



# CHENNAI METRO RAIL LIMITED

(A Joint Venture of Govt. of India & Govt. of Tamil Nadu)

**METROS**

**ANNA SALAI, NANDANAM, CHENNAI - 600 035.**

## **EMPLOYMENT NOTIFICATION No: CMRL/HR/CON/04/2024, dated 07-02-2024**

Chennai Metro Rail Limited (CMRL), a Joint Venture of Government of India and Government of Tamil Nadu, is a special purpose vehicle (SPV) entrusted with the responsibility of implementing the Metro Rail Project in the city of Chennai.

CMRL invites applications from qualified and experienced personnel for the appointment of undermentioned posts from Indian Railways / other PSU's on deputation / contract basis: -

Post Code	Name of the Post	Type of Employment	No. of Post	Consolidated Pay (Per Month)	Min Exp. (Yrs)	Max Age (Yrs)
1	GM (S & T)	Contract/ Deputation	1	Refer Employment Notification No.CMRL-HR-CON-DEP-03-2024 dated 31-01-2024 for further details		
2	GM (AFC, Tele & IT)		1	Rs. 2,25,000/-	20	Min – 45 Max – 55
3	AGM (Signal)		1	Rs.1,60,000/-	17	47
4	JGM (AFC, Tele & IT)		1	Rs.1,45,000/-	15	43
5	DGM (Signal)		1	Rs.1,25,000/-	13	40
6	DGM (Telecom)		1			
7	DGM (AFC & IT)		1			
8	MGR (Signal)	Contract	2	Rs.85,000/-	7	38
9	MGR (Tele)		1			
10	MGR (AFC & IT)		2			
11	DM/AM (Signal)		1	DM- Rs.75,000/- AM-Rs.62,000/-	DM - 04 AM - 02	DM - 35 AM - 30
12	DM/AM (Tele)		1			
13	DM/AM (AFC & IT)		1			
14	Line Supervisor / Crew Controller	Retired	1	Pay fixation & other norms are as per the extant rules & Policy applicable for retired officials		

### **Note: -**

- Age, qualification & experience stipulated for above posts should be as on **07-02-2024**. Age will be relaxed for deserving and experienced candidates
- Higher remuneration / Higher post shall be considered based on the past experience, performance in the interview, higher qualification, exceptional credentials and expertise in the relevant field.
- Apart from the consolidated pay, benefits like Medical & Personal Accident Insurance, Life Insurance, Mobile Phone reimbursement & Sim Card for official use and other admissible allowances applicable as per the extant rules of CMRL HR policy shall be paid.

**Scale of Pay for deputation basis:**

The deputationist shall have the option either to draw pay being drawn in the parent organization with deputation allowance and project allowance at 10% of Basic Pay each.

(or)

To draw equivalent cadre IDA pay scale in CMRL with IDA, HRA and Cafeteria Allowance (20% of basic pay)

**Tenure of deputation:**

The Initial Period of deputation will be for a period of 3 years, which shall be extendable up to 5 years.

**1) Required Qualification and Experience: -**

**a) General Manager (S & T)**

Refer the Employment Notification No.CMRL-HR-CON-DEP-03-2024 dated 31-01-2024 for the detailed terms & conditions and other procedures to apply for the post of GM (S & T) vide url

<https://chennaietrail.org/wp-content/uploads/2015/11/Employment-Notification-No.CMRL-HR-CON-DEP-03-2024-GM-S-T.pdf>

**b) General Manager (AFC, Tele & IT) (01 Post) Post Code – 2**

**i. Qualification: -**

Must possess B.E/B.Tech in ECE / IT / CSE/ EEE or a combination of any of these disciplines from a Govt. recognized Institute / University approved by AICTE/UGC.

**ii. Experience: -**

**For Deputation basis**

- a) Should be a SAG grade (IRSSE/ITS) Group A officer with minimum of 20 years of experience in Railways or any PSUs or Govt organisation.
- b) Shall have experience in design, installation, testing, commissioning & operation of backbone OFC, copper or other cable, SDH & UHF equipment, commissioning of LAN/WAN Server, digital/IP exchanges, PA System and Surveillance system.
- c) Should have experience in tendering and contract management.
- d) IT & AFC experience shall be an added advantage and is preferable.

