



MUMBAI METRO RAIL CORPORATION LIMITED

(A JV company of Govt. of India and Govt. of Maharashtra)
1st Floor, Namttri Building, Behind MMRDA, Near Jetwan, Bandra-Kurla Complex,
Plot No.R-13, E- Block, Bandra (E), Mumbai- 400 051. Tel:022-26384602

Mumbai Metro Rail Corporation Limited a Joint Venture company of Govt. of India and Govt. of Maharashtra is implementing **Colaba-Bandra-Andheri (SEEPZ) Metro Line-3** in Mumbai intends to appoint qualified and experienced professional from State and Central Government, PSU's or from Private Sector for the post of **Director (Finance)** in the **pay scale of Rs 75,000 – 1,00,000 (IDA)** and perks and other allowances as per MMRCL Rules on contract basis or on deputation in case of Government official for the period of 5 years likely to be extended further. For details of Recruitment Rules, experience and eligibility criteria for the above post shall visit www.mmrc.com

Application shall reach by post or by hand delivery **on or before 01st March, 2016.**

Date : 28/01/2016
Place: Mumbai

Sd/-
(Smt. Ashwini Bhide, IAS)
Managing Director, MMRC

Fulrani

Size : 12 x 6

RECRUITMENT RULES FOR THE POST OF

DIRECTOR (FINANCE)

NAME OF THE POST: DIRECTOR (FINANCE)

NUMBER OF POSTS: ONE (01)

SCALE OF THE POST: Rs.75,000 - 1,00,000/- (IDA Pattern) and Perks and other allowances as per MMRCL rules. In case of Deputation, Govt. rules will be applicable, besides perks and allowances as admissible in MMRCL.

1. JOB DESCRIPTION AND RESPONSIBILITIES

- The candidate of the above post shall be member of the Board of Directors of MMRC and will report to the Managing Director of the company and will be responsible for evolving and formulating policies relating to finance and accounts as well as implementation thereof towards the fulfilment of goals and objectives of organization.
- The Candidate shall be responsible for overall financial and accounting management of corporation, Budgeting, taxation, strategic financial, finalization of Company Accounts, Compliances as per Accounting Standards including GAAP, and developments related to IFRS, Investment planning, management accounting conformity with commercial and Government Accounting principles as well as resource mobilization and deployment, fund raising, Internal Audit, Revenue Management, dealing with C&AG reports etc. Working Capital Management, Financial Planning and Analysis.
- He will liaise with the concerned agencies for disbursement of the money obtained for execution of the project, obtaining/sanctioning reimbursement of funds against expenditure incurred.
- He will coordinate with State, Central Government and other National and International Financial Institutions and will optimize deployment while ensuring adequacy of financial resources during the implementation of the Project.

2. ELIGIBILITY

a) Essential Qualification:

- The incumbent should be a graduate with first class in any discipline and a proven track record of minimum twenty five (25)

years post degree experience in an organized group 'A' Service of Central /State Government viz. IA&AS, IRAS, IDAS etc.

OR

- A Gazetted /executive officer with 25 years post degree experience having qualification of CA/ICWA. Additional qualification of MBA (Finance) shall be preferred.

b) Experience:

- i) Should have experience in design, development and implementation of financial and accounting policies, procedures and systems, financial appraisals of large infrastructure project to banks and financial institutions, experience on working projects funded by banks/ bilateral/ multilateral funding agencies like WB/ADB/JICA etc.
- ii) Should have experience of resource mobilization, project financing, budget, financial control, cash flow management, project evaluation, taxation, fund management, finalization of accounts, Internal audits, preparation of budget, Direct and Indirect Taxes, Financial vetting of proposals, coordination with Statutory/ Govt. Auditors and monitoring of receivables in projects of repute.
- iii) Should have experience of dealing with international funding agencies, international contract management including global tenders. The experience should be in an organization with a turnover of not less than Rs. 2000 crore per annum.

iv) Pay Scale/Turn Over:

- The candidates should be working in the SA grade in Pay Band 4 of revised CDA grade of Rs. 37,400-67,000 or equivalent IDA grade i.e. Rs.51,300- 73,000/- for a minimum period of five (5) years.
- Private Sector Executives must fulfill all the three criteria listed below:-
 - ✓ Should be working in companies where the annual turnover is in excess of Rs. 2000 crore.
 - ✓ Should be working in private companies listed on at least one Stock Exchange
 - ✓ Should be working at a Board level position

c) Age Limit:

Between 45 to 57 years as on 1st February 2016.

