



## 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.mmrc.com](http://www.mmrc.com)

Advt. No: MMRCL/HR-Rect./2017-05

### MMRCL Recruitment Advertisement 2017-05

Mumbai Metro Rail Corporation Limited a Joint Venture company of Govt. of India and Govt. of Maharashtra is implementing Colaba-Bandra-Andheri (SEEPZ) Metro Line-3 in Mumbai. MMRCL intends to appoint qualified and experienced professionals for the following post on Deputation/ Regular/ Contract basis:

| Sr. No. | Name of Post                                  | Pay Scale (IDA)       | Unreserved (UR) |
|---------|-----------------------------------------------|-----------------------|-----------------|
| 1.      | Senior Deputy General Manager (Rolling Stock) | Rs. 36,600 – 62,000/- | 01              |
| 2.      | Assistant Manager (PR)                        | Rs. 20,600 – 46,500/- | 01              |

• **Note:**

1. The post at Sr. No. 1 is to be filled on Regular/ Deputation basis and post at Sr. No. 2 is to be filled on Contract basis for a period of 5 years.
2. MMRCL reserves the right to alter any of the advertised conditions depending upon the circumstances and the candidates are bound by the same.
3. Candidates employed in Govt. Dept. / PSU/ Autonomous Body should forward their application through proper channel and must produce 'No Objection Certificate' (NOC) from the present employer on the date of interview.
4. Age, qualification and experience would be as on 14<sup>th</sup> October, 2017.

For detailed advertisement, eligibility requirements and other instructions for filling the above post please visit [www.mmrc.com/en/careers](http://www.mmrc.com/en/careers).

Last date for receiving applications is **03<sup>rd</sup> November, 2017**.

**Date: 14<sup>th</sup> October, 2017**

**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 SENIOR DEPUTY  
GENERAL MANAGER (ROLLING STOCK)**

|    |                                    |    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|----|------------------------------------|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | Name of post                       | :- | Senior Deputy General Manager (Rolling Stock)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 2. | Number of Post                     | :- | 01                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 3. | Category                           | :- | Unreserved (UR)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 4. | Type of Employment                 | :- | Deputation/ Regular                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 5. | Grade                              | :- | E6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 6. | Scale of Pay                       | :- | IDA Pay Scale - Rs. 36,600 – 62,000/-                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 7. | *Age limit                         | :- | Not exceeding 50 years as on 14 <sup>th</sup> October, 2017<br>(Age is relaxable for deserving/ internal /deputation candidates)                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 8. | Qualification                      | :- | Degree in Electrical Engineering from recognized and reputed university.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| 9. | Experience (Mandatory & Desirable) | :- | <p><u>Mandatory Experience -</u></p> <p>a) Sr. Scale officers of Electrical Engineering department having total minimum 9 years of service in GROUP ‘A’ (Indian Railway Services of Electrical Engineers) OR officers of Electrical Engineering department in Sr. Scale having total minimum 12 years’ service in GROUP ‘B’ (Indian Railway)</p> <p align="center"><b>or</b></p> <p>b) Total minimum 12 years of experience with minimum 2 years’ experience in next below grade (Rs.32,900 – 58,000) in IDA pay scale in “<b>desirable</b>” domain for the post.</p> |

|     |                            |    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|-----|----------------------------|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|     |                            |    | <p style="text-align: center;"><b>or</b></p> <p>c) Total minimum 12 years of experience in Government entities or in reputed private sector in Executive grade in “<b>desirable</b>” domain for the post.</p> <p><u>Desirable Experience</u> -</p> <p>a) Candidate should have experience of working in construction projects of Railways/ Metros/ other PSUs/ Private sector dealing in Rolling Stock systems,</p> <p>b) Candidate should be conversant with international competitive bidding, computerized environment working and latest Rolling stock technologies etc.</p> <p>c) Candidates with experience of working of modern Urban Rail Systems will be preferred.</p>                                      |
| 10. | Roles and Responsibilities | :- | <p>a) Sr. DGM (Rolling Stock) will be responsible for all project related jobs from design stage to commissioning stage including ICB based procurements, vendor approval, design finalization, interface with other disciplines, timely execution of works etc.</p> <p>b) Job will primarily entail working in the field of Rolling Stock/ Prototype Approval/ Material Management</p> <p>c) Role will involve liaising /coordination with state/ central govt. agency, JICA, RDSO, CMRS etc. and intensive interface with Civil/ Track/ Signalling /Traction/ Rolling Stock units of project, for which candidates should have basic functional knowledge.</p> <p>d) Any other task assigned from time to time.</p> |

