



# GUJARAT METRO RAIL CORPORATION (GMRC) LIMITED

(SPV of GOI and GOG)

(Formerly known as Metro-Link Express for Gandhinagar And Ahmedabad (MEGA) Company Limited)

No. GMRC/HR/RECT/Non-Tech/Dec-2019/01

Date: 18<sup>th</sup> December, 2019

## **RECRUITMENT NOTIFICATION FOR APPOINTMENT ON CONTRACT BASIS**

Gujarat Metro Rail Corporation (GMRC) Limited, a 50:50 Special Purpose Vehicle (SPV) jointly owned by Government of India and Government of Gujarat is entrusted with the responsibility of implementation of Metro Rail Projects in Gujarat.

**GMRC invites applications from qualified and experienced candidates as per the following posts and appointments will be only on “Contract” with min.3 years to 5 years, on standard terms & conditions of the Organization:**

Sr. No.	Name of Post	Scale of Pay (Revised IDA Scale)	No. of vacancies	Min. Post Qualification Experience in Yrs.	Education Qualification & Essential experience	Max. Age as on date of advertisement
1	Manager (Finance & Accounts)	60000-180000	1 No.	7 to 9 years	<p>Candidate must be a Member of the institute of Chartered Accountants of India or Member of the Institute of Cost Accountants of India having minimum 7 to 9 years of post-qualification experience in the areas of Direct Taxes Provisions, Indirect Taxes Provisions, Compliance with Accounting Standard requirements, Finalization of Budget preparation &amp; Control in an organization implementing large construction / infrastructure project.</p> <p>Candidate working in any PSU / Board / Organization of Government / Metro Rail Organization will be given preference. Working knowledge in SAP-FICO is desirable.</p>	38 years
2	Assistant Manager (Finance & Accounts)	50000-160000	1 No.	5 years	<p>Candidate must be a Member of the Institute of Chartered Accountants of India or Member of the Institute of Cost Accountants of India or MBA with specialization in Finance from a Govt. recognized Institute/University with minimum 5 years of post-qualification experience in the areas of Direct Taxes Provisions, Indirect Taxes Provisions, Compliance with Accounting Standard requirements, Finalization of Budget preparation &amp; Control in an organization implementing large construction / infrastructure project.</p> <p>Candidate working in any PSU / Board / Organization of Government / Metro Rail Organization will be given preference. Working knowledge in SAP-FICO is desirable.</p>	30 years
3	Sr. Executive (Finance & Accounts)	35000-110000	02 Nos.	3 Years	<p>Candidate must be a MBA (Finance) with minimum 3 years of relevant post-qualification experience in an organization implementing large construction / infrastructure project.</p> <p>Candidate working in any PSU / Board / Organization of Government / Metro Rail Organization will be given preference. Working knowledge in SAP-FICO is desirable.</p>	28 years



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4	Manager (HR)	60000-180000	01 No.	9 years	<p>Candidate must be a full time MBA (HR)/MHRM from reputed Govt. recognized Institute/University and must have secured more than 60 percent marks, passed in first attempt, with minimum 9 years of Post Qualification experience. Candidate should have experience in entire gamut of Human Resource Functions in large Infrastructure/Construction Companies in the areas of end-to-end Recruitments, Policy Formulation, Training &amp; Development, Performance Management System, Compensation &amp; Benefit Administration, Statutory Compliances, Industrial Relations, Liaisoning with Government Bodies / NGO's, legal matters, grievance redressal mechanism, etc.</p> <p>Candidates with Full-time graduation degree in Law from Govt. recognized institute will be preferred. Preference will be given to Professionals having experience in working with Government companies/Boards or PSUs / Corporations . Hands-on experience in SAP (HCM) ERP packages is desirable.</p>	38 years
5	Asst. Manager (HR)	50000-160000	02 Nos.	5 years	<p>Candidate must be a full time MBA (HR)/MHRM from Govt. recognized Institute/University and must have secured more than 60 percent marks, passed in first attempt, with minimum 5 years of Post Qualification experience in areas of end-to-end Recruitments, Payroll &amp; Attendance Management, Contract Labor Management, EPF, ESIC, Gratuity etc., Assisting in Training Employees, Advanced MS Excel, Monthly MIS preparation.</p> <p>Preference will be given to the professionals having experience of working with Government companies/Boards or PSUs / Corporations. Hands-on experience in SAP (HCM) ERP packages is desirable.</p>	30 years