3. DURATION OF APPOINTMENT

The incumbent of the above post shall be member of the Board of Directors of MMRCL and will report to the Managing Director of the company. The appointment to this post will be on contract basis presently for the period of 5 years. (However the tenure of the post is likely to be extended further).

4. SUBMISSION OF APPLICATIONS

- i) The candidates should send their application furnishing comprehensive Bio-data including name, date of birth, address for communication, details of qualifications and experience covering organization, position held and pay scale, areas of responsibility and emoluments drawn etc. along with two copies of passport size photographs.
- ii) The applications should accompany, inter-alia, a write up on the significant contributions made by the candidates during their present and past assignments and their suitability for the post as per the eligibility requirements and additional information in shall be submitted separately.
- iii) Govt. or Public Sector undertaking (PSUs) employees should submit their application through proper channel along with their last five years ACRs.
- iv) Applications in a sealed envelope super scribed as "Application for the post of Director (Finance), MMRCL" should reach office of the "Managing Director, Mumbai Metro Rail Corporation Ltd., Namttri Building, 3rd Floor, Plot # R 13, E Block, Bandra Kurla Complex, Bandra (E), Mumbai – 400 051 latest by **01 March, 2016** by post or by hand delivery.

Applications received late or incomplete will not be entertained. The Mumbai Metro Rail Corporation Ltd. reserves the right to shortlist candidates for interview. The candidates shortlisted for the interview will be advised through email (as mentioned by candidate in Application proforma). No correspondence in this connection shall be entertained.”

Date:, 2016

Place: Mumbai

(Ashwini Bhide, I.A.S)
Managing Director
Mumbai Metro Rail Corporation Ltd

Application Form for The Post of DIRECTOR (FINANCE)

(MUMBAI METRO RAIL CORPORATION LTD.)

SECTION I

1. Name of the post applied for: _____

2. (a) Name _____

(b) Identification Number (For Defence Service Personnel) _____

(c) DIN (if any): _____

(d) Office Address: _____

3. Address for communication: _____

4. Telephone No. Office _____ Residence _____ Fax No. _____

Mobile No. _____ E-mail Address _____

5. Date of Birth _____ Age as on 01/01/2016 _____

6. Eligibility criteria:

	As per job description	Possessed by the candidate
Educational/professional qualifications (along with the name of Institutions)		
Pay Scale		
Length of service in eligible pay scale		
Total length of Group 'A' / Executive service		

7. Positions held during Gazetted / Executive service & Nature of duties (Since date of initial appointment on executive Grade. Applicant may also attach separate sheet in the format given):

Sr. No.	Designation, and place of posting	Organization	From	To	Pay Scale	Experience Details
1						
2						
3						
4						
5						
6						
7						
8						

8. In case the candidate is holding the present post on lien / deputation basis:

Yes	No
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If yes,

- a) Name of the organization in which the lien is held.
 b) The date from which the lien is held.
 c) Date from which candidate is on deputation
9. a) Where any punishment awarded to the applicant during the last 10 years :

Yes	No
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- b) Whether any action or inquiry is going on against him as far as his knowledge goes.

Yes	No
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10. In case of applicant employed in private sector, the following additional information should be given:-
- i. Annual Report certifying the average annual turnover of the company for the last 3 years.
 - ii. Proof of listing of the company in any recognized stock exchange.
 - iii. Attested copies in support of age and qualification.

Declaration:

I certify that I am not facing any charge of, nor have even been convicted for, act of moral turpitude or economic offence. I certify that the details furnished by me in Cols. 1 to 10 are true.

Date: _____

(Name and signature of the applicant)

SECTION II

Applicable for candidates applying through Proper Channel
(To be filled by the PSU/Ministry/Department/Company concerned)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of
The Competent Forwarding
Authority with Telephone no. & office Seal.