**For Contract basis**

The incumbent must have post qualification Executive experience of minimum 20 years. Out of 20yrs experience, the candidate must have a minimum of 15 years of experience in Contract Management, Installation, testing & commissioning and/or Operation and maintenance of Metro/LRT/High Speed Rail Telecommunication/AFC/IT systems/reputed private organisations

- a) The incumbent should be working in a similar position or should have 5 years relevant experience in the immediate lower post/equivalent scale.
- a) Experience in Metro Railway project operation of wireless transmission system, Data Communication systems required for signaling and centralized operations and mission critical communication systems would be an added advantage.

**c) Additional General Manager (Signal) (01 Post) – Post Code – 3**

**i. Qualification: -**

Must possess B.E/B.Tech in (ECE) / (EEE) or a combination of any of these disciplines from a Govt. recognized Institute / University approved by AICTE/UGC. Post graduation in the relevant field is an added advantage.

**ii. Experience: -**

For Deputation basis

- a) Should be in SG grade (IRSSE) officer in Group A with minimum of 17 years of experience
- b) Should possess experience in design, installation, testing, commissioning & operation of Electronic Interlocking for Railway signaling, and automatic signaling system based on AFTC/Axle Counter based track detection. Experience in Train Protection & Warning Systems will be an added advantage.
- c) Should have experience in tendering and contract management.
- d) Experience in Implementation of design, installation, commissioning of backbone OFC, copper or other cable, SDH & UHF equipment, commissioning of LAN/WAN Server, digital/IP exchanges, PA System and Surveillance system will be an added advantage.
- e) Implementation of design, installation, commissioning of backbone OFC, copper or other cable, commissioning of LAN/WAN server, digital/IP exchanges, PA System and Surveillance System, wireless transmission system will be an added advantage.

For Contract basis

- a) The incumbent should possess experience in post qualification Executive experience of 17 years and Out of 17 yrs experience, the incumbent must have minimum 12 years of experience in implementation / execution of projects / maintaining assets in Metro Signalling system such as CBTC, distance to go based Metro Signalling etc in reputed private organizations or Railway Systems /Metro / LRT/ Sub-urban Rail systems.
- b) The incumbent should be working in a similar position or should have 5 years relevant experience in the immediate lower post/equivalent scale.
- c) Should have experience in tendering and contract management.
- d) Implementation of design, installation, commissioning of backbone OFC, copper or other cable, commissioning of LAN/WAN server, digital/IP exchanges, PA System and Surveillance System, wireless transmission system will be an added advantage.
- e) Experience in Metro Railway project operation of wireless transmission system, AFTC based automatic signalling /CBTC signalling system and centralized operations and mission critical communication systems would be an added advantage.

**d) Joint General Manager (AFC, Telecom & IT) (01 Post) – Post Code - 4**

**i. Qualification: -**

Must possess B.E/B.Tech in (ECE) / IT / CSE/ (EEE) or a combination of any of these disciplines from a Govt. recognized Institute / University approved by AICTE/UGC.

**ii. Experience: -**

For Deputation basis

- a) Should be in SG grade (IRSSE/ITS) in Group A with minimum of 15 years of experience.

- b) The incumbent should have relevant experience in Implementation/ Execution of Projects, Design, Installation, Testing, Commissioning, Operation and Maintenance of AFC/Telecommunication and IT infrastructure of Metro Railway/ Indian Railway/ Railway PSU Systems.
- c) Experience in Design, Installation, Commissioning of OFC based back-bone communication systems, Digital/IP/Analogue exchanges, Access Control, Display Systems, Wireless transmission systems, Networking, Network Switches, LAN/WAN servers, AFC/IT infrastructure, PA System and Surveillance system in Railway/Industrial environments will be an added advantage.
- d) Applicants should have experience in Tendering & Contract Management and Procurement

