


एम एम आर डी ए
MMRDA

महा मुंबई मेट्रो संचलन
महामंडळ मर्यादित
(महाराष्ट्र सरकारचा उपक्रम)



Maha
Mumbai
Metro
Operation
Corporation

नामट्टी इमारत, प्राधिकरणाच्या नवीन इमारतीजवळ, वांद्रे-कुर्ला संकुल, वांद्रे (पूर्व), मुंबई - ४०० ०५१ वेबसाईट : <https://mmrda.maharashtra.gov.in>

महामंडळामध्ये खालील नमूद पदे भरणेकरिता अर्ज मागविण्यात येत आहेत.

अ. क्र.	पदाचे नांव	खुला	निवडीची पद्धत
१	संचालक (वित्त)	०१	सरळसेवेने
२	ऑफीसर ऑन स्पेशल ड्युटी (एच आर)	०२	कंत्राट पध्दत
	एकूण	०३	

विस्तृत जाहिरात, शैक्षणिक अर्हता, अनुभव, वेतन आणि इतर सूचनांकरिता कृपया प्राधिकरणाच्या वेबसाईटला भेट द्या : <https://mmrda.maharashtra.gov.in>
(Divisions-> Administration -> Recruitment).
अर्ज करण्याची शेवटची तारीख १६/११/२०२० असेल.

सही/-
(डि. के. शर्मा)
व्यवस्थापकीय संचालक
म.मुं.मेट्रो.सं.म.म.

दिनांक : १५ ऑक्टोबर २०२०

Fulrani



एम एम आर डी ