



CHENNAI METRO RAIL LIMITED
(A Joint Venture of Govt. of India & Govt. of Tamil Nadu)
Admin Building, CMRL Depot,
Poonamallee High Road, Koyambedu,
Chennai - 600 107.

ADVT No.CMRL/HR/01/2016

CMRL, a joint venture of Government of India and Government of Tamil Nadu Company, is entrusted for implementation and operation of Metro Rail in Chennai. The company intends to appoint the following officials:

Post Code	Name of Post	Pay Scale (Rs)	No. of Post
01	Director (Projects)	Rs. 75,000-1,00,000	01
02	Director (Finance)	Rs. 75,000-1,00,000	01

1) Required Qualifications and Experience:

Post Code No. 01: Director (Projects)

No of Post -01

Degree in Civil Engineering from an institution of repute. Additional qualifications like MBA or Masters in respective field is desirable.

Proven track record of twenty five (25) years after graduation in Civil Engineering of service in one or more areas as mentioned below:

- i) Group 'A' Service IRSE
- ii) Executive service in Railway PSU (IRCON, RITES, DFCC, KMRC, etc.,)
- iii) Construction in Metro
- iv) Construction in large Infrastructure projects

Should have minimum of five (5) years experience in Planning and Construction of multi-disciplinary Railway projects, preferably in urban situations such as Metro/MRTS including services in land acquisition and rehabilitation of project affected persons.

Should have extensive experience in preparing Tenders/Contract Management and Project Management of important engineering structure such as bridges/tunnels from domestic and international vendors as a team leader.

Should have experience in coordinating and interfacing with Railway related disciplines such as track laying works, signalling, electrification and rolling stock etc.,

Experience in all phases of rail based urban transportation projects i.e. Planning, Bid Documents, Bidding, Execution, Commissioning, post Commissioning etc.,

Experience in implementing major projects and complying with project related requirements of international funding institutions.

Experience in underground construction is desirable.

Age not more than 58 years as on 03-02-2016. Age of superannuation 62 years.

The appointment is on contract basis for a period of 5 years or till the age of superannuation whichever is earlier.

Post Code No. 02: Director (Finance)

No of Post -01

Should be a first class Graduate and Member of the Institute of Chartered Accountants of India or Member of the Institute of Cost Accountants of India or MBA with specialisation in Finance from a reputed Institute or a Member of Group "A" Accounts Service of Government of India.

Should have 25 years post qualification experience in Project Finance, Finance, Accounting, Audit, setting up of Financial, Accounting and Audit Systems and procedures in a large public or private sector organization of repute with experience in a project size of not less than Rs.1,000/- Cr. OR a company with an annual turnover of not less than Rs.200 crores for the last 3 years.

Should have worked for atleast 5 years at the level of General Manager/ Group General Manager or equivalent.

Should have worked in a computerized environment and should have adequate knowledge and experience to handle enterprise level financial management and accounting software.

Should be well versed with the accounting standards including GAAP, latest acts, codes, regulation and developments in tax and financial areas like IFRA etc. funds management, forex risk management, raising of funds, tender processes, contract terms and conditions etc.

Should have proven ability to handle related functions independently.

Those with experience of atleast 1 year at Director level will be preferred.

Experience in HR and raising capital from markets will be added advantage.

Age not more than 58 years as on 03-02-2016. Age of superannuation 62 years.

The appointment is on contract basis for a period of 5 years or till the age of superannuation whichever is earlier.

2. Medical Examination:

Expenses for the first time medical examination of the candidate will be borne by CMRL. However, in case a candidate seeks extension for joining, then the second time medical examination expenditure will be borne by the candidates. To & fro travel expenses for the medical test shall be borne by the candidate. The Candidates, who fail in the prescribed medical test, will not be given any alternative employment and decision of CMRL is final in this issue.

3. Character & Antecedents:

The success in the above stated selection process does not confer any right to appointment unless CMRL is satisfied after such an inquiry, as may be considered necessary, that the candidate character and antecedents is suitable in all respects for appointment to the service.

4. Pay & Emoluments:

The details of Gross pay with the minimum Basic Pay in the Pay Scale of Rs. 75,000 - 1,00,000 will be as under:

Basic Pay	-	Rs. 75,000
IDA (Currently 112.4% of Basic Pay)	-	Rs. 84,300
HRA (30% of Basic Pay)	-	Rs. 22,500
Cafeteria Allowance (35% of Basic Pay)	-	Rs. 26,250
Gross Pay	-	Rs. 2,08,050

In addition, health insurance, EPF contribution etc., shall be paid as per the extant rules of CMRL HR policy.