**For Contract basis**

- a) The incumbent should have minimum 15 years of Post Qualification Executive experience in Metro Rail/ Railway/ Railway PSUs/ Government Organisation/ Metro related reputed private organisations. Out of 15yrs experience, the candidate must have a minimum of 10 years of experience in the following areas:-
- b) The incumbent should be working in a similar position or should have 5 years relevant experience in the immediate lower post/equivalent scale.
- c) The incumbent should have relevant experience in Implementation / Execution of Projects, Design, Installation, Testing, Commissioning, Operation and Maintenance of AFC/Telecommunication and IT infrastructure of Metro Railway/ Indian Railway/ Railway PSU Systems.
- d) Experience in Design, Installation, Commissioning of OFC based back-bone communication systems, Digital/IP/Analogue exchanges, Access Control, Display Systems, Wireless transmission systems, Networking, Network Switches, LAN/WAN servers, AFC/IT infrastructure, PA System and Surveillance system in Railway/Industrial environments will be an advantage
- e) Should have experience in Tendering & Contract Management and Procurement.
- f) Incumbents with modern urban metro rail systems will be given preference.

**e) Deputy General Manager Signal (01 Post) – Post Code -5**

**i. Qualification:**

- a) Must be a B.E/B.Tech in Electronics & Communication Engineering (ECE) / Electrical & Electronics Engineering (EEE) or a combination of any of these disciplines from a Govt. recognized Institute / University approved by AICTE/UGC. Post graduation in the relevant field is an added advantage.

**ii. Experience: -**

**For Deputation basis**

- a) Should be in JAG grade (IRSSE) with minimum of 6 years of experience in Group-A / 10 years in Group-B.
- b) Should have experience in design, installation, testing, commissioning and maintenance of Electronic Interlocking systems for Railway Application / AFTC based automatic signaling / AFTC or Axle-counter based track detection systems / Train Protection & Warning Systems. Also, should have experience in Technical Tender document preparation / Tender documents submission / Tender Evaluation / Contract Management in the above areas.

- c) Implementation of design, installation, commissioning of OFC based back-bone Communication systems, Wi-Fi networks in open bands, MAN/LAN systems, digital/IP exchanges, PA system and Surveillance system in Railway / Industrial environments will be an added advantage.

For Contract basis

- a) The incumbent should possess 13 yrs. of post qualification Executive experience, out of 13 years the incumbent must have minimum 7 years of experience in implementation / execution of projects / maintaining assets in Metro Signalling system such as CBTC, distance to go based Metro Signaling in a reputed private organizations or Railway Systems/Metro/LRT/ Sub-urban Rail system
- b) The incumbent should be working in a similar position or should have 5 years relevant experience in the immediate lower post/equivalent scale.
- c) Should have experience in tendering and contract management.
- d) Implementation of design, installation, commissioning of backbone OFC, copper or other cable, commissioning of LAN/WAN server, digital/IP exchanges, PA System and Surveillance System, wireless transmission system will be an added advantage.

**f) Deputy General Manager Telecom (01 Post) – Post Code -6**

**i. Qualification:**

Must be a BE/B.Tech in (ECE/EEE) or combination of any of these disciplines from a Government recognized Institute/ University approved by AICTE / UGC. Post graduation in the relevant field is an added advantage.

**ii. Experience: -**

For Deputation basis

- a) Should be in JAG (IRSSE/ITS) grade officer with minimum of 6 years of experience in Group - A / 10 years in Group-B.
- b) Applicants should have relevant experience in Implementation/ Execution of Projects, Design, Installation, Testing, Commissioning, Operation and Maintenance of Telecommunication infrastructure of Metro Railway/ Indian Railway/ Railway/ PSU's/Government Organisations.
- c) Experience in Design, Installation, Commissioning of OFC based backbone communication systems, Digital/IP/Analogue exchanges, Access Control, Display Systems, Wireless transmission systems, Networking, Network Switches, LAN/WAN servers, PA System and Surveillance system in Railway/Industrial environments will be an added advantage.
- d) Applicants should have experience in Tendering & Contract Management and Procurement
- e) Candidates with experience of working in modern urban metro rail systems will be given preference.

For Contract basis

- a) The incumbent should have minimum 13 years of Post Qualification Executive experience in Metro Rail/ Railway/ Railway PSUs/ Government Organization/ large reputed private organizations in the following areas
- b) The incumbent should be working in a similar position or should have 5 years relevant experience in the immediate lower post/equivalent scale.

