



ED (HR)	No. <i>Gr 229</i>
	In. Dt. <i>13.4.18</i>
	Out. Dt. <i>19.4.18</i>

MD/M. S. E. T. C. L.
Inward *Gr 491*
Date *13/4/18*

Mumbai Metro Rail Corporation Limited
(JV of Govt. of India and Govt. of Maharashtra)

No. HR/MMRC- *1110* /2018(Vacancy notice)

Date: 11th April, 2018

To,

Chairman & Managing Director,
Maharashtra State Electricity Transmission Company Limited
C-19, E-Block, MSETCL,
Prakashganga, Bandra Kurla Complex,
Bandra (East) Mumbai - 400 051



Subject: - Appointment of General Manager (Electrical) in MMRC

Dear Sir,

Mumbai Metro Rail Corporation Limited is a Joint Venture Company of Govt. of India (GOI) and Govt. of Maharashtra (GOM) established to implement Mumbai Metro Line- 3 from Colaba to SEEPZ fully underground corridor. Project is being implemented with JICA loan assistance, equity & subordinate debt by GOI and GOM.

MMRCL intends to appoint qualified and experienced professionals from PSU's/ Government Companies/ Metro Rail Companies and other statutory bodies. Therefore, MMRCL Recruitment Advertisement 2018-03 for the following post has been published on 04th & 5th April, 2018 in newspapers is attached herewith.

Sr. No.	Name of Post	Unreserved	Total
1.	General Manager (Electrical) IDA Pay Scale: 51,300 – 73,000/-	01	01

In the above context, this is to bring to you and your employees' notice that the eligible and interested candidates can apply for the post advertised, through proper channel, to Managing Director, MMRCL, on or before 21st May, 2018.

MMRCL Recruitment Advertisement 2018-03, recruitment rules and all other relevant information is available on www.mmrc.com under career portal and same are enclosed herewith.

CIN U60100MH2008SGC181770

Office Address: NaMTTRI Building, Plot # R 13, E Block, BKC, Bandra (E), Mumbai - 400 051
T +91 22 2638 4602 F +91 22 2659 2005 E mumbaimetro3@mmrc.com www.mmrc.com

Registered Office: MMRDA Building, BKC, Bandra (E), Mumbai - 400 051

EDCH

AGMHR-RLC
220418

[Signature]
17/4

Sh. samir m
20/4/18

GM/HR-MP
20/4/18

It is requested to give wide publicity, the vacancy notices may be internally circulated and kindly send nominations of eligible officers as per MMRCL advertisement attached herewith, on or before 21st May, 2018.

Yours faithfully,



**(Ashwini Bhide, IAS)
Managing Director**

Enclosures:

1. MMRCL Recruitment Advertisement 2018- 03
2. Application form



MUMBAI METRO RAIL CORPORATION LIMITED

(A JV company of Govt. of India and Govt. of Maharashtra)

NaMTTRI Building, Plot # R-13, 'E' Block, Bandra-Kurla Complex, Bandra (E),
Mumbai - 400 051. Website: www.mmrcl.com

Advt. No: MMRCL/HR-Rect./2018-03

MMRCL Recruitment Advertisement 2018-03

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

Sr. No.	Name of Post	Pay Scale (IDA)	Unreserved (UR)	Total
1.	General Manager (Electrical)	Rs. 51,300 – 73,000/-	01	01

• **Note:**

1. Age, qualification and experience would be as on **01st April, 2018**.
2. Online application will start from **04th April, 2018 at 10.00 Hrs.** and will end on **21st May 2018 at 23.59 Hrs.**
3. For detailed advertisement, Recruitment Rules, eligibility requirements and other instructions for filling the above post please visit www.mmrcl.com.

Date: 04th April, 2018

Place: Mumbai

Sd/-

(Ashwini Bhide)

Managing Director

Mumbai Metro Rail Corporation Ltd.

**MUMBAI METRO RAIL CORPORATION LIMITED**

(A JV company of Govt. of India and Govt. of Maharashtra)

RECRUITMENT RULES FOR THE POST OF GENERAL MANAGER (ELECTRICAL)

1.	Name of post	General Manager (Electrical)
2.	Number of Post	01
3.	Category	Unreserved (UR)
4.	Type of Employment	Regular/ Deputation basis
5.	Grade	E8
6.	Pay scale	IDA Pay Scale - Rs. 51,300 – 73,000/-
7.	Age limit	Not exceeding 53 years as on 01 st April, 2018 (Age is relaxable for deserving/ internal /deputation candidates, having atleast 03 years residual service)
8.	Qualification	Degree in Electrical Engineering from recognized and reputed university.
9.	Mandatory Experience	SAG/Non-Functional SAG of IRSEE (Indian Railways Services of Electrical Engineers) cadre of Indian Railways. OR Total minimum 18 (Eighteen) years of experience with minimum 02 (Two) years of experience in next below E7 Grade (Rs. 43,200 – 66,000) in IDA Pay scale. OR Total minimum 18 (Eighteen) years of experience in reputed private sector in Executive grade in “Desirable” domain for the post. The candidate from Private sector should have the working experience in a firm of repute and a minimum CTC of Rs. 20 Lakhs.

10.	Desirable Experience	1. Candidate should have experience of working in Construction projects of Railways/ Metro Rail Projects or Other PSUs/ Private sectors, dealing with relevant Electrical Works for underground/ elevated metro/ rail projects in urban/ suburban environment which may include consultancy works related to urban rail projects. 2. Candidate should be conversant with International Competitive Bidding including experience/ knowledge of complying with Project related requirements of international funding institutions. 3. Candidate should be conversant with computerized environment working and should have knowledge of latest Electrical Systems/ Technologies etc. 4. Candidate with experience of working of modern Urban Rail systems will be preferred.
11.	Roles & Responsibilities	1. As Executive of MMRCL, will report to the Managing Director of the Company through Director (Systems). 2. As Head of Electrical Department, shall be responsible for managing in all respects of Electrical works related to Metro Rail Project undertaken by MMRCL (for e.g. E&M, Lifts & Escalators, Tunnel Ventilation & Environmental Control System, Power Supply & 25kV Traction, Metro Car Depot etc.), including their Operations & Maintenance (O&M) post commissioning. 3. Any other work assigned by Management from time to time.

Recruitment Guidelines

1) Selection Procedure:

Candidates applying for the post 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 Rs. 3,00,000/- (Three Lakhs) & 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, will be required before seeking resignation from the corporation.

(Training cost recovery may be done as per Clause 4.21 as mentioned above from the regular and contract Employees as applicable to their Post/ Grade/ Level. Further a primary training cost recovery from MMRCL Employees will be recovered in the event of pre-mature separation/ resignation/ termination of an amount of Rs. 43,000/- for Executives).

3) How to Apply :

- a) Candidates are required to apply online only through MMRCL official website: **www.mmrccl.com --->Careers --> MMRCL Recruitment Advertisement 2018-03.**
- b) 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.
- c) The online registration will remain active **04th April, 2018 to 21st May 2018 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.
- d) All the fields in the online application form should be filled up carefully. There will be a pre-view of the application filled in by the candidate before submitting the application, so that it can be edited. After submission of application, no modification will be permitted.
- e) 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.
- f) Candidate are required to clearly indicate whether they are applying against the vacancy for consideration on **Deputation or on Regular basis.**

- g) Candidate are required to forward application in prescribed format attached with advertisement on postal address given below along with Latest Resume, photograph, all educational qualification certificates and all work experience certificates.
- h) In case of Govt. Employees, candidates are required to submit their application through proper channel along with (i) Latest Resume, (ii) No Objection Certificate (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.
- i) **Postal Address:**

