curtailed or renewed, subject to rendering satisfactory service.

d. The above remuneration is inclusive of all other benefits such as Accommodation, Transport, Medical, LTA, canteen etc. and statutory compliances. No other financial benefits/ allowances shall be admissible.

e. For Medical Coverage, the medical insurance health policy shall be taken by the contractual employees themselves covering COVID-19 and other diseases.

f. Minimum PF as prescribed under the EPF & MP Act 1952 will be deducted @12% on Rs. 15000/- (currently) i.e., Rs. 1800/- per month (subject to number of days) from the salary and the equivalent contribution will be made by DMRC. Gratuity shall be paid as per the Gratuity Act, taking 65% of the consolidated remuneration as the basic pay and treating the component of DA, as 'NIL'.

g. The Consolidated remuneration will remain fixed throughout the period of Fixed Term Appointment and there will be no increase in the remuneration on completion of the fixed term period. The remuneration shall be proportionately reduced in case of absence from work.

**5. CHARACTER & ANTECEDENTS:**

The selection of the candidate shall not confer any right to engagement unless the Corporation is satisfied after such an inquiry, as may be considered necessary, that the candidate having regard to his/her character and antecedents is suitable in all respects, for contractual engagement.

**6. SERVICE CONDITIONS:**

a. Termination of Fixed Term engagement: On expiry of the term mentioned in the engagement order, the engagement shall stand terminated automatically. The engagement can be prematurely terminated by either side by giving one-month notice period, or, remuneration, in lieu thereof.

b. The candidate shall have no claim, whatsoever, for continued engagement, or, for any regular employment in the company, under any circumstances.

c. The incumbent for the post shall initially be posted at Mumbai. 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.

d. Fixed term engagement shall be made strictly on the basis of the prescribed norms. In case any particulars/information furnished by the candidate is found to be false, or, incorrect, the fixed term engagement shall be deemed to be void ab initio and the engagement shall be terminated forthwith.

**7. IMPORTANT INSTRUCTIONS:**

Last date of receipt of duly filled in application (along with relevant documents) through Speed Post shall be 28.01.2025. Incomplete applications or applications received after the due date shall be summarily rejected. DMRC shall not be responsible for loss/delay in post.

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

II. While applying for the post, the applicant should ensure that he/she fulfills the eligibility and other norms mentioned above on the specified dates and that the particulars furnished by him/her are correct in all respects. In case, it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms/criteria and/or that he/she has furnished any incorrect/false information or has suppressed any material fact (s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after engagement, his/her services are liable to be terminated.

III. The validity of the panel shall be two years from the date of its approval.

IV. The selection of candidate by DMRC does not confer any right to the candidate for engagement.

V. Candidate employed in Govt. Dept./PSU/Autonomous Body/Private Sector must produce 'NOC' from the present employer on the date of Document Verification/Screening/Medical Examination.

VI. The candidates presently employed in Govt. sector / Public Sector Undertaking (PSUs) should send their application through proper channel along with Vigilance and D&AR clearance ( if applicable), so as to reach the below mentioned address within the stipulated time

VII. Candidates should keep sufficient numbers of same Photographs in reserve for future use, which they use in the application form.

VIII. Request for change of mailing address /e-mail address and Mobile Number will not be entertained under any circumstances.

IX. Court of jurisdiction for any dispute will be at Delhi only.

X. No TA/DA shall be paid for attending Screening/Medical examination/ joining duty on selection.

XI. Canvassing in any form will disqualify the candidate.

N.B.: Candidates should refer to the advertisement given in the newspaper, or, on DMRC's website only, for the purpose of applying for the jobs. DMRC has not authorized any other agency/vendor/website to publish the instant advertisement and application form, or, issue of admit cards online. In case of any discrepancy in advertisements published in various newspapers, the contents as available on the DMRC's website, i.e., [www.delhimetrorail.com](http://www.delhimetrorail.com), will prevail. Any update, corrigendum, etc., of this advertisement will be posted in the DMRC's website only. Hence, candidates are requested to keep in regular touch with the website, i.e., [www.delhimetrorail.com](http://www.delhimetrorail.com)

The duly filled in application form should be sent in an envelope super scribing the Name of Post on the cover prominently, latest by 28.01.2025 through Speed Post to the following address: -