- c) Incumbents should have relevant experience in Implementation/ Execution of Projects, Design, Installation, Testing, Commissioning, Operation and Maintenance of Telecommunication infrastructure of Metro Railway/ Indian Railway/ Railway PSU Systems.
- d) Experience in Design, Installation, Commissioning of OFC based back-bone communication systems, Digital/IP/Analogue exchanges, Access Control, Display Systems, Wireless transmission systems, Networking, Network Switches, LAN/WAN servers, PA System and Surveillance system in Railway/Industrial environments will be required.
- e) Applicants should have experience in Tendering & Contract Management and Procurement.
- f) Applicants with experience of working in modern urban metro rail systems will be given preference.

**g) Deputy General Manager (AFC & IT) (01 Post) – Post Code -7**

**i) Qualification:**

Must be a BE/ B.Tech in (ECE/EEE/IT/CSE) or combination of any of these disciplines from a Government recognized Institute/ University approved by AICTE/UGC.

**ii. Experience: -**

**For deputation basis**

- a) Should be in JAG (IRSSE/ITS) grade officer with minimum of 6 years of experience in Group - A / 10 years in Group-B.
- b) Applicants should have relevant experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT & AFC infrastructure of Metro Railway/ Indian Railway/ Railway PSU Systems/Government Organisations. Knowledge of Design, Installation, Commissioning of AFC Gate and related ticketing systems
- c) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT infrastructure of any industry. Knowledge of Design, Installation, Commissioning of Networking, Switches, LAN/WAN servers & related Software, Software integration with third party software, Network Security, Cyber Security, ERP implementation will be required.
- d) Applicants should have experience in Tendering & Contract Management and Procurement
- e) Applicants with experience of working in modern urban metro rail systems will be given preference.

**For Contract basis**

The incumbent should have minimum 13 years of Post Qualification Executive experience in IT & AFC Infrastructure of Metro Rail/ Railway / Railway PSUs/ Government Organization/ large reputed private organization in the following areas

- a) The incumbent should be working in a similar position or should have 5 years relevant experience in the immediate lower post/equivalent scale.
- b) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT & AFC infrastructure,
- c) Knowledge of Design, Installation, Commissioning of AFC Gate and related ticketing systems
- d) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT infrastructure of any industry. Knowledge of Design, Installation, Commissioning of Networking, Switches, LAN/WAN servers & related Software, Software integration with third party software, Network Security, Cyber Security, ERP implementation will be required.

**h) Manager Signal (02 Post) – Post Code -8**

Must be a B.E/B.Tech in Electronics & Communication Engineering (ECE) / Electrical & Electronics Engineering (EEE) or a combination of any of these disciplines from a Govt. recognized Institute / University approved by AICTE/UGC. Post graduation in the relevant field is an added advantage. Out of 07yrs experience, the candidate must have a minimum of 4 years of experience in the relevant field.

The incumbent should possess Minimum 7 years of post Qualification Executive experience in a Railway Systems/Metro/LRT/ Sub-urban Rail systems or a large reputed private organization

The incumbent should be working in a similar position or should have 4 years relevant experience in the immediate lower post/equivalent scale.

The incumbent should have experience in Contract Management, Installation, testing & commissioning and/or Operation and maintenance of Signalling Systems in Metro/LRT/High speed rail organization or Indian railways.

**i) Manager (Telecom)- (01 Post) – Post Code - 9**

Must be a BE/B.Tech in (ECE) /(EEE) or combinations of any of these from a Government recognized Institute/ University approved by AICTE/UGC. Post graduation in the relevant field is an added advantage.

The incumbent should have minimum 7 years of Post Qualification Executive experience in a Metro Rail/ Railway / Railway PSUs/ Government Organization/ large reputed private organization in the relevant fields. Out of 07yrs experience, the candidate must have a minimum of 4 years of experience in the relevant field

The incumbent should be working in the similar grade or have minimum 4 years experience in immediate lower grade/its equivalent scale.

a. Should have relevant experience in Implementation/ Execution of Projects, Design, Installation, Testing, Commissioning, Operation and Maintenance of Telecommunication infrastructure

b. Experience in Design, Installation, Commissioning of OFC based backbone communication systems, Digital/IP/Analogue exchanges, Access Control, Display Systems, Wireless transmission systems, Networking, Network Switches, LAN/WAN servers, PA System and Surveillance system in Railway/Industrial environments will be required.

c. Should have experience in Tendering & Contract Management and Procurement.

d. Should have experience of working in modern urban metro rail systems will be given preference.

**j) Manager (AFC & IT)- (02 Post) – Post Code – 10**

Must be a BE/ B.Tech in (ECE/EEE/IT/CSE) or combination of any of these disciplines from a Government recognized Institute/ University approved by AICTE/UGC.

The incumbent should have minimum 7 years of Post Qualification Executive experience in IT & AFC Infrastructure of Metro Rail/ Railway/ Railway PSUs/ Government Organization/ large reputed private organization . Out of 07yrs experience, the candidate must have a minimum of 4 years of experience in the following areas:-

- a) The incumbent should be working in a similar position or should have 4 years relevant experience in the immediate lower post/equivalent scale.
- b) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT & AFC infrastructure.

- c) Knowledge of Design, Installation, Commissioning of AFC Gate and related ticketing systems
- d) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT infrastructure of any industry. Knowledge of Design, Installation, Commissioning of Networking, Switches, LAN/WAN servers & related Software, Software integration with third party software, Network Security, Cyber Security, ERP implementation will be an added advantage

**k) Deputy Manager/Assistant Manager (Signal) – (01 Post) – Post Code -11: -**

Bachelor's degree in Electronics & Communication Engineering (ECE) / Electrical & Electronics Engineering (EEE) or a combination of any of these disciplines from a Govt. recognized Institute / University approved by AICTE/UGC. Post graduation in the relevant field is an added advantage.

The incumbent should have post qualification experience of minimum 04 years for Deputy manager level and 02 years for Assistant Manager level in Contract Management, Installation, testing & commissioning and/or Operation and maintenance of Signalling Systems in Metro/LRT/High speed rail organization, Sub-urban rail, Indian railways or large reputed private organizations

Should have been working in similar grade or in immediate lower grade/its equivalent scale (In lower grade minimum 2 years experience for DM Level and 1 year is essential in relevant field for AM Level)

**l) Deputy Manager/Assistant Manager (Telecom) – (01 Post) – Post Code 12: -**

Must be a BE/B.Tech in (ECE/EEE) or combination of any of these disciplines from a Government recognized Institute / University approved by AICTE / UGC. Post graduation in the relevant field is an added advantage.

The incumbent should have minimum 04 years of post qualification experience of 04 years for Deputy manager level and 02 years for Assistant Manager level in Implementation/ Execution of Projects, Design, Installation, Testing, Commissioning, Operation and Maintenance of Telecommunication infrastructure of Metro Railway/ Indian Railway/ Railway / PSU Systems / Government Organizations/large reputed private organizations.

Experience in Design, Installation, Commissioning of OFC based back-bone communication systems, Digital/IP/Analogue exchanges, Access Control, Display Systems, Wireless transmission systems, Networking, Network Switches, LAN/WAN servers, PA System and Surveillance system in Railway/Industrial environments will be an added advantage.

Should have been working in similar grade or in immediate lower grade/its equivalent scale (In lower grade minimum 2 years experience for DM Level and 1 year is essential in relevant field for AM Level)

**m) Deputy Manager/Assistant Manager (AFC & IT) – (01 Post) – Post Code 13: -**

Must be a BE/ B.Tech in (ECE/EEE/IT/CSE) or combination of any of these disciplines from a Government recognized Institute/ University approved by AICTE/UGC.

The incumbent should have Post Qualification experience of minimum 04 years for DM Level and 02years for AM Level in IT & AFC Infrastructure of Metro Rail/ Railway/ Railway PSUs/ Government Organization/ large reputed private organization in the following areas:-



- a) The incumbent should be working in a similar position or should have 4 years relevant experience in the immediate lower post/equivalent scale.
- b) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT & AFC infrastructure,
- c) Knowledge of Design, Installation, Commissioning of AFC Gate and related ticketing systems
- d) Experience in Planning, Design, Installation, Testing, Commissioning, Operation and Maintenance of IT infrastructure of any industry. Knowledge of Design, Installation, Commissioning of Networking, Switches, LAN/WAN servers & related Software, Software integration with third party software, Network Security, Cyber Security, ERP implementation will be an added advantage

**n) Line Supervisor /Crew Controller – (01 Post) – Post Code 14: -**

Must possess degree in any discipline from a Government recognized Institute / University approved by AICTE/UGC.