THE ENVELOPE SHOULD BE PROPERLY SEALED AND SUPERSCRIBED

WITH

Name of the post _____

To,

The Managing Director,

Mumbai Metro Rail Corporation Limited,

NaMTTRI Building, Plot # R13, E Block,

Bandra Kurla Complex, Bandra (East),

Mumbai- 400051

4) General: Most Important

- a) Age, qualification and experience would be as on **01st April, 2018.**
- b) 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.
- c) 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.
- d) MMRCL reserves the right to shortlist the candidates, change the number of vacancies and cancel / restrict/ modify/ alter the recruitment process, if required, without issuing any further notice or assigning any reason thereof.
- e) Incomplete applications or applications received after the due date will be summarily rejected. MMRCL is not responsible for loss/delay in post.
- f) MMRCL is not responsible for any printing error that might have inadvertently crept in.

- g) 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.
- h) **The candidates applying for the aforesaid post are required to produce "NOC" from their current employer indicating employer's willingness to relieve the candidate either on deputation or on absorption basis or both in case of selection.**
- i) No Travelling Allowances/ reimbursement will be paid to the Candidate for appearing for Interview and pre-appointment medical examination.

5) Important Dates:

a)	Starting date for accepting applications	04th April, 2018
b)	Closing date for accepting applications	21st May, 2018

Date: 04th April, 2018

Place: Mumbai

**Sd/-
(Ashwini Bhide)
Managing Director
Mumbai Metro Rail Corporation Ltd**



MUMBAI METRO RAIL CORPORATION LIMITED
(A JV company of Govt. of India and Govt. of Maharashtra)
NaMTTRI Building, Plot # R-13, 'E' Block, Bandra-Kurla Complex,
Bandra (E), Mumbai - 400 051. Website: www.mmrcl.com

Application Form

ANNEXURE I

**AFFIX A
RECENT
PASSPORT
SIZE SELF
ATTESTED
PHOTOGRAPH**

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

SR. NO.	DETAILS	PARTICULARS				
1	POST NAME					
2	APPLICANT NAME (Sh./Smt./Ms.)					
3	FATHER'S / HUSBAND'S NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01st April, 2018	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 QUALIFICATIONS					
	Qualification	Particulars	Specialization	Institute / University	% or CGPA	Passing Year
A	GRADUATION					
B	POST GRADUATION					
C	OTHER					

12	WORK EXPERIENCE (AS ON LAST DATE OF APPLICATION) (FILL ONLY THE APPLICABLE COLUMNS)			
	TOTAL EXECUTIVE EXPERIENCE	YEARS	MONTHS	DAYS
	DETAILS OF EXPERIENCE (separate sheet may be attached if required)			
	Organization Name	Post Held	Pay Scale	Period (From- To) dd/mm/yy — dd/mm/yy
A				
B				
C				
D				
E				
F				
G				
II	BRIEF DESCRIPTION OF THE WORK EXPERIENCE OF CURRENT ORGANIZATION			
13	WHETHER ANY PUNISHMENT WAS AWARDED TO APPLICANT IN LAST 10 YEARS		YES / NO	
	IF YES, DETAILS OF CASE			
14	WHETHER ANY ACTION OR INQUIRY IS GOING ON AGAINST APPLICANT		YES / NO	
	IF YES, DETAILS OF INQUIRY			
15	NOC FROM CURRENT EMPLOYER ENCLOSED (IN CASE OF GOVT. OR PSU APPLICANT)		YES / NO	

16	ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 05 YEARS ENCLOSED (IN CASE OF GOVT. OR PSU APPLICANT)	
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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: _____

Documents to be enclosed (whichever applicable)

1. Educational Certificates (Graduation, Post-Graduation & Others)
2. Work Experience Certificate
3. NOC from Employer along with D&AR & Vigilance Clearance (In case of Govt. or PSU Applicant)
4. APAR Last 5 years (In case of Govt. or PSU Applicant)
5. Others (in case)