

GURUGRAM METRO RAIL LIMITED

(A Joint Venture of Govt. of India and Govt. of Haryana)
Regd. office: C-3, Sector 6 HSVP, Sukettri, Panchkula-134109
CIN No. U49110HR2024SGC119334

VACANCY NOTICE

(No. GMRL/HR/06)

RECRUITMENT FOR VARIOUS POSTS IN GMRL ON DEPUTATION / IMMEDIATE ABSORPTION BASIS

Gurugram Metro Rail Limited (GMRL) is a Government company incorporated on 27.02.2024 under the Companies Act, 2013 incorporated to implement the Mass Rapid Transport Projects in Haryana.

GMRL invites applications from motivated, experienced and target oriented officers and staff, who have been working with Railways/Railways CPSUs/ Metro Companies/PSUs for following posts, to be filled-up on immediate absorption or deputation basis :

S. N	Post	No. of Posts	Pay-Scale (IDA)	Max. Age limit*	Qualification and Eligibility Criteria	
1.	GM Finance / JGM Finance	01 (One)	Rs.1,20,000-2,80,000 (IDA) (for GM) Or Rs.90,000-2,40,000 (IDA) (for JGM)	57Yrs. /52 Yrs.	Chartered Accountant / ICWA having minimum 18 years experience in Government Organization, out of which atleast 5 years experience should be in the Metro Projects. Or Chartered Accountant / ICWA having minimum 14years experience in Government Organization, out of whichatleast2years experience should be in the Metro Projects.	Working/worked in the grade of Rs.1,00,000-Rs.2,60,000/- (IDA) for minimum two years Or Working/worked in the grade of Rs.80,000/-Rs.2,20,000/- (IDA) for minimum two years
2	DGM Finance	02 (Two)	Rs.70,000-2,00,000 (IDA)	45Yrs.	Chartered Accountant/ ICWA having minimum 9 years experience in Government Organization, out of which atleast	Working/Worked in the grade of Rs.60,000-Rs.1,80,000/- (IDA) for minimum two years

					2years experience should be in the Metro Projects.	
3	Manager Finance	01 (One)	Rs.60,000-1,80,000 (IDA)	42 Yrs.	Chartered Accountant/ ICWA having minimum 7years experience in Government Organization, out of which atleast 2years experience should be in the Metro Projects.	Working/Worked in the grade of Rs.50,000-Rs.1,60,000/- (IDA) for minimum two years
4	Assistant Manager Finance	01 (One)	Rs.50,000-1,60,000 (IDA)	35 Yrs.	Chartered Accountant/ ICWA having minimum 4years experience in Government Organization, out of which atleast 1 years experience should be in the Metro Projects.	Working/Worked in the grade of Rs. 46000-145000 (IDA) for minimum two years
5	Company Secretary	01 (One)	Rs.60,000-1,80,000 (IDA)	45 Yrs.	Fellow/Associate Member of Institute of Company Secretaries of India (ICSI) having Bachelor's Degree from recognised University, A minimum of 8 years' experience as a Company Secretary out of which a minimum of 3 years should be in a Private/ Public company having paid up share capital of Rs.20 Crores or more (Kindly attach documentary proof). Candidates having LLB Degree will be given preference.	Working in the grade of Rs.50,000-Rs.1,60,000/- (IDA) for minimum two years
6	Sr. DGM (Civil)	01 (One)	Rs.80,000-2,20,000 (IDA)	48 Yrs.	B.E./ B. Tech (Civil) from Govt. recognized University/ Institute with minimum 60% marks or equivalent CGPA and, Minimum 11/13 Years of Post Qualification experience in Civil	Working in the grade of Rs.80,000-Rs.2,20,000/- (IDA) Or Rs.70,000-Rs.2,00,000/- (IDA)

					<p>Engineering works from Gazetted / Executive level (E-2/L-10/L-9 & above)</p> <p>The Candidate should have 11/13 years' experience respectively in the field of Civil Engineering out of which 3 years' experience in construction of elevated viaduct/ bridges etc of Metro/ Railway projects and at least 2 years experience in tendering.</p>	
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Note :

1. The job is transferable and the selected candidate will be posted at any of the office /location where GMRL will be executing Project. The current project is located in Gurugram city.
2. Experience and Age will be counted on 01.05.2025.
3. For the candidates working in CDA scale or other than IDA scale, scales equivalent to corresponding grade pay will be considered for the judging of the eligibility.