The incumbent should not exceed 62 years of age as on date of notification should possess minimum 15 years of work experience. Out of 15 years, at least 10 years in Operation control office as Controller / Assistant Chief Controller is essential and must have knowledge in analyzing and generating MIS reports from app-based applications.

Should have experience in Supervising the controllers on shift in Operation Control center deputed by Operations & systems department and managing their rosters.

Providing access rights to controllers based on their roles, Monitoring & reporting train services punctuality, coordination with maintenance team for power block allocation, Support controllers in traffic regulation, Passenger information communications, decision making in traffic regulation while operating during any failures / degraded mode etc.

**2) Selection process:**

The selection methodology comprises of two - stage process, interview followed by a medical examination. The selection process will judge the candidate on different facets like knowledge, skills, comprehension, attitude, aptitude, and physical fitness.

**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 candidate. To & fro travel expenses for the medical test shall be borne by the candidate. The candidate who fails the prescribed medical test will not be given any alternative employment and the decision of CMRL is final on 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's character and antecedents is suitable in all respects for appointment to the service.

**4) Concessions & Relaxations:**

- a. The age limit prescribed shall be increased by five years in respect of candidates belonging to Scheduled Castes or Scheduled Caste (Arunthathiyars) or Scheduled Tribes and two years in respect of candidates belonging to Most Backward Classes/ Denotified Communities, Backward Classes (other than Muslim) or Backward Classes (Muslim).

- b. A Differently Abled Person shall be eligible for an age concession up to ten years over and above the age limits prescribed for the notified post by direct recruitment only, provided the applicant is otherwise fully suitable and the disability is not such as would render him incapable of efficiently discharging the duties w.r.t post for which the candidate is selected.
- c. The upper age for Ex-Servicemen will be prescribed age limit plus the length of service in armed forces plus 03 years.

**5) Payment of application fee (Non-refundable fee) (Applicable only for Contract type of employment) :**

- a. Unreserved & candidates falling under other category are required to pay/transfer a Non-refundable fee of Rs.300/- and SC/ST are required to pay/transfer a non-refundable fee of Rs.50/- (processing fees) in the form online payment through electronic mode to the below mentioned account and upload the NEFT/UPI payment receipt/acknowledgement details in the online application form.

**BENEFICIARY NAME: M/S CHENNAI METRO RAIL LIMITED**

**SBI Account: 00000030990166827**

**Type of Account: Current Account**

**IFSC: SBIN0009675**

**BRANCH: KOYAMBEDU, CHENNAI**

- b. **No application fee for Differently Abled persons. Only disability certificate to be uploaded online in the application.**
- c. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility and time limit before paying the application fee.

**6) General Conditions:**

- a. Only Indian Nationals need to apply.
- b. Age, Qualification & experience stipulated above should be as on **07-02-2024**. The candidates before applying are advised to ensure that they fulfill the eligibility criteria and other requirements mentioned and that the particulars furnished by them are correct in all aspects. 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 the candidate has furnished any incorrect or false information or has suppressed any material fact, the candidature is liable to be rejected. If any of the above shortcomings is / are detected even after appointment, the services will be terminated without any notice.
- c. The contract period for contract type of appointment is initially for a period of 2 years and the same will be extended for further period subject to the requirement and performance of the candidates as per the existing terms and conditions on mutual consent.
- d. In order to regulate the number of candidates to be called for interview, if so required, the management reserves the right to raise the minimum eligibility standards/criteria.
- e. Merely meeting the above qualifications and experience shall not entitle a candidate to be selected for interview. Only short-listed candidates will be notified for interview. CMRL reserves the right to shortlist the candidates. Acceptance or rejection of the application of the candidates will be at the sole discretion of Management.

