**ANNEX-A**

**NOIDA METRO RAIL CORPORATION LIMITED**

**(A joint venture of Govt. of India and Govt. of Uttar Pradesh)**

**Advertisement no. NMRC/HR/Rectt./01/2025**

Application for the post of **GENERAL MANAGER (OPERATIONS)** **- POST code No. 01**

**A. PERSONAL DETAILS: -**

Affix your latest passport size photograph

|  |  |  |
| --- | --- | --- |
| 1 | Applicant’s Name |  |
| 2 | Father’s Name |  |
| 3 | Date of Birth (DD/MM/YY) |  |
| Age as on (CLOSING DATE)  i.e. 10th March, 2025 | .......Years……..….  Months……….Days |
| 4 | Gender (Male/Female) |  |
| 5 | Category  (UR, OBC, SC, ST, PWD) |  | |
| 6 | Communication Address |  | |
| 8 | Permanent Address |  | |
| 9 | Contact No. (with STD code) | Mobile: 1 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile : 2 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  E-mail ID \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **(Mention in CAPITAL LETTERS ONLY)** | |
| 10 | Aadhar no. |  | |
| 11 | MODE OF APPLICATION  **(Only One Mode is Permitted to be opted)**  **(Kindly read para K to para R of clause III of the Advt. carefully before opting the mode)** | DEPUTATION  OR  IMMEDIATE ABSORPTION  OR  DIRECT RECRUITMENT | |

**B. PRESENT EMPLOYMENT DETAILS**

|  |  |  |
| --- | --- | --- |
| 1 | Present Employment Type | REGULAR SERVICE:  DEPUTATION:  CONTRACT: |
| 2 | Name of present employer and place of posting  (In case working on Deputation basis also mention the name of Parent Organisation) |  |
| 3 | Present Designation |  |
| 4 | Length of Service in Present Organization |  |
| 5 | Present Pay-Scale  **(Mention the complete Level/Pay Scale)** | IDA PAY SCALE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  CDA LEVEL (GP)/PAY SCALE: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| 6 | Present Basic Pay |  |
| 7 | Date from which holding present IDA/CDA Level/Pay-scale (Please mention DD/MM/YY) |  |
| 8 | Total Period of holding the present pay scale | ...... Years……..….Months……….Days |
| 9 | Total post qualification  Group A/ Executive Work Experience (As on 10.03.2025)  **(Kindly mention the Executive Experience attained after acquiring the essential qualification)** | ......... Years……..….Months……….Days |

**C. EDUCATIONAL DETAILS (Matriculation onwards in Chronological Order)**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **S.N** | **Qualification** | **Discipline** | **Name of Board/Institute/**  **University** | **Year of passing the** | **Division/Grade/**  **Percentage** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**D. DETAILED EXPERIENCE (Starting from Latest Employment)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **S.No** | **Period** | | **Designation** | **Pay Scale**  **(CDA/IDA)**  **Mention complete Scale** | **Organization** | **Type of Org. i.e. CG/SG/**  **Railway/**  **Metro Rail/PSU etc.** |
| **From** | **To** |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

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

**(KINDLY ENCLOSE CURRICULUM VITAE (CV) FOR DETAILED WORK EXPERIENCE)**

**E. OTHER DETAILS; -**

|  |  |  |  |
| --- | --- | --- | --- |
| 1 | Whether any punishment awarded in last 05 years. | Yes/No | |
| If yes, please furnish details |  | |
| 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  **(Enclose copy of APARs along with PMS Chart of Organization).** | **YEAR** | **MENTION COMPLETE RATING (OS/VG/GOOD/AVERAGE/BELOW AVERAGE)** |
| 2023-24 |  |
| 2022-23 |  |
| 2021-22 |  |
| 2020-21 |  |
| 4 | **Time required for joining, if selected** |  | |

**F.** **SUPPORTING DOUCMENTS ENCLOSED; -**

|  |  |  |  |
| --- | --- | --- | --- |
| Sl NO | Supporting Document | Attached  (Yes/No) | Remarks (if any) |
| 1 | Age proof (matriculation Certificate/Mark-sheet) |  |  |
| 2 | Essential Qualification Certificates & Mark-sheets |  |  |
| 3 | Appointment Orders, Joining Orders, Increment Orders, Promotion orders etc. |  |  |
| 3 | Experience Certificate(s) and relieving certificates |  |  |
| 4 | Office Order for the required pay scale and present pay scale |  |  |
| 5 | Last 3 months Salary slip /promotion/increment order |  |  |
| 6 | Document fulfilling of Relevant exp. criteria |  |  |
| 7 | No Objection Certificate from Present Employer for Deputation in NMRC |  |  |
| 8 | D&AR and Vigilance Clearance |  |  |
| 9 | Copy of all APARs from FY 2019-2020 to FY 2023-24 have been enclosed |  |  |

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

|  |  |  |  |
| --- | --- | --- | --- |
| Sl No | Criteria | Fulfilling  (Yes/No) | Remarks (if any) |
| 1 | Age as on Closing Date i.e. 10.03.2025 (Max 56 in case of Deputation and Max 52 in case of Immediate Absorption or Direct Recruitment) |  |  |
| 2 | Essential Qualification i.e. Bachelor’s Degree or Equivalent in Electrical/Mechanical/ Electronics & Telecommunication/  Electronics & Communication/Electrical & Electronics engineering from a Govt. recognized university/institute |  |  |
| 3 | Presently working with Central Govt, State Govt., Govt. Bodies, Railways, Railway PSUs, Metro Rail Companies, PSUs etc. |  |  |
| 4 | Working in the required grade/Pay-scale (IDA/CDA) as per Advt. |  |  |
| 5 | Adequate post qualification  Group A/Executive work experience (in total number of years) |  |  |
| 6 | Experience is in the required field (as stipulated in the Advt.)) |  |  |

**DECLARATION**

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

(**Signature of the candidate)**

**Date:**

**Place:**