**RECRUITMENT RULES FOR THE POST OF ASSISTANT MANAGER**  
**(PUBLIC RELATIONS)**

|     |                                    |    |                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----|------------------------------------|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1.  | Name of post                       | :- | Assistant Manager (PR)                                                                                                                                                                                                                                                                                                                                                                                       |
| 2.  | Number of Post                     | :- | 01                                                                                                                                                                                                                                                                                                                                                                                                           |
| 3.  | Category                           | :- | Unreserved (UR)                                                                                                                                                                                                                                                                                                                                                                                              |
| 4.  | Type of Employment                 | :- | Contract                                                                                                                                                                                                                                                                                                                                                                                                     |
| 5.  | Grade                              | :- | E2                                                                                                                                                                                                                                                                                                                                                                                                           |
| 6.  | Scale of Pay                       | :- | IDA Pay Scale - Rs. 20,600 – 46,500/-                                                                                                                                                                                                                                                                                                                                                                        |
| 7.  | *Age limit                         | :- | Not exceeding 35 years as on 14 <sup>th</sup> October, 2017<br>(Age is relaxable for deserving/ internal /deputation candidates)                                                                                                                                                                                                                                                                             |
| 8.  | Qualification                      | :- | Post Graduate in Mass Communication and Journalism or Mass Media from a recognized and reputed University/ Institute or its equivalent.                                                                                                                                                                                                                                                                      |
| 9.  | Experience (Mandatory & Desirable) | :- | <u>Mandatory Experience</u> -<br>Minimum 3 years of experience in Journalism, Public Relations<br><br><u>Desirable Experience</u> –<br>Knowledge of Digital Marketing & Social Media                                                                                                                                                                                                                         |
| 10. | Roles and Responsibilities         | :- | To assist PR Department in performing the following duties: -<br>1) Drafting Press Releases<br>2) To post and evaluate messages on Social Media<br>3) Issuing Advertisement<br>4) Planning Exhibition Campaign etc.<br>5) Update Media List<br>6) Providing MMRCL project information<br>7) Drafting articles<br>8) Arrange site visits of journalists<br>9) Tracking MMRCL articles from various newspapers |

## 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. 4,00,000/- plus applicable service tax & Cost of training plus applicable service tax 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.

**3) How to Apply :**

- a) Candidates are required to send application via post in the prescribed format along with copies of all relevant documents pertaining to Age, Educational Qualification and Experience on the following address.
- 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) Candidates will have to send copy of updated Resume, recent pay slip and passport size photograph along with their application.
- d) Candidate who are applying on **Deputation** are required to forward application in prescribed format through proper channel on postal address given below along with (i) Latest Resume (ii) Attested copies of ACRs of last 05 (five) years (iii) Certificate stating that no vigilance case is either pending or contemplated against the officer (iv) 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.
- e) **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 14<sup>th</sup> October, 2017.
- 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 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.**
- j) No Travelling Allowances/ reimbursement will be paid to the Candidate for appearing for Interview and pre-appointment medical examination.
- k) Scanned copy of application in .pdf format shall also be forwarded on Email-[www.mmrc.recruitment@mmrc.com](mailto:www.mmrc.recruitment@mmrc.com)

**5) Important Dates :**

|    |                                          |                                       |
|----|------------------------------------------|---------------------------------------|
| a) | Starting date for accepting applications | <b>14<sup>th</sup> October, 2017</b>  |
| b) | Closing date for accepting applications  | <b>03<sup>rd</sup> November, 2017</b> |

**Date: 14<sup>th</sup> October, 2017**

**Place: Mumbai**

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