- f. Depending on the requirements, the CMRL reserves the right to cancel / curtail / increase the number of vacancies without any further notice and without assigning any reason thereof.
- g. Depending upon the response, the management reserves the right to increase or relax the eligibility standards / criteria for the said post.
- h. No TA / DA will be paid by CMRL to the candidates for attending the interview.
- i. CMRL reserves the right to withdraw the advertised posts at any time without assigning any reason and also reserves the right to fill either in the same position or at a lower position or not to fill the posts and CMRL decision in this regard shall be final.
- j. Persons already working in Government / PSU organization should apply through proper channel and produce NOC at the time of interview.
- k. Incomplete online application or without relevant supporting enclosures (self-attested copies of degree / mark sheet / experience certificate of the latest position should indicate a detail / nature / function / job presently being handled etc. will be outright rejected.
- l. Candidates attempting to influence or interfere with the selection process will be rejected summarily and be declared disqualified for future CMRL recruitments.
- m. Provisionally selected candidates need to submit the original certificates / other related documents during the certificate verification process. The provisionally selected candidates will be intimated to appear for original certificates verification and medical examination.
- n. Candidates already working in Government / PSU organization should apply online and forward their scanned copy of computer-generated application through proper channel along with attested copies of last 5 years ACRs' Vigilance / D&AR clearance and other supporting certificates / documents to [hr@cmrl.in](mailto:hr@cmrl.in) or produce NOC at the time of interview.

## **7. How to Apply through Online & other instructions:**

- a. Before applying, candidates are advised to read the advertisement carefully and ensure that they fulfil all the eligibility criteria. Their eligibility is provisional and the same will be verified only in case they are shortlisted for selection. Eligible and interested candidates are required to apply only online on CMRL Website under careers section vide URL <https://careers.chennaietrorail.org/>

### **b. Step by step procedure to apply online.**

**Step 1** - Candidate must register in CMRL Career portal by using a valid email id. The email id registered in the portal will only be used for any further correspondences from CMRL.

**Step 2** - A registration link will be sent to the candidate's registered email id. Therefore, candidates are required to click the verify button to authenticate their email id. Upon verifying, the user will be redirected to the CMRL career page to log in and apply.

**Step 3** – Candidates are required to fill all details in each section and make sure to upload the requisite documents as per the notification, wherever applicable, in order to authenticate the details mentioned in the application form.

- c. Scrutiny of applications for short listing of candidates will be solely based on documents / certificates uploaded by the candidates at the time of registration / submission of application through ONLINE. 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 the candidate has furnished any incorrect or false information or has suppressed any material fact or fake certificates / documents, the candidature is liable to be rejected. If any of the above shortcomings is / are detected even after appointment, the services will be terminated without any notice.
- d. No Hard copy / paper applications will be entertained, and candidates are advised not to send any hard copy to this office.
- e. Candidates are required to apply online along with requisite documents on or before **24-03-2024**.
- f. List of self-attested documents to be uploaded online.

Sl. No	<b><u>List of self-attested documents to be uploaded</u></b>	<b>Doc Format</b> (2 MB comprising for all doc.)
1	Upload the recent passport size photograph in the online application form	JPEG/PNG
2	Age Proof – Copy of Birth Certificate / 10 <sup>th</sup> Std. Certificate	PDF
3	Copy of Community Certificate	
4	Educational Qualifications (from 10 <sup>th</sup> Std. to last qualified degree)	
5	Experience Certificates (Present & Previous employments)	
6	NOC/Through Proper Channel letter (Applicable for Govt/PSU)	
7	Application fee – NEFT/UPI Payment details	
8	Copy of the detailed Resume / Bio data / CV	
9	Proof for Ex-Servicemen details (as applicable)	
10	Proof of Disability Certificate (as applicable)	
11	Duly attested copies of last 5 years ACRs (Applicable for deputation post only)	
12	Vigilance clearance & Integrity certificate (Applicable for deputation post only)	
13	Proforma of the Certificate to be obtained by the HR/Personnel from the current organization (Applicable for deputation post only)	
14	Any Other relevant certificates (if any)	

- g. In case of any assistance with respect to submission of online applications, candidates are requested to contact CMRL by telephone (044-24378000) during working days between 10:00 a.m to 6.00 p.m.
- h. Email queries may be addressed to “[hr@cmrl.in](mailto:hr@cmrl.in)”

**Additional General Manager (HR)**