



MUMBAI METRO RAIL CORPORATION LIMITED
(A JV company of Govt. of India and Govt. of Maharashtra)
NaMTTRI Building, Plot # R-13, 'E' Block, Bandra-Kurla Complex, Bandra (E),
Mumbai - 400 051. Website: www.mmrc.com

Advt. No: MMRCL/HR-Rect./2018-02

MMRCL Recruitment Advertisement 2018-02

Mumbai Metro Rail Corporation Limited intends to appoint qualified and experienced professionals for the following posts on Regular/ Deputation basis:

Sr. No.	Name of Post	Pay Scale (IDA)	Unreserved (UR)	Total
1.	General Manager (Finance)	Rs. 51,300 – 73,000/-	02	02

• **Note:**

1. Age, qualification and experience would be as on **01st February, 2018**.
2. Online application will start from **23rd February, 2018 at 10.00 Hrs.** and will end on **22nd March 2018 at 23.59 Hrs.**
3. For detailed advertisement, Recruitment Rules, eligibility requirements and other instructions for filling the above posts please visit www.mmrc.com.

Date: 23rd February, 2018

Place: Mumbai

Sd/-
(Ashwini Bhide)
Managing Director
Mumbai Metro Rail Corporation Ltd.



MUMBAI METRO RAIL CORPORATION LIMITED

(A JV company of Govt. of India and Govt. of Maharashtra)

RECRUITMENT RULES FOR THE POST OF GENERAL MANAGER (FINANCE)

1.	Name of post	General Manager (Finance)
2.	Number of Posts	02
3.	Category	Unreserved (UR)
4.	Type of Employment	Deputation/ Regular basis
5.	Grade	E8
6.	Pay scale	IDA Pay Scale - Rs. 51,300 – 73,000/-
7.	Age limit	Not exceeding 55 years as on 01 st February, 2018 (Age is relaxable for deserving/ internal /deputation candidates, having atleast 03 years residual service)
8.	Eligibility Criteria (Qualification/ Mandatory Experience etc.)	<p><u>Qualification -</u> Must be a Graduate and 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 reputed Institute.</p> <p><u>Mandatory Experience -</u></p> <ul style="list-style-type: none"> • A Member of Group “A” Service of Government of India in JAG with 8 years’ experience or in SG with 03 years or working in SAG Grade. Appointment on deputation in case of Government Officers may also be considered. OR • Executives working in “CPSE/ PSU/ Autonomous Bodies” with 5 years’ experience in the E6 or equivalent grade with IDA pay scale of Rs 36,600 – 62,000/- or with minimum 2 years’ experience in the E7 or equivalent grade with the IDA pay scale of Rs 43,200 – 66,000/-. • He/ She must possess minimum of 18 years of post-qualification executive grade experience and dealt with areas like Project Finance, Finance, Accounting and Audit, setting up of Financial, Accounting Audit Systems and procedures, Sound knowledge of Treasury Management, Exposure of issuing Domestic & Foreign currency bonds, Knowledge of issuing shares in open market and sufficient knowledge of SEBI guidelines.

		<ul style="list-style-type: none"> • The applicant should have at least five years of cumulative experience at a senior level during the last ten years, in various aspects of Corporate Financial Management and Accounts in an organization of repute. • The candidates from Private sector should have the working experience in a firm of repute with annual turnover of not less than Rs. 2000 crores and in a minimum CTC of Rs. 20 Lakhs.
9.	Responsibilities	<ul style="list-style-type: none"> • All matters relating to Finance concurrence, Procurement and Certification of contractual payments of Projects/ Systems Packages and including contractual payment to GC/ IC. • All works relating to DPR of MML3 – Financial Scope – Monitoring and Compliance. • All works relating to JICA loan including raising of funds, correspondence etc. • All works relating to Ministry of Urban Development including raising of funds, correspondence etc. • All matters relating to State Government of Maharashtra including raising of funds, correspondence etc. • All correspondence with MMRDA relating to funds disbursement for State Government side • All matters relating to GVK / MIAL and other agencies for funds disbursement etc. • Coordinating with ED/ Planning on all above matters. • Arranging payments to other than Projects/ Systems contractors. • Disbursal of Salary payment and related correspondence. • Streamlining policies relating to Finance. • Banking and Treasury related transactions. • Coordinating with Statutory, Internal and Government Auditors. • Revision / updating of Schedule of powers. • Assisting in Implementation of ERP relating to Finance. • Any other work assigned by Competent Authority from time to time.