SELECTION PROCESS:

Suitable candidates will be shortlisted, based on their eligibility/ experience in the relevant field and may be called for interview.

The candidates will be offered position in GMRL on immediate absorption or deputation basis with respect to his eligibility vis-à-vis his last position in parent organization and length of service or as per the suitability decided by the selection committee.

HOW TO APPLY:

Applicants should send their application, as per the enclosed Format (**Annexure I**) giving details about qualification, experience and career achievements (in a separate sheet), should reach at the under mentioned address, positively by 12.06.2025 in hard copy:

The Managing Director,
Gurugram Metro Rail Limited.
Operation Control Centre,
Moulsari Avenue Road,
Near Metro Pillar No. 147,
Gurugram-122001, Haryana, India.

GENERAL INSTRUCTIONS:

The application duly supported with the following documents through proper channel be reached to the GMRL on or before 5:00 PM of 12.06.2025:-

- a. Educational Certificates
 - b. High school Certificate as proof of Date of Birth is necessary.
 - c. Work experience Certificate
 - d. Copies of the APARs
1. Applicants have to submit a copy of his application with complete documents before the due date of submission i.e. on or before 5:00 PM of 12.06.2025. However, application through proper channel i.e. by parent department should also be reached latest by 20.06.2025 for taking final decision by GMRL.
 2. Before applying, the candidate should ensure that he/ she fulfills the eligibility criteria and other norms mentioned in this advertisement.
 3. Experience and Age will be counted on 01.05.2025.
 4. In case of any query the same may be sent to jobgmrl@gmail.com.
 5. Shortlisted candidates list shall be conveyed separately and they will have to appear for interview on the scheduled date and time with all original documents/ testimonials and experience certificate.
 6. **Canvassing in any form shall disqualify the candidate.**

Managing Director

GMRL

ANNEXURE - I**GURUGRAM METRO RAIL LIMITED.****C-3, HSVP Complex, Sector 6, Panchkula-134109.****Application Form**

1.	Vacancy Notice No.			Affix your latest passport size photograph, duly self attested across
2.	Application for the post of			
3.	Basis of Applying (Tick any one)	Deputation / Absorption basis		
4.	Applicant's Name (in Block Letters)			
5.	Father's/ Husband's Name			
6.	Date of Birth(dd/mm/yyyy)			
7.	Gender			
8.	Age as on 01.05.2025	Years	Months	Days
9.	Category (UR/SC/ST/OBC/PWD)			
10.	Nationality			
11.	Organization Name			
12.	Present Designation			
13.	Present Pay-Scale/ Basic pay			
14.	Correspondence Address			
15.	Contact No.			
16.	E-mail ID			

B. EDUCATION DETAILS

	Name of Board/ Institute/ University	Year of passing	Division/ Grade/ Percentage
High School/SSC/ Matriculation Exam.			
Graduation / Technical Qualification			
Master Degree/ M.Tech			
Any Other Qualification			

(Attach separate sheet, if required)

C. EXPERIENCE DETAILS:

S.N.	Period		Designation	Organisation	Responsibilities in brief
	From	To			

(Attach separate sheet, if required)

D. OTHER DETAILS

1.	Whether any punishment awarded in last 5 years.	Yes/ No	
	If Yes, please furnish details		
	Whether any disciplinary action/ inquiry is contemplated against the applicant	Yes/ No	
	If Yes, please furnish detail		
	Furnish grading (Outstanding/ Very Good/ Good/ Average/ Below average) of Annual Performance Appraisal Report (APAR).	2020-21	
		2021-22	
		2022-23	
		2023-24	
		2024-25	
	Time required for joining, if selected		

I, _____, hereby declare that the information as furnished are true and correct to the best of my knowledge. If any of the information is found to be incorrect, my candidature for the post applied is liable to be cancelled at any stage of the selection process or thereafter.

Date:

(Signature of the candidate)

Place:

Name _____

Designation _____