



MUMBAI METRO RAIL CORPORATION LIMITED
(A JV company of Govt. of India and Govt. of Maharashtra)
MMRCL –Line 3 Transit Office, ‘E’ Block, Bandra-Kurla Complex, Bandra (E),
Mumbai - 400 051. Website: www.mmrcl.com

Recruitment Advertisement 2024 – 03

Mumbai Metro Rail Corporation Limited intends to appoint qualified and experienced professionals for the following posts on Regular / Contract/ Deputation basis:

| Sr. No. | Name of Posts & Pay Scale (IDA) / Grade | Nature of appointment | UR | EWS | OBC | SC | ST | Total |
|---------|--|-------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|
| 1. | Deputy General Manager (Operations) Rs. 80,000 – 2,20,000/- (E5) | Regular / Deputation | 01 | - | - | - | - | 01 |
| 2. | Deputy General Manager (Operations Safety) Rs. 80,000 – 2,20,000/- (E5) | Regular / Deputation | 01 | - | - | - | - | 01 |
| 3. | Assistant General Manager (Operations) Rs. 70,000 – 2,00,000/- (E4) | Contract (05yrs) / Deputation | 01 | - | - | - | - | 01 |
| 4. | Assistant General Manager (RS) Rs. 70,000 – 2,00,000/- (E4) | Contract (05yrs) / Deputation | 01 | - | - | - | 01 | 02 |
| 5. | Assistant General Manager (Safety) Rs. 70,000 – 2,00,000/- (E4) | Contract (05yrs) / Deputation | 01 | - | - | - | - | 01 |
| 6. | Assistant General Manager (HR) Rs. 70,000 – 2,00,000/- (E4) | Contract (05yrs) / Deputation | 01 | - | - | - | - | 01 |
| 7. | Assistant Manager (Operations) Rs. 50,000 – 1,60,000/- (E2) | Contract (05yrs) / Deputation | 01 | - | - | - | - | 01 |
| 8. | Assistant Manager (Operations / Labour Compliance) Rs. 50,000 – 1,60,000/- (E2) | Contract (05yrs) / Deputation | 01 | - | - | - | - | 01 |
| 9. | Deputy Engineer (Safety) Rs. 50,000 – 1,60,000/- (E2) | Contract (05yrs) / Deputation | 01 | - | - | - | - | 01 |
| 10. | Jr. Engineer -II (RS) Rs. 35,280 – 67,920/- (W6) | Contract (05yrs) | 01 | - | - | - | - | 01 |
| | Total | | 10 | 00 | 00 | 00 | 01 | 11 |

• **Note :**

- Age, qualification and experience would be as on **01st September 2024**.
- For detailed advertisement, Recruitment Rules, eligibility requirements and other instructions for filling the above posts please visit www.mmrcl.com.
- Online registration will start from **14th September 2024 at 10:00 Hrs.** and will end on **12th October 2024 at 23:59 Hrs.**

Date: 14th September, 2024

Place: Mumbai

Sd/-
(Ashwini Bhide, I.A.S)
Managing Director
Mumbai Metro Rail Corporation Ltd.



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Website: www.mmrc.com

| Sr. No. | Designation | Grade/ Pay scale | No. of post | Age | Qualification | Experience | |
|---------|-------------------------------------|---|------------------------|---|---|---|--|
| | | | | | | Mandatory | Desirable |
| 1. | Deputy General Manager (Operations) | Grade (E5) Rs. 80,000 – 2,20,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 40 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time bachelor’s degree in Electrical/ Mechanical / Electronics / Electronic & Telecommunication Engineering or bachelor’s degree in PCM from Govt. recognized and reputed university | <ul style="list-style-type: none"> • Sr. Scale officer having total minimum 06 years of service in GROUP 'A' and with minimum 02 years post-qualification experience in “Desirable” domain for the post or • Officers working in Sr. scale having total minimum 09 years’ service in GROUP 'B' and with minimum 02 years post-qualification experience in “Desirable” domain for the post or • Total minimum 09 years of post-qualification executive grade experience in the “Desirable” domain for the post, with minimum 02 years’ experience in next below grade (Rs. 70,000 – 2,00,000/-) in IDA pay scale; or • Total minimum 09 years of post-qualification experience in executive grade in government entities like Metro rail corporations in “Desirable” domain for the post, currently working in one scale lower or equivalent or • Total minimum 09 years of post-qualification experience in reputed private sector in executive grade in the “Desirable” domain for the post at a minimum CTC of Rs. 12 Lakhs. | <ul style="list-style-type: none"> • Candidate should have experience of working in Railways/ Metros/ other Railway PSUs in Operation department. • Sr. scale officers from Indian Railway Services should have minimum 02 years of experience in handling Railway Operations. • Well conversant with MRGR, Operations management, Train management and rules pertaining to safe train operation, trip chart, weekly block, preparation of various operating procedures, and experience of OCC. |