## GENERAL CONDITIONS

### 1. ON CONTRACT

- The number of posts indicated above may vary based on further assessment of requirement.
- Apart from the pay, other benefits will also be paid as per the Company Policy. Age & Experience period may be relaxed for exceptional candidates having relevant experience in Metro Rail Project.
- If selection panel finds any candidate suitable/fit for a lower post which is advertised in this advertisement, then he/she shall be selected on the lower post (irrespective of the actual post/vacancy to which candidate has applied) subject to the willingness of the candidate.
- Eligible Officials / Staff working in GMRC who have completed minimum 2 years of service at present designation & grade may apply through proper channel.
- Candidates after selection are likely to be posted at Ahmedabad / Gandhinagar or any other projects of GMRC, anywhere in Gujarat.
- Reservations Rules shall be followed as per regulations of Government of Gujarat.
- Exceptionally qualified and higher rank holders can be considered for suitable position & compensation package at the discretion of Competent Authority.
- Candidates cannot apply for more than one post.



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Further, the selected candidates will be extended medical coverage and personal accident insurance coverage apart from other entitlements as per governing policies of the GMRC.

## 2. CONTRACT APPOINTMENT

1. The Contract Appointment will be initially for 3 years to 5 years on extendable basis.
2. The contract of appointment may be terminated by either side by giving 30 days (up-to Assistant Manager Cadre) or 90 days (Manager & above Cadre) notice or by paying the contractual remuneration / salary in lieu of notice period, if the circumstances so warrant.

## 3. CONDITIONS

1. Candidates who have appeared for interviews conducted by GMRC for the above said posts on an earlier occasion need not send their applications again unless there is a change in the eligibility criteria.
2. Prescribed qualifications are the minimum requirements and mere possession of the same does not entitle candidates to be called for interview.
3. The experience is post qualification and the minimum required. Mere possession of minimum experience does not confer any right for interview / selection.
4. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection/appointment shall be a disqualification.

## 4. SELECTION

1. Applicants should fill up the required information **online only** on our Company website through the link under <http://www.gujaratmetrorail.com/careers/> "APPLY ONLINE" along with necessary attachments in a merged single PDF file containing CV, payslips & testimonials etc., on or before **17<sup>th</sup> January, 2020**.
2. Any candidate found guilty of impersonation or submitting fabricated documents or making statements, which are false, incorrect or indulging in suppression of facts, attempts to use unfair means for the purpose of recruitment, will be liable for rejection.
3. The candidate shall have to indicate his/her acceptance to the offer within three working days from the receipt of offer, if not; next candidate in order of merit will be offered the appointment on similar lines. However, the Competent Authority may grant such extension of time depending upon the exigencies, if so requested.

## 5. MISCELLANEOUS

1. Original Documents in support of qualification and relevant experience shall be shown and photocopies of the same to be submitted along with the Resume at the time of interview. Non-submission of documents along with the Resume, will lead to rejection of candidature at any stage during the process of recruitment.
2. GMRC shall not be liable for any damage / injury / loss to the individual, if any, sustained during the entire recruitment process and journey.
3. Management reserves the right to assess fitness or otherwise of the candidates selected.

## 7. TIME & DATE OF INTERVIEW

Call letters for interview will be issued to shortlisted applicants indicating Time, Date and Venue of the Interview.

Sd/-

Sr. Deputy General Manager (HR)