



DELHI METRO RAIL CORPORATION LTD

**(A Joint Venture of the Govt. of India and the Govt. of the
NCT of Delhi)**



The Lifeline of Delhi

ADVT No. DMRC/PERS/22/HR/2025(213) Dated: 23/10/2025

**REQUIREMENT OF DEPUTY HOD (INSPECTION) FOR DMRC PROJECT AT SRICITY,
NEAR CHENNAI, ON DEPUTATION/ POST RETIREMENT CONTRACTUAL ENGAGEMENT
(PRCE) BASIS**

The Delhi Metro Rail Corporation (DMRC) Ltd., a Joint Venture company with equal equity participation from the Govt. of India and the Govt. of the National Capital Territory of Delhi, has been entrusted with the responsibility of implementation of the rail-based Mass Rapid Transit System, for Delhi. The Delhi Metro Rail Corporation, the Lifeline of Delhi, prides itself on its ability to nurture its employees through its unique work culture. DMRC is empowered by about 14,000 employees, with MRTS activities spread over Delhi NCR and other cities in India and abroad. The average passenger journey per day in Delhi & NCR is about 61 Lakhs. In addition to the above, DMRC is involved in providing consultancy services to a number of cities within India and abroad.

To meet with the immediate requirement of manpower at Deputy HOD level, to carryout Inspection, Testing & Commissioning of 'RS-17' Rolling Stock at Sricity near Chennai, applications are invited from experienced, dynamic and motivated candidates with technical expertise in the relevant field and working in, or, retired from Railways/Govt. Organizations/PSUs/Metro's, for filling up of 01 (ONE) post of Deputy HOD/Inspection at AGM/JGM/DGM level, to be filled on **Deputation / Post Retirement Contractual Engagement (PRCE) basis**.

S. No	Post (Post Code)	No. of Post (s)*	Educational qualification**	Pay scale (in case of deputation)	Monthly Consolidated Fee# (in case of PRCE basis)
1	Addl. General Manager (AGM)/ Inspection Post Code: 01/AGM/I	One (1)	Bachelor's degree in Mechanical/ Electrical/, or, equivalent, with minimum 60% marks from a Government Recognized University/ Institute	Parent department pay plus deputation allowance	Rs. 1,56,500/-
	Joint General Manager (JGM)/ Inspection Post Code: 01/JGM/I				Rs. 1,40,100/-
	Deputy General Manager (Inspection) Post Code: 01/DGM/I				Rs. 1,09,700/-

Important:

*Vacancies are provisional and subject to increase/ decrease.

**The degree/Diploma must be a full-time regular course, from a Govt. recognized University/Institute.

#Candidates selected on Post Retirement Contractual Engagement Basis shall be paid Consolidated Fee, as indicated above. The emoluments are in terms of the extant rules of DMRC. The remuneration shall be based on their last substantive grade. The consolidated fee for candidates working in / retired from, at higher Grade, shall be restricted to the fee as mentioned above.

Age Limit:

- i) The age limit of the candidates for Deputation shall be a maximum of 55 years, as on 01.10.2025. The superannuation age in DMRC is 60 Years.
- ii) The age limit of the candidates for Post-Retirement Contractual Engagement basis, shall be a Minimum of 55 years and a maximum of 62 years, as on 01.10.2025.

2. WORK EXPERIENCE CRITERIA (as on 01/10/2025):

Officials working in / retired from Railways / Govt. Organization / PSUs/Metro's, in the following CDA/IDA pay scale, including services put on deputation, with a minimum required years' experience as mentioned below in the inspection of manufacturing of Railway / Metro Coaches, or, experience in maintenance of Railway / Metro Rolling Stock, or, experience in Railway Workshops / Railway Production Units for the post.

S. No.	Name of post	Eligibility CDA pay scale criteria (as per 7 th CPC)#	Eligibility IDA pay scale criteria	Required minimum experience in the field of inspection of Manufacturing of Railway/ Metro Coaches
1	Addl. General Manager	Rs. 131100- 216600/- in Level -13A or above	Rs. 100000 – 260000/- or, above	Minimum 10* years at Gazetted/ Executive level
2	Joint General Manager	Rs. 123100- 215900/- in Level-13	Rs. 90000 – 240000/-	Minimum 09* years at Gazetted/ Executive level
3	Dy. General Manager	Rs. 78800- 209200/- in Level-12	Rs. 70000 – 200000/-	Minimum 09* years at Gazetted/ Executive level

*Subject to relaxation by 02 years in case of exceptional qualification/experience.

3. JOB DESCRIPTION:

The incumbent for the post shall be responsible for all inspection of manufacturing of Railway / Metro coaches.

4 JOB LOCATION/ PLACE OF POSTING

The incumbent for the post shall initially be posted at Sricity, near Chennai. However, the selected candidates shall be liable to be posted/ transferred to any of the offices/ Project sites under the control of the corporation in India, or, abroad.

5. TERM OF APPOINTMENT

- i) Normal tenure of Deputation is five (05) years, which may be extended further to seven (07) years, in special cases, or, till the date of superannuation, whichever is earlier.
- ii) The initial engagement on Post Retirement Contractual Engagement basis shall be for a period of one year. The term of contract may be extended further, subject to the requirement of the Corporation, on the basis of satisfactory performance.

6. PAY AND EMOLUMENTS:

- i) **For candidate's selected on PRCE Basis** – The selected candidate shall be eligible for a consolidated fee for the post as mentioned in the advertisement above.
- ii) **For candidate selected on Deputation basis**– The selected candidate shall continue to draw parent department pay plus deputation allowance, as applicable, under the Govt. of India rules.

7. SCREENING PROCESS:

The selection methodology for candidates applying on Deputation basis shall comprise of Personal Interview.

The selection methodology for candidates applying on PRCE basis shall comprise of Personal Interview and Medical Fitness Examination.

(The Medical Examination shall be in Executive/Technical category. The details of Medical Examination are available on the DMRC website).

The selection process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidate will have to qualify the screening process and medical Examination, as applicable, before being adjudged as suitable for selection. Candidates who fail in the prescribed medical test will not be given any alternative employment and the decision of the Corporation shall be final on this issue. **All related information shall be available only on the Website: <http://www.delhimetrorail.com> and candidates must regularly check the website for the updates.**

8. SCHEDULE OF SELECTION:

- i. Last date of receipt of duly filled in application (along with relevant documents) through Speed post, OR, email is **13/11/2025**. Incomplete applications, or, applications received after the due date, shall be summarily rejected. DMRC shall not be responsible for loss / delay in post.
- ii. The list of shortlisted candidates shall be uploaded on DMRC website in the **Third week of November, 2025 (tentatively)** and interview shall be held in the **Fourth week of November, 2025** through online mode (tentatively) (complete details shall be displayed on DMRC website).
- iii. No separate communication, by post, shall be sent to the candidates individually. Candidates are advised to go through the instructions/schedule for the interview displayed on DMRC website and appear for the interview, accordingly, along with the original copies of the testimonials.
- iv. The final result will be declared by **First week of December, 2025. (Tentatively)**.

Eligible and willing candidates for the aforesaid post may apply as per the application format at **Annexure-I**. The candidate must enclose all relevant proof /documents in support of qualification, experience, pay and pay scale.

The candidates presently employed in the Central Govt., or, the Public-Sector Undertakings (PSUs) should send their application through proper channel, along with the copies of APARs for the last five years, Vigilance and D&AR clearance at the attached pro-forma in **Annexure-II**, so as to reach the under mentioned address / email id, by the stipulated date. The applications received after the due date shall be summarily rejected.

Applications received through proper channel, i.e., forwarded by the Cadre Controlling Authority of the parent organization, till the last date of the receipt of the application, shall only be entertained. Under no circumstances, shall Advance Copies be entertained

The duly filled in application form should be sent in an envelope super scribing the Name of the Post on the cover prominently, **latest by 13/11/2025**, through Speed Post to the following address, OR, e-mail the scanned copy of the duly filled in Application Form, along with scanned copies of all other documents sought (as stated in the Application Form) to: career@dmrc.org, by indicating the Advt. No., in the subject of e-mail:

**General Manager (HR/Project)
Delhi Metro Rail Corporation Ltd
Metro Bhawan, Fire Brigade Lane,
Barakhamba Road, New Delhi.**



दिल्ली मेट्रो रेल कॉर्पोरेशन लि० DELHI METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

ADVT. No. DMRC/PERS/22/HR/2025 (213)

ANNEXURE-I

DMRC APPLICATION FORMAT

AFFIX A
RECENT
PASSPORT
SIZE SELF
ATTESTED
PHOTOGRAPH

(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT)

S. No	DETAILS	PARTICULARS				
1A	POST NAME					
B	POST CODE					
C	BASIS FOR APPLYING THE POST (Please tick one option)	Deputation ☐ Post Retirement Contractual Engagement ☐				
	APPLICANT's NAME (Sh./Smt./Ms.)					
3	FATHER's/HUSBAND's NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	SERVICE					
6	DEPARTMENT					
7	AGE as on 01/10/2025	YEARS	MONTHS	DAYS		
8	CORRESPONDENCE ADDRESS					
		STATE:		PINCODE:		
9	CONTACT NUMBER WITH STD CODE					
10	MOBILE NUMBER					
11	E-MAIL ID					
12	CATEGORY (SC/ST/OBC/GENERAL)					
13	DATE OF SUPERANNUATION (for application on PRCE basis, if applicable)					
14	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars (Name of degree)/Please Mention (Full Time /Part Time)	Subject	Institute /University	% or CGPA	Passing Year
A	GRADUATION					
B	POST GRADUATION					