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|---------|--|---|------------------------|---|---|---|--|
| | | | | | | Mandatory | Desirable |
| 2. | Deputy General Manager (Operations Safety) | Grade (E5) Rs. 80,000 – 2,20,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 40 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time bachelor’s degree in Electrical/ Mechanical / Civil / Electronics / Electronic & Telecommunication Engineering or Bachelor’s degree in PCM from Govt. recognized and reputed university | <ul style="list-style-type: none"> • Sr. Scale officer having total minimum 06 years of service in GROUP 'A' and with minimum 02 years post-qualification experience in “Desirable” domain for the post or • Officers working in Sr. scale having total minimum 09 years’ service in GROUP 'B' and with minimum 02 years post-qualification experience in “Desirable” domain for the post or • Total minimum 09 years of post-qualification executive grade experience in the “Desirable” domain for the post, with minimum 02 years’ experience in next below grade (Rs. 70,000 – 2,00,000/-) in IDA pay scale; or • Total minimum 09 years of post-qualification experience in executive grade in government entities like Metro rail corporations in “Desirable” domain for the post, currently working in one scale lower or equivalent or • Total minimum 09 years of post-qualification experience in reputed private sector in executive grade in the “Desirable” domain for the post at a minimum CTC of Rs. 12 Lakhs. | <ul style="list-style-type: none"> • Candidate should have experience of working in Railways/ Metros/ other Railway PSUs in Operation department. • Sr. scale officers from Indian Railway Services should have minimum 02 years of experience in handling Railway Operations. • Candidate should have knowledge of providing safety briefing, training & conducting competencies of Railways/ Metros/ Railway PSUs personnel. • Preference will be given to candidates having experience in Operation Safety & conducting internal safety audits. |



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| Sr. No. | Designation | Grade/ Pay scale | No. of post | Age | Qualification | Experience | |
|---------|--|--|------------------------|---|---|---|--|
| | | | | | | Mandatory | Desirable |
| 3. | Assistant General Manager (Operations) | Grade (E4) Rs.70,000 – 2,00,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 40 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time bachelor’s degree in mechanical/ electrical/ Electronics / Electronics and Telecommunication Engineering. | <ul style="list-style-type: none"> Jr. Scale officer having total minimum 07 years of service with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA PayScale of Rs. 50, 000 – 1,60,000/- with minimum 02 years post-qualification experience in “Desirable” domain for the post or Officer currently working in Sr. Scale of Rs. 6,600/- (CDA) or IDA pay scale of Rs. 60,000 – 1,80,000/- with total minimum of 07 years of post-qualification experience with 02 years’ experience in “Desirable” domain for the post or Total minimum 07 years of post-qualification experience in Executive grade in Government entities in “Desirable” domain for the post or Total minimum 07 years of post-qualification experience in reputed Private sector in Executive grade in “Desirable” domain for the post with minimum CTC of Rs. 08 Lacs. | <ul style="list-style-type: none"> To be well conversant with MRGR, operations management, train management and rules pertaining to safe train operation, preparation of timetable, trip chart, roster, weekly block, preparation of various operating procedures, experience of OCC. Experience of working on Metro Rail Projects in the field of planning, studying general arrangement drawings, reviewing Stations, Track, Signalling and OHE layouts, identifying critical elements from operations perspective |



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|---------|---|--|-------------------------------|---|--|---|--|
| | | | | | | Mandatory | Desirable |
| 4. | Assistant General Manager (Rolling Stock) | Grade (E4) Rs. 70,000 – 2,00,000/- (IDA Pay scale) | 02 posts, (UR – 01 & ST - 01) | Maximum 40 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time Degree / Diploma in Mechanical/ Electrical/ Electronics / Electrical & Electronics / Electronics & Telecommunication Engineering from a recognized and reputed university. | <ul style="list-style-type: none"> Jr. Scale officer having total minimum 07 years of service with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA PayScale of Rs. 50,000 – 1,60,000/- with minimum 02 years post-qualification experience in “Desirable” domain for the post Or Officer currently working in Sr. Scale of Rs. 6,600/- (CDA) or IDA pay scale of Rs. 60,000 – 1,80,000/- with total minimum of 07 years of post-qualification experience with 02 years’ experience in “Desirable” domain for the post Or Total minimum 07 years of post-qualification experience in Executive grade in Government entities in “Desirable” domain for the post Or Total minimum 07 years of post-full year Degree experience in reputed Private sector in Executive grade in “Desirable” domain for the post with minimum CTC of Rs. 08 Lacs. Or Total minimum 12 years of post-full year Diploma experience in reputed Private sector in Executive grade in “Desirable” domain for the post with minimum CTC of Rs. 08 Lacs. | <ul style="list-style-type: none"> Candidates should have working experience with construction of Metro Rail Projects in Railways/ Metros/ Other PSUs / dealing with Rolling Stock Systems and Depot-Plant and Equipment. Candidate should be able to deliver assignments related to design review, installation, testing & commissioning and maintenance of Electrical & Mechanical systems related to Rolling Stock and Depot-Plant and Equipment. Candidate with experience of working of modern urban rail systems will be preferred. Candidate should be conversant with international competitive bidding, computerized environment working and latest Rolling Stock technologies. |



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|---------|------------------------------------|--|------------------------|---|---|--|---|
| | | | | | | Mandatory | Desirable |
| 5. | Assistant General Manager (Safety) | Grade (E4) Rs. 70,000 – 2,00,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 40 years (Age is relaxable for deserving/ internal /deputation candidates) | 1) Full time bachelor’s degree in Civil / Electrical / Mechanical degree from recognized and reputed university & 2) Post Graduate Diploma in Industrial Safety from Central Labour Institute (CLI) or Regional Labour Institute (RLI) | <p><u>Candidates having experience in Handling Occupational Health and Safety Regulations in accordance with Factories Act 1948/BOCW Act 1996 and all applicable Railways Act as per subsequent points:</u></p> <ul style="list-style-type: none"> Jr. Scale officer having total minimum 07 years of service with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA PayScale of Rs. 50,000 – 1,60,000/- with minimum 02 years post-qualification experience in “Desirable” domain for the post or Officer currently working in Sr. Scale of Rs. 6,600/- (CDA) or IDA pay scale of Rs. 60,000 – 1,80,000/- with total minimum of 07 years of post-qualification experience with 02 years’ experience in “Desirable” domain for the post or Total minimum 07 years of post-qualification experience in Executive grade in Government entities in “Desirable” domain for the post or Total minimum 07 years of post-qualification experience in reputed Private sector in Executive grade in “Desirable” domain for the post with minimum CTC of Rs. 08 Lacs. | <ul style="list-style-type: none"> Candidates should of working on construction safety in Railways/Metro/other PSU’s or other Govt. /Semi Govt. organisations on major infrastructure work, directly or through consulting agencies. The experience in labour compliances through Shram Suvidha portal will be added advantage. |



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| | | | | | | Mandatory | Desirable |
| 6. | Assistant General Manager (HR) | Grade (E4) Rs. 70,000 – 2,00,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 40 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time Post graduation in master’s in human resource management/ PMIR/ HRM and Graduation in any discipline from Govt. recognized and reputed university. | <ul style="list-style-type: none"> Jr. Scale officer having total minimum 07 years of service with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA PayScale of Rs. 50, 000 – 1,60,000/- with minimum 02 years post-qualification experience in “Desirable” domain for the post or Officer currently working in Sr. Scale of Rs. 6,600/- (CDA) or IDA pay scale of Rs. 60,000 – 1,80,000/- with total minimum of 07 years of post-qualification experience with 02 years’ experience in “Desirable” domain for the post or Total minimum 07 years of post-qualification experience in Executive grade in Government entities in “Desirable” domain for the post or Total minimum 07 years of post-qualification experience in reputed Private sector in Executive grade in “Desirable” domain for the post with minimum CTC of Rs. 08 Lacs. | <ul style="list-style-type: none"> Candidates with experience of working in HR/ IR in metro rail industry especially with experience of training, recruitment (Projects and O&M employees) and Coordination with Departments of Central & State Governments will be preferred Candidates should have strong communication and managerial skills with exposure to cross functional areas of HR/IR and Administration Expertise in manpower planning, training, skill gap analysis, identifying training needs, recruitment, Performance Management System (PMS), capacity building, employee engagement, employee retention, handling leased accommodation and quarters related matters, development and implementation of HR Policies, vehicle management, record management, tendering, statutory compliances, budgeting, RTI, handling all assembly matters, Govt. correspondence and other HR/ administrative matters Demonstrated ability to drive HR processes and to deliver high quality HR services in a fast paced, high change environment etc. |



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|---------|--------------------------------------|--|----------------------------------|--|--|---|--|
| | | | | | | Mandatory | Desirable |
| 7. | Assistant Manager (Operations) | Grade (E2) Rs. 50,000 – 1,60,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 35 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time B.E./ B. Tech in Mechanical /Electrical / Electronics & Telecommunication / Instrumentation Engineering or Bachelor’s degree in PCM from Govt. recognized and reputed university. | <ul style="list-style-type: none"> • Sr. Supervisor having total minimum 04 years of experience in Grade Pay of Rs. 4,600/- with minimum 02 years post qualification experience in “desirable” domain for the post or • Officer currently working in Jr. Scale with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA with minimum 02 years’ experience in “desirable” domain for the post; or • Total minimum 04 years of experience in Supervisory grade of Rs. 40,320 – 77,540/- (W7) in IDA pay scale with minimum 02 years post qualification experience in “desirable” domain for the post; or • Total minimum 04 years of post-qualification experience in Executive grade in Government entities in “desirable” domain for the post; or • Total minimum 05 years of post-qualification experience in reputed Private sector in Executive grade in “desirable” domain for the post with minimum CTC of Rs. 05- 06 Lacs. | <ul style="list-style-type: none"> • Should have worked as Depot Controller / OCC controller/ Station Controller for at least one year and understand Safety in Train Operations working. • Should have a good understanding of Metro Railway General Rules. • Experience in Contract Management including RFP, Tendering, Technical/Financial evaluations, award and execution of contract, verification of invoices / billing process, monitoring service level agreement / supply requirement. • The experience should include OCC Working/ Operating Trains/ Stations Working and upkeep/ dealing with operations revenue/ Crew control functions/ draw-out rosters/ train management/ operations training/ station management and developing operations procedures etc. in Railway/ Metro Rail. |



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|---------|--|--|----------------------------------|--|---|---|---|
| | | | | | | Mandatory | Desirable |
| 8. | Assistant Manager (Operations / Labour Compliance) | Grade (E2) Rs. 50,000 – 1,60,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 35 years (Age is relaxable for deserving/ internal /deputation candidates) | Full time B.E./ B. Tech in Mechanical /Electrical / Electronics & Telecommunication / Instrumentation Engineering or equivalent from Govt. recognized and reputed university. | <ul style="list-style-type: none"> • Sr. Supervisor having total minimum 04 years of experience in Grade Pay of Rs. 4,600/- with minimum 02 years post qualification experience in “desirable” domain for the post or • Officer currently working in Jr. Scale with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA with minimum 02 years’ experience in “desirable” domain for the post; or • Total minimum 04 years of experience in Supervisory grade of Rs. 40,320 – 77,540/- (W7) in IDA pay scale with minimum 02 years post qualification experience in “desirable” domain for the post; or • Total minimum 04 years of post-qualification experience in Executive grade in Government entities in “desirable” domain for the post; or • Total minimum 05 years of post-qualification experience in reputed Private sector in Executive grade in “desirable” domain for the post with minimum CTC of Rs. 05- 06 Lacs. | <ul style="list-style-type: none"> • Candidates should have worked in operations team of Railways/Metro for at 01 year and understand the third-party Contract Management. • Candidates should have good understanding of station working and station management. • Knowledge of various statutory acts like CLRA, Minimum wages etc and their compliance requirement. Experience in review and verification of Statutory compliances documents. • Monitoring Labour Compliances, Audits and Inspections, Laision with Labour office, Monitoring Labour law revision and its implementation, maintaining records. • Diploma /certificate in labour laws / statutory compliances is preferable. |



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| Sr. No. | Designation | Grade/ Pay scale | No. of post | Age | Qualification | Experience | |
|---------|--------------------------|---|-------------------------------|---|---|---|---|
| | | | | | | Mandatory | Desirable |
| 9. | Deputy Engineer (Safety) | Grade (E2) Rs. 50,000 – 1,60,000/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 35 years (Age is relaxable for deserving/ internal /deputation candidates) | 1) Full time bachelor’s degree in civil / electrical / mechanical degree from recognized and reputed university & 2) Post Graduate Diploma in Industrial Safety from Central Labour Institute (CLI) or Regional Labour Institute (RLI) | <p><u>Candidates having experience in Handling Occupational Health and Safety Regulations in accordance with Factories Act 1948/BOCW Act 1996 and all applicable Railways Act as per subsequent points:</u></p> <ul style="list-style-type: none"> • Sr. Supervisor having total minimum 04 years of experience in Grade Pay of Rs. 4,600/- with minimum 02 years post qualification experience in “desirable” domain for the post or • Officer currently working in Jr. Scale with Grade Pay of Rs. 5,400/- (CDA) or its equivalent in IDA with minimum 02 years’ experience in “desirable” domain for the post; or • Total minimum 04 years of experience in Supervisory grade of Rs. 40,320 – 77,540/- (W7) in IDA pay scale with minimum 02 years post qualification experience in “desirable” domain for the post; or • Total minimum 04 years of post-qualification experience in Executive grade in Government entities in “desirable” domain for the post; or • Total minimum 05 years of post-qualification experience in reputed Private sector in Executive grade in “desirable” domain for the post with minimum CTC of Rs. 05- 06 Lacs. | <ul style="list-style-type: none"> • Candidates should of working on construction safety in Railways/Metro/other PSU’s or other Govt. /Semi Govt. organisations on major infrastructure work, directly or through consulting agencies. • The experience in labour compliances through Shram Suvidha portal will be added advantage. |



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| Sr. No. | Designation | Grade/ Pay scale | No. of post | Age | Qualification | Experience | |
|---------|------------------------|--|-------------------------------|---|--|--|---|
| | | | | | | Mandatory | Desirable |
| 10. | Jr. Engineer - II (RS) | Grade (W6) Rs. 35,280 – 67,920/- (IDA Pay scale) | 01 post, (UR Category) | Maximum 35 years (Age is relaxable for deserving/ internal candidates) | Full Time Degree/ Diploma in Mechanical/ Electrical / Electrical & Electronics / Electronics & Telecommunication Engineering from Recognized Institute / University / College. | <p><u>For Government Employee:</u> Total minimum of 05 years’ post qualification experience with minimum 02 years of experience in next below grade in IDA Pay Scale of Rs. 34,020 – 64,310/- (W5 Grade) or equivalent CDA scale with past experience of Metro/ Railway Sector of any Private / Govt. Entity in desirable domain.</p> <p><u>For Private Sector Employee:</u> Total minimum 06 years of post-qualification experience in reputed private sector in responsible position in “desirable” domain for the post with the minimum CTC of Rs. 04 Lacs.</p> | <ul style="list-style-type: none"> • Candidates should have experience of working in construction projects of Railways/ Metro/ other PSUs/ Private sector dealing with commissioning of rolling stock and maintenance vehicles • Adequate experience in supervising TCMS, traction power, motoring and braking, coordination between various contractors at site • Should have exposure in managing and controlling various types of documentation. • Candidates with experience of working on projects for urban rail systems will be preferred. |

Recruitment Guidelines

1) Selection Procedure:

Candidates applying for the posts mentioned in the advertisement will be called for Personal Interview. MMRCL reserves the right to shortlist the Candidates for Personal Interview. The Candidates will be shortlisted for interview, based on their eligibility/ experience in the relevant field. Candidate may be asked to submit any other documents required by the scrutiny committee and he/ she is liable to produce the same. Selection criteria are relaxable for deserving Candidates with very sound background on discretion of committee for Scrutiny/ Selection.

2) Surety Bond:

The candidates selected for the above posts will have to execute a **surety bond of stipulated amount as mentioned below as per MMRCL Surety & Training Cost Recovery Bond Policy –**

| Sr. No. | Grade | Applicable Surety Bond | Applicable Training cost | Applicable service period in lieu of Surety Bond |
|---------|---------|------------------------|--------------------------|--|
| 1. | E4 - E7 | Rs. 2,00,000/- | Rs. 43,000/- | 03 years |
| 2. | E1 - E3 | Rs. 1,50,000/- | Rs. 43,000/- | 03 years |
| 3. | W5-W8 | Rs. 50,000/- | Rs. 22,000/- | 03 years |

Note - MMRCL Surety & Training Cost Recovery Bond Policy is not applicable in case of appointment on deputation basis.

3) Reservations / Relaxations / Concessions:

Reservations / Relaxation / Concessions would be given to SCs/STs/OBCs (Non-Creamy Layer)/ Person with Disability (PWD)/ Ex-Servicemen candidates as per guidelines issued by Govt. of India from time to time.

Abbreviations used:

SC – Scheduled Caste

ST - Scheduled Tribe

OBC – Other Backward Class (Non - Creamy Layer)

UR – Unreserved

EWS – Economically Weaker Sections

Age Relaxations would be given as per following:

| Sr. No | Category of Candidate | Age Relaxation |
|--------|---|--|
| (a) | Scheduled Caste (SC) and Scheduled Tribe (ST) | By 05 years |
| (b) | Other Backward Class (OBC) Non - Creamy Layer | By 03 years |
| (c) | Person with Disabilities (PWD) | By 10 years (SC/ST) By 08 years (OBC) By 05 years (Unreserved) |
| (d) | Children / Family members of those who died in the 1984 riots | By 05 years |
| (e) | Ex-Servicemen: (Details at Annexure 'A') | By 05 years |

Reservation for EWSs in direct recruitment is applicable as per DoPT OM No. 36039/1/2019- Esst. (Res), dated 31.01.2019.

For deserving internal candidates, suitable relaxation in Age, work experience & post-qualification experience shall be considered.

4) Pay Scale, Allowances & Perquisites: (On Deputation)

The terms and conditions including pay scale etc. of the candidates appointed on deputation will be governed by DOPT/ DPE/ GOI guidelines as applicable.

5) How to Apply:

- i. Candidates are required to apply online only through MMRCL official website: **www.mmrcl.com --- >Careers --> MMRCL Recruitment Advertisement 2024-03.** **(No other modes of application will be accepted).**
- ii. Candidates are required to have valid personal E-mail ID & Mobile No. It should be kept active during the recruitment process. MMRCL will send intimation of personal interview and any other information regarding your application only through the registered E-mail ID.
- iii. The online registration will remain active from **14th September 2024 at 10:00 Hrs. and will end on 12th October 2024 at 23:59 Hrs only.** In order to avoid last minute rush, the candidates are advised to apply early enough. MMRCL will not be responsible for network problem or any other problem of this nature & non-submission of online application during the last days due to heavy rush etc.
- iv. All the fields in the online application form should be filled up carefully. After submission of application, no modification will be permitted.
- v. Candidates will have to upload scan copy of updated Resume, and passport size photograph (.jpg/ .jpeg) and recent pay slip in .pdf format along with their application.
- vi. **Candidate are required to clearly indicate whether they are applying against the vacancy for consideration on Regular or Contract or Deputation basis.**
- vii. Candidates belonging to Government Sector are required to forward their application in prescribed format on postal address given below along with (i) Latest Resume, photograph, all educational qualification certificates and all work experience certificates, (ii) No Objection Certificate (As per the enclosed format), (iii) Attested copies of ACR's/APR's of last 05 (five) years, (iv) Certificate stating that no vigilance case is either pending or contemplated against the officer, (v) No Penalty Certificate stating that no major/ minor penalty has been imposed on the officer or a statement giving details of major/ minor penalties imposed on the officer, if any, during the last 10 years.