5. General Conditions:

a. Only Indian Nationals need apply.

b. Age, Qualification & Experience stipulated above should be as on 03-02-2016. The candidates are advised to ensure while applying that they fulfill the eligibility criteria and other requirements mentioned and that the particulars furnished by them are correct in all respects. In case, if it is detected at any stage of recruitment process that the candidate does not fulfill the eligibility criteria and / or does not comply with other requirements of this advertisement and / or he / she has furnished any incorrect or false information or has suppressed any material fact, his / her candidature is liable to be rejected. If any of the above short comings is / are detected even after appointment, his / her services will be terminated without any notice.

c. Merely meeting the above qualifications and experience shall not entitle a candidate to be called for interview. Only short-listed candidates will be notified for interview. CMRL reserves the right to shortlist the candidates.

d. Depending on the requirements, the Company reserves the right to cancel / curtail / increase the number of vacancies without any further notice and without assigning any reason thereof.

e. TA will be paid by CMRL to the outstation candidates for attending the interview by Air (To & Fro Journey) in Economy Class only. The boarding pass has to be submitted to claim for reimbursement.

f. Acceptance or rejection of application of the candidates will be at the sole discretion of Management. Incomplete applications are liable to be rejected.

g. Candidates attempting to influence or interfere with the selection process will be rejected summarily and be declared disqualified for future CMRL recruitments.

h. Persons already working in Government / PSU organizations should forward their application through proper channel or produce NOC at the time of interview.

6. **How to apply:**

a. Application form may be downloaded from CMRL Website

b. Applications must be in response to our advertisement quoting Advertisement Reference No. and Post on the application form.

c. Applications should be submitted strictly as per the prescribed format.

d. Name of the post applied for should be superscribed on the envelope containing the application.

e. The application should contain one recent passport size photograph pasted on the form, self attested copy of proof of age, caste certificate in the prescribed format as applicable, degree certificates and experiences certificates.

f. Prescribed applications must be forwarded to CMRL through Post/Courier Service only. Applications forwarded through any other means including by Fax or e-mail will not be entertained.

g. Signed applications in hard copy along with related document copies must reach the General Manager (HR), Chennai Metro Rail Limited, Admin Building, CMRL Depot, Poonamallee High Road, Koyambedu, Chennai – 600107 on or **before 03-03-2016**. CMRL will not be responsible for any delay / loss in postal transit of any application or communication. GM (HR) can be reached at email ID gmhr.cmrl@tn.gov.in for any queries. Candidates shall compulsorily provide an email ID for correspondence. All correspondence from CMRL shall be sent only through the email ID provided by the candidate.

*****END*****



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APPLICATION FORM (Please fill in **BLOCK** Letters only)

*Affix Self-
Attested
Photograph*

1) Reference: Advertisement No. CMRL-HR-01-2016

2) Application for the post of: _____ Post Code No: _____

3) Name in full:

Surname	First Name	Middle Name

4) Father's Name:

Surname	First Name	Middle Name

5) Husband's Name:

Surname	First Name	Middle Name

6) Nationality:

7) State of Domicile:

8) Gender :

Male	Female

9) Marital Status

Married	Unmarried	Widow	Divorcee

10) Date of Birth:

D	D	M	M	Y	Y	Y	Y

11) Age as on 03-02-2016

Years	Months	Days	

(Signature)

12) Category :

GEN	BC	BCM	MBC / DC	SC	SCA	ST	Ex-Serviceman	Differently Abled Person

(Tick the appropriate category and enclose valid certificate from the appropriate Authority for categories other than General).

13) Religion : (Please Tick)

Hindu	Muslim	Christian	Sikh	Specify if Others

14) Permanent Address:

							Pin						

15) Local Address/Address for communication

							Pin						

16) Contact Number: STD code _____ Tel. No. _____ Mobile No. _____

Fax.No. _____ E-mail ID _____

17) Educational / Technical Qualification:

Qualification	College / University / Institution	Name of the Degree	Duration of the course	Year of passing	% of Marks	Class
Matriculation (10 th .)						
Higher Secondary (+2)						
UG						
PG						
Others						

(Signature)

18) Work Experience:

Name of the organisation/ Type of organisation Govt./PSU/Pvt.	Post(s) held	(Mandatory to fill up all columns)						Total no. of Years & months	Scale of Pay / CTC	Job Responsibility
		From			To					
		DD	MM	YYYY	DD	MM	YYYY			

Note:- You may attach additional sheets for qualification/Experience if required.

19) Please indicate two references in senior positions in your previous workplaces:-

S. No	Name	Current Designation	Organisation	Contact No Mob.No/Tel.No	Official Email ID

20) Extra Curricular activities: _____

21) If selected specify the minimum required joining time: _____

22) Languages known: (i) Mother Tongue _____

(ii) Other languages _____
(Read, write and speak)

23) List of documents to be attached along with the application form:

- i. Date of Birth Proof: Copy of Birth Certificate or 10th Certificate
- ii. Copy of proof of Educational Qualifications.
- iii. Copy of Experience Certificates.
- iv. Copy of Community Certificate
- v. Any other relevant certificates.

Note: No original documents to be forwarded. CMRL will not be responsible for loss in case of any original documents forwarded along with the application form.

Declaration:

I hereby declare that all statements as mentioned in this application are true and correct to the best of my knowledge and belief. I understand that in the event of any particulars or information given above being found false or incorrect, or if at any stage it is found that I do not possess the prescribed qualification/experience for the post, my candidature will be rejected ab-initio and I will not have any right to attend the interview nor will have the right to claim travelling expenses for attending the interview. If any shortcoming(s) is/are detected even after appointment, my services may be terminated. I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude or economic offence. I am also aware that all correspondence to the candidates will be only through email ID provided by me.

Place:

Date:

(Signature)