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



# दिल्ली मेट्रो रेल कॉर्पोरेशन लि० DELHI METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

ADVT.No.DMRC/PERS/22/HR/2025 (187), Dated: 13/01/2025

AFFIXARECE  
NTPASSPORTS  
IZESELFATTE  
STEDPHOTOG  
RAPH

## ANNEXURE -I

### DMRC APPLICATION FORMAT

(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT IN HIS /HER OWN HANDWRITING)

S.No	DETAILS	PARTICULARS				
1A	POST NAME					
B	POST CODE					
C	TYPE OF ENGAGEMENT	FIXED TERM CONTRACTUAL ENGAGEMENT				
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 01/01/2025	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/EWS)					
11	Gender (Male/ Female/ Other)					
12	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars(Name of degree)	Subject	Institute / University	% or CGPA	Passing Year
A	GRADUATION					
B	PROFESSIONAL					
C	POST GRADUATION/ OTHERS					

13	<b>WORK EXPERIENCE (AS ON 01/01/2025) (FILL ONLY THE APPLICABLE COLUMN)</b>				
I	<b>TOTAL WORK EXPERIENCE</b>		<b>YEARS</b>	<b>MONTHS</b>	<b>DAYS</b>
A	<b>DATE OF LAST PASSED REGULAR EXAMINATION (DD/MM/YYYY)</b>				
B	<b>DATE OF JOINING FIRST REGULAR JOB (DD/MM/YYYY)</b>				
<b>IF YES, DETAILS OF EXPERIENCE</b>					
II	<b>FOR APPLICANT WORKED / WORKING in CDA/IDA SCALE</b> (Complete details of service /position held since joining) (separate sheet may be attached, if necessary) (Tick the applicable pay-scale type–CDA/IDA and mention the full pay-scale below)				
	<b>Post Held</b>	<b>Organization Name</b>	<b>Pay Scale (IDA/CDA)</b>	<b>Period (From– To) dd/mm/yy – dd/mm/yy</b>	<b>Job Profile</b>
A					
B					
C					
D					
III	<b>WORKED/WORKING IN CDA/IDA PAYSACLE,AS MENTIONED IN THE ELIGIBILITYCRITERIA, IN THE ADVT.</b>			<b>YES/NO</b>	
IVa	<b>WHETHER HAS WORK EXPERIENCE AS PER PARA 2 OF THIS NOTIFICATION</b>			<b>YES/NO</b>	
b	<b>NO. OF YEARS OF WORKING WITH THE PRESENT EMPLOYER</b>				
c	<b>TOTAL NO. OF YEARS OF EXPERIENCE WORKING IN OF MRTS SYSTEMS</b>				
d	<b>WHETHER HAVING 2 YEARS WORK EXPERIENCE IN OPERATIONS/OPERATIONAL CONTROL CENTRE / STATION/ TRAIN OPERATIONS /REVENUE /TRAFFIC DISCIPLINES</b>				
V	<b>BREIF DESCRIPTION OF THE WORK EXPERIENCE</b>				
14	<b>WHETHER ANY CONVICTION (by court of Law) /PUNISHMENT/PENALTY (due to disciplinary action by employer)WAS AWARDED TO APPLICANTINLAST 10 YEARS</b>			<b>YES/NO</b>	
	IFYES,DETAILSOFCASE			Enclose Separate sheet	
15	<b>WHETHER ANY CASE IS PENDING IN THECOURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON,AGAINST APPLICANT</b>			<b>YES/NO</b>	

	IF YES,DETAILS OF ENQUIRY	Enclose Separate sheet
16	NOC FROM CURRENT EMPLOYER ENCLOSED	YES/NO
17	VIGILANCE & D&AR STATUS FROM CURRENT EMPLOYER ENCLOSED	YES/NO
18	COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED	YES/NO
19	WHETHER APPEARED FOR INTERVIEW IN DMRC IN PAST (IF YES, DETAILS OF THE INTERVIEW)	
20	ANY OTHER RELEVANT INFORMATION (DISTINCTION / AWARD/ CERTIFICATE etc.)	
21	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(Graduation, Professional degree, Post-Graduation & Others)
2. Work Experience Certificate, latest salary slip with appointment letter
3. NOC from Employer along with D&AR & Vigilance clearance (in case of Govt. employee).
4. Annual Performance Appraisal Reports of Last 5 years (in case of Govt. employee)
5. Documents in support of substantive grade, on regular basis (for candidates w o r k e d / working in CDA pay scale).