Postal Address:

| |
|--|
| <p><u>THE ENVELOPE SHOULD BE PROPERLY SEALED AND SUPERSCRIBED</u></p> <p><u>WITH</u></p> <p>Name of the post _____</p> <p>To, Sr. Deputy General Manager (HR), Mumbai Metro Rail Corporation Limited, MMRCL –Line 3 Transit Office, E Block, Bandra Kurla Complex, Bandra (East), Mumbai- 400051</p> |
|--|

6) General: Most Important

- i. Age, qualification and experience would be as on **01st September 2024**.
- ii. In case of educational qualifications, in addition to an institute being approved by UGC/ AICTE; the particular Degree/ Diploma awarded by that institute is also required to be an approved Degree/ Diploma.
- iii. While applying for the above post, the applicant should ensure that he/she fulfils the eligibility and the norms mentioned above on the specified dates and the particulars furnished by him/ her are correct in all respects. In case, it is detected at any stage of recruitment that Candidate does not fulfil the eligibility norms 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 appointment his/ her services are liable to be terminated.
- iv. MMRCL reserves the right to change the number of vacancies and cancel/ restrict/ modify/ alter and modify the recruitment criteria's during the recruitment process if required, without issuing any further notice or assigning any reason thereof.
- v. Incomplete applications or applications received after the due date will be summarily rejected. MMRCL is not responsible for Loss/ delay in post.
- vi. MMRCL is not responsible for any printing error that might have inadvertently crept in.
- vii. **Candidates employed in Govt. Dept. / PSU/ Autonomous Body should forward their application through proper channel and must produce "NOC" from the present employer on the date of interview. (Format is enclosed below)**
- viii. No Travelling Allowances/ reimbursement will be paid to the candidate for appearing for Interview and pre-appointment medical examination.

7) Important Dates:

| | | |
|----|--|---------------------------------------|
| a) | Starting date for accepting applications | 14th September 2024 |
| b) | Closing date for accepting applications | 12th October 2024 |

Date: 14th September, 2024

Place: Mumbai

Sd/-
(Ashwini Bhide, I.A.S)
Managing Director
Mumbai Metro Rail Corporation Ltd.

ANNEXURE 'A'

Notes :-

- (i) An **ex-serviceman** who has once joined a Govt. job on the civil side after availing of the benefits given to him as an ex-serviceman for his re-employment, his ex-servicemen status for the purpose of re-employment in Govt. ceases.
- (ii) The relaxation in upper age limit is allowed on a cumulative basis as per Govt. Guidelines.
- (iii) All persons who are eligible for age relaxation under 3(d) of the detailed AD must produce the domicile certificate at the time of interview from the district Magistrate in the Kashmir Division within whose jurisdiction he / she had ordinarily resided or any other authority designated in this regard by Government of J & K to the effect that the candidate had ordinarily been domiciled in the Kashmir Division of the State of J & K during 01-01-1980 to 31-12-1989.
- (iv) **Ex-Servicemen (for all posts as indicated In the Detailed AD):**
05 years relaxation is allowed in case of Ex-servicemen. (Including ECOs/ SSCOs) provided applicants have rendered at least 05 years military service and have been released on completion of assignment (including those whose assignment is due to be completed within 06 months) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency or on account of physical disability or have been released on account of physical disability attributable to military service or on invalidment. ECOs/ SSCOs who have completed their initial period of assignment of five years of Military Service but whose assignment has been extended beyond five years and in whose case the Ministry of Defence issues certificate that they would be released on selection within three months from the date of receipt of offer of appointment.

Declaration to be signed by the Candidate

I hereby certify that above particulars mentioned in the application are correct and true to the best of my knowledge and belief and no material fact/information has been suppressed or concealed there from.

PLACE:
DATE:

SIGNATURE OF THE APPLICANT
NAME:

(Certificate to be furnished by the Employer/Head of office/ Forwarding Authority)

Certified that the information/ details provided in the above application by the applicant are true and correct as per the records. He/ She fulfils the eligibility criteria as prescribed for the grade applied by him/ her. **If selected, he/ she will be relieved immediately.**

It is also certified :-

- i. That there is no vigilance / disciplinary case or criminal case pending or contemplated against Shri / Smt./ Ms. _____
- ii. That his / her integrity is certified.
- iii. That the photocopies of the ACRs / APAR for the last three years are enclosed. (iv) That no major / minor penalty has been imposed on him / her during that last ten years or a list of major / minor penalties imposed on him / her during the last ten years is enclosed (as the case may be).

Place: _____

Signature _____

Date: _____

Name _____

Designation _____

Tel. No. _____

Office Seal

List of enclosures:

