

NOIDA METRO RAIL CORPORATION LIMITED
(A joint venture of Govt. of India and Govt. of Uttar Pradesh)

Advertisement no. NMRC/HR/Rectt./07/2019 Dated: 08/03/19

Requirement of Executive Director

Noida Metro Rail Corporation Ltd. requires experienced officer for the post of Executive Director. The detailed advertisement can be downloaded from our website www.nmrcnoida.com from career (Notifications) section. This advertisement is only indicative.

Executive Director

NOIDA METRO RAIL CORPORATION LIMITED
(A joint venture of Govt. of India and Govt. of Uttar Pradesh)

Advt no. NMRC/HR/Rectt./07/2019

Dated: 08.03.2019.

REQUIREMENT OF EXECUTIVE DIRECTOR

Noida Metro Rail Corporation (NMRC) Ltd., a Joint venture company of Govt. of India and Govt. of Uttar Pradesh is executing the Noida- Greater Noida Metro Corridor. Applications are invited from experienced, dynamic and motivated officers of Indian Nationality having relevant work experience in Central/State/ Metro Rail / Railways/PSUs / Govt. Company on Direct recruitment basis as mentioned below.

Sl No	Post & Pay Scale (IDA)	No. of Post/Mode of Rectt.	Qualification/ Age	Experience**
1	Executive Director Rs 62000-80000 IDA (Pre-revised)	01(UR) Direct Recruitment	CA or ICWA or MBA (Finance) from Government recognised University/ Institution. OR B.Tech (Electrical) or B.Tech (Electronics & Communication) or B.Tech (Civil) or B.Tech (Mechanical) or B.Tech (IT)/MCA from Government recognized University/ Institution. Age: Should not be more than 55 years as on 01/07/18	<u>1)For Finance Background candidates</u> 1(a) The candidates having qualification of CA or ICWA or MBA (Finance) , qualification should have minimum 21 years of working experience in Government Company /PSU/Govt. in group Ä or equivalent grade. Further, an applicant should be working in the pay scale of Rs 51300-73000(IDA pre revised) or in CDA pre revised 37400-67000 with Grade pay Rs 8900(pre-revised) in Government Company /PSU/Govt. in group Ä or equivalent grade. 1(b) The candidate should be working /worked as GM (Finance) or as Key Managerial Personnel (KMP) for at least 02 years in Government Company /PSU/Govt . However, the candidates who have working experience of Metro Rail Company would be preferred <u>2)For Technical Background candidates</u> 2(a)The candidates having qualification of B.Tech (Electrical) or B.Tech (Electronics & Communication) or B.Tech (Civil) or B.Tech (Mechanical) or B.Tech (IT)/MCA qualification should have minimum 21 years of working experience in Government Company /PSU/Govt. in group Ä or equivalent grade. Further, an applicant should be working in the pay scale of Rs 51300-73000(IDA pre revised) or in CDA pre revised 37400-67000 with Grade pay Rs 8900 (pre-revised in Government Company /PSU/Govt. in group Ä or equivalent grade. 2 (b) The candidate should be working /worked as Project Head or O&M head or to the post of GM who is involved in planning, execution of high magnitude of metro projects for at least 02 years in Government Company /PSU/Govt . However, the candidates who have working experience of Metro Rail Company would be preferred

**** Experience of the candidate will be counted till date of publication of advisement on our web site**

PHYSICAL & MEDICAL FITNESS:

The applicant should not only be suitable in related field, but also be physically and medically fit enough to work in NMRC. In case of selection, candidates will have to undergo a medical examination as per the Company policy.

SELECTION PROCESS

- (a) Eligible candidates may be called in the ratio of 1:6 (maximum) based on their (i) Qualification (ii) Relevant work experience (iii) APAR of last 04 years (2017-18, 2016-17,2015-16, 2014-15).
- (b) It will be candidate's responsibility to get his APAR from the department and submit self-certified copy with the application. The candidates with higher qualification and having relevant experience will be preferred and may be called for selection process and for interview..
- (c) NMRC reserves the right to adopt appropriate method for shortlisting candidates to be called in 1:6 (maximum) in case the number of applications received is high.
- (d) Management may relax any of the condition/s, in accordance to the response to meet the requirement.
- (e) Interview of the shortlisted candidates may be held at Noida Metro Rail Corporation, Head Office or at other place as will be decided and communicated.
- f) Outside Delhi/NCR Candidates called for interview will be reimbursed to and fro fare limited to 1st class AC Rail fare/ Air fare (economy) class.

CHARACTER & ANTECEDENTS

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, the selection will remain tentative. The candidate should be clear from vigilance angle in all respects.

How to apply

Eligible and interested candidates may apply as per the application format at 'Annexure-I', attached. All relevant documents should be enclosed with the application.

General Instructions

- 1)** (a) Complete filled-up application should reach this office within 15 days from the date of this advt. The last date for receipt of application is **22.03.2019, 5 PM**. Envelope containing the duly filled-up application should be super-scribed as-

APPLICATION FOR THE POST OF "_____."
and should be addressed to: -

**Managing Director
Noida Metro Rail Corporation Ltd.
3rd Floor , Ganga Shopping Complex, Sector-29,
Noida, District Gautam Budh Nagar, Noida-201301(UP)**

- (b) Application incomplete/without supporting documents or received after due date shall not be accepted. NMRC will not be responsible for non-receipt/late receipt of the application/any communication due to postal delay or any other reason.

(c) Mere fulfilling the eligibility criteria/qualification will not vest any right on the candidates to be called for interview.

(d) NMRC reserves the right to call only the requisite number of candidates for Interview/ selection process, after screening/short-listing with reference to the candidate's qualification, suitability, etc.

(e) NMRC reserves the right to reject any candidate without assigning any reason.

2) The application should be supported with the following documents: -

- a) Education Certificates (High school for age proof and required qualification as per Adv.)
- b) Work experience issued by employer(s) or Self Certified.
- c) Letter of last appointment/Office orders and latest three salary slip issued by current employer.
- d) Copies of the APARs (last 4 Years **2017-18, 2016-17, 2015-16, 2014-15**)/Declaration on ARAR grading
- e) Documents establishing relevant experience claimed.
- f) Copy of Aadhar Card.
- g) Bio- data cum application form as per enclosed proforma.

Shortlisted Candidates will be informed either through email / WhatsApp / SMS or Mobile/phone or by speed post and they will have to appear for interview on the scheduled date and time with all original documents/ testimonials.

The candidates employed in Govt./PSUs/Autonomous bodies may send the advance copy to reach before the last date and they will be required to produce either NOC from the department or resignation acceptance/VRS from the PSU/Govt. department. They will be allowed to join the post with proper relieving from Govt./ PSU only.

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Canvassing in any form shall disqualify the candidates.

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Advertisement No. :-----

Application for the post of-----

A. PERSONAL DETAILS: -

1	Applicant's Name		<div style="border: 1px solid green; border-radius: 15px; padding: 10px; width: fit-content; margin: auto;"> <p>Affix your latest passport size photograph</p> </div>
2	Father's Name		
3	Date of Birth (DD/MM/YY)		
	Age as on 01.07.2018Years.....Months.....Days	
4	Gender(Male/Female)		
5	Category (UR, OBC, SC, ST/PWD)		
6	Present Designation		
7	Serving in Central Govt/State Govt/ Metro Rail Company /Govt. company		
8	Present Pay-Scale and Basic Pay	Pay scale----- (CDA or IDA and) Pls tick (Whether above is revised/unrevised pay scale (Pls tick) Basic-----	
9	Holding present pay-scale w.e.f		
10	Period of holding the present grade Years.....Months.....Days	
11	Total Executive Experience Years.....Months.....Days	
12	Correspondence Address		
13	Contact No. (with STD code)	Land line Phone (office) -----Mobile: 1----- E-mail ID -----	
14	Aadhar no.		

B. EDUCATIONAL DETAILS

S.N	Qualification	Name of Board/Institute/University	Year of passing	Division/Grade/Percentage

C. EXPERIENCE DETAILS; -

S.N	Period		Designation	Pay Scale	Organisation	Responsibilities in brief ***
	From	To				

(* Attach separate sheet, if required)**

Total work experience in the relevant field..... Years-----months

D. OTHER DETAILS; -

1	Whether any punishment awarded in last 10 years.		
	If yes, please furnish details	Yes/No	
2	Whether any disciplinary action/inquiry is contemplated against the applicant.	Yes/No	
	If yes, please furnish details		
3	Furnish Annual Performance Appraisal Report (APAR) grading (outstanding/Very Good/Good/Average/Below average), if applicable.	2014-15	
		2015-16	
		2016-17	
		2017-18	
4	Time required for joining, if selected		

E. SUPPORTING DOCUMENTS ENCLOSED; -

Sl NO	Supporting Document	Attached (Yes/No)	Remarks (if any)
1	Age proof (matriculation Certificate/Mark-sheet)		
2	Qualification Certificates & Mark-sheets		
3	Experience Certificate(s)		
4	Latest Salary slip (03)		
5	Document fulfilling of Relevant exp. criteria		

F. Confirmation; I do hereby confirm that I am fulfilling the following criteria: -

Sl No	Criteria	Fulfilling (Yes/No)	Please furnish details and Remarks (if any)
1	Age as on 01.07.2018		
2	Qualification		
3	Presently working with Central/State Govt. / Metro Rail/Govt. company		
4	Working in the required grade/Pay-scale(IDA/CDA)		
5	Experience is adequate (in total number of years)		
6	Experience is in the required field (as asked)		
7	Holding presently the post of		

I hereby declare that the particulars furnished above by me are true. I understand that my candidature will be cancelled, if any information is found incorrect or false at any point of time

Date