Recruitment Guidelines

1) **Selection Procedure :**

Candidates applying for the posts mentioned in the advertisement will be called for Personal Interview. MMRCL reserves the right to shortlist the Candidates for Personal Interview. The Candidates will be shortlisted for interview, based on their eligibility/ experience in the relevant field. Candidate may be asked to submit any other documents required by the scrutiny committee and he/ she is liable to produce the same. Selection criteria are relaxable for deserving Candidates with very sound background on discretion of committee for Scrutiny/ Selection.

2) **Surety Bond :**

The candidates selected for the above posts will have to execute a **surety bond of Rs. 3,00,000/- (Three Lakhs) & Cost of training to serve the corporation for a minimum period of three years** (exclusive of the period in which one remained on LWP or EOL) and also a three months prior notice, will be required before seeking resignation from the corporation.

(Training cost recovery may be done as per Clause 4.21 as mentioned above from the regular and contract Employees as applicable to their Post/ Grade/ Level. Further a primary training cost recovery from MMRCL Employees will be recovered in the event of pre-mature separation/ resignation/ termination of an amount of Rs. 43,000/- for Executives).

3) **How to Apply :**

- a) Candidates are required to apply online only through MMRCL official website: **www.mmrccl.com --->Careers --> MMRCL Recruitment Advertisement 2018-02.**
- b) Candidates are required to have valid personal E-mail ID & Mobile No. It should be kept active during the recruitment process. MMRCL will send intimation of personal interview and any other information regarding your application only through the registered E-mail ID.
- c) The online registration will remain active from **23rd February, 2018 to 22nd March, 2018 only.** In order to avoid last minute rush, the candidates are advised to apply early enough. MMRCL will not be responsible for network problem or any other problem of this nature & non submission of online application during the last days due to heavy rush etc.
- d) All the fields in the online application form should be filled up carefully. There will be a pre-view of the application filled in by the candidate before submitting the application, so that it can be edited. After submission of application, no modification will be permitted.
- e) Candidates will have to upload scan copy of updated Resume, and passport size photograph (.jpg/ .jpeg) and recent pay slip in .pdf format along with their application.
- f) Candidate are required to clearly indicate whether they are applying against the vacancy for consideration on **Deputation or on Regular basis.**
- g) Candidate are required to forward application in prescribed format attached with advertisement on postal address given below along with Latest Resume, photograph, all educational qualification certificates and all work experience certificates.

- h) In case of Govt. Employees, candidates are required to submit their application through proper channel along with (i) Latest Resume, (ii) No Objection Certificate (iii) Attested copies of ACR's/APR's of last 05 (five) years (iv) Certificate stating that no vigilance case is either pending or contemplated against the officer (v) No Penalty Certificate stating that no major/ minor penalty has been imposed on the officer or a statement giving details of major/ minor penalties imposed on the officer, if any, during the last 10 years.
- i) **Postal Address :**

<p><u>THE ENVELOPE SHOULD BE PROPERLY SEALED AND SUPERSCRIBED</u></p> <p><u>WITH</u></p> <p>Name of the post _____</p> <p>To, The Managing Director, Mumbai Metro Rail Corporation Limited, NaMTTRI Building, Plot # R13, E Block, Bandra Kurla Complex, Bandra (East), Mumbai- 400051</p>
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4) General: Most Important

- a) Age, qualification and experience would be as on **01st February, 2018.**
- b) In case of educational qualifications, in addition to an institute being approved by UGC/ AICTE; the particular Degree/ Diploma awarded by that institute is also required to be an approved Degree/ Diploma.
- c) While applying for the above post, the applicant should ensure that he/she fulfils the eligibility and the norms mentioned above on the specified dates and the particulars furnished by him/her are correct in all respects. In case, it is detected at any stage of recruitment that Candidate does not fulfil the eligibility norms and /or that he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected even after appointment his/her services are liable to be terminated.
- d) MMRCL reserves the right to change the number of vacancies and cancel / restrict/ modify/ alter the recruitment process, if required, without issuing any further notice or assigning any reason thereof.
- e) Incomplete applications or applications received after the due date will be summarily rejected. MMRCL is not responsible for Loss/ delay in post.
- f) MMRCL is not responsible for any printing error that might have inadvertently crept in.

- g) **Candidates employed in Govt. Dept. / PSU/ Autonomous Body should forward their application through proper channel and must produce “NOC” from the present employer on the date of interview.**
- h) No Travelling Allowances/ reimbursement will be paid to the candidate for appearing for Interview and pre-appointment medical examination.

5) Important Dates:

a)	Starting date for accepting applications	23rd February, 2018
b)	Closing date for accepting applications	22nd March, 2018

Date: 23rd February, 2018

Place: Mumbai

**Sd/-
(Ashwini Bhide)
Managing Director
Mumbai Metro Rail Corporation Ltd**