C	OTHERS					
15	WORK EXPERIENCE (AS ON 01/10/2025) (FILL ONLY THE APPLICABLE COLUMN)					
I	TOTAL WORK EXPERIENCE		YEARS	MONTHS	DAYS	
A	CURRENT ORGANIZATION					
B	LAST ORGANIZATION (if applicable)					
C	DATE OF LAST PASSED REGULAR EXAMINATION (DD/MM/YYYY)					
D	DATE OF JOINING FIRST REGULAR JOB (DD/MM/YYYY)					
E	DITS (DATE OF ENTRY IN TIME SCALE)					
F	PRESENT PAY BAND WITH GRADE PAY AND BASIC PAY AS ON DATE OF APPLICATION					
II	FOR APPLICANT in <u>CDA/IDA</u> PAYSACLE (complete details of service/position held since joining) (separate sheet may be attached, if necessary) (Tick the applicable PayScale type–CDA/IDA and mention the full Pay Scale below)					
	Designation/ Post Held during Gazetted/ Executive service (since date of initial appointment)	Organization Name/ Place of posting	Pay Scale (IDA/CDA) and Grade (i.e., JAG/SG/SAG, etc.,)	Period (from–to) dd/mm/yy – dd/mm/yy		
A						
B						
C						
D						
III	DETAILS OF DEPUTATION DURING SERVICE					
A	DETAILS OF PREVIOUS DEPUTATION/FOREIGN ASSIGNMENT, IF ANY					
B	WHETHER DEBARRED FROM DEPUTATION? IF YES, PLEASE FURNISH DETAILS.					

C	WHETHER COOLING OFF PERIOD COMPLETED? IF YES, DATE OF RETURN FROM PREVIOUS DEPUTATION WITH DETAILS, WHEREVER APPLICABLE.	
IV	ESSENTIAL WORK EXPERIENCE	
A	WORKING IN/ HAVE RETIRED (FOR POST RETIREMENT CONTRACTUAL ENGAGEMENT BASIS only) FROM CDA / IDA PAY SCALE, AS MENTIONED IN THE ELIGIBILITY CRITERIA, AT PARA 2 OF THE ADVT. (Whichever is applicable)	YES / NO
V	BREIF DESCRIPTION OF THE WORK EXPERIENCE	
16	WHETHER ANY CONVICTION (by court of Law) /PUNISHMENT/ PENALTY (due to disciplinary action by employer) WAS AWARDED TO APPLICANT IN LAST 10 YEARS	YES/ NO
	IF YES, DETAILS OF THE CASE	Enclose Separate sheet
17	WHETHER ANY CASE PENDING IN THE COURT OF LAW, OR, ANY DISCIPLINARY ENQUIRY GOING ON, AGAINST THE APPLICANT	YES/ NO
	IF YES, DETAILS THERE OF	Enclose Separate sheet
18	NOC FROM CURRENT EMPLOYER ENCLOSED	YES/ NO
19	VIGILANCE AND D&AR STATUS FROM CURRENT EMPLOYER ENCLOSED	YES/ NO
20	COPIES OF ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED	YES/ NO
21	WHETHER APPEARED FOR INTERVIEW IN DMRC IN THE PAST (IF YES, DETAILS THERE OF)	

22	ANY OTHER RELEVANT INFORMATION (DISTINCTIONS/AWARDS/CERTIFICATES, etc.,)
23	HOBBIES/ INTERESTS

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

Date: _____

Place: _____

Signature of Candidate

Name: _____

Mobile No.: _____

Email ID: _____

Documents to be enclosed (as applicable)

1. Educational Certificates (Diploma, Graduation, Post-Graduation and Others)
2. Work Experience Certificate/ Service Certificate
3. Copy of PPO (in case of superannuated candidates)
4. NOC from Employer along with D&AR and Vigilance clearance
5. APARs of Last 5 years
6. Documents in support of substantive grade, on regular basis (for candidates working in CDA pay scales)
7. Last pay Certificate/ Pay Slip
8. Last promotion order, for the pay scale substantively held by the candidate in the present/ last organization

**PARTICULARS OF THE OFFICER/EXECUTIVE FOR WHOM VIGILANCE COMMENTS/
CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HoD)

1. Name of the Officer(in full) : _____
2. Father's Name : _____
3. Date of Birth : _____
4. Date of Retirement : _____
5. Date of Entry into Service : _____
6. Service to which the officer belongs Including batch/ year cadre – etc., wherever applicable. : _____
7. Positions held including whether the officer has functioned as a CVO in part time or additional charge capacity : _____
belongs Including batch/ year
(During the ten preceding years)

S. No	Organization (Name in Full)	Designation & place of posting	Administrative/Nodal Ministry/Deptt. Concerned (in case of officers of PSUs etc.,)	From	To
1.					
2.					
3.					
4.					
5.					
6.					

Date:

(SIGNATURE)

Name : _____
Designation: _____

**VIGILANCE PROFILE OF THE OFFICER/EXECUTIVE FOR WHOM VIGILANCE COMMENTS/
CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HoD)

Name of the Officer: _____

8.	Whether the Officer has been placed on the "Agreed List" or "List of Officers of Doubtful Integrity" (If yes, details to be given)	
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result	
10.	Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty	
11.	Is any disciplinary/ criminal proceedings or charge sheet pending against the officer, as on date	
12.	Is any action contemplated against the officer as on date(If so, details to be furnished)	
13.	Whether any complaint with vigilance angle is pending against the officer (If so, details to be furnished)	

Date:

(SIGNATURE)

Name : _____
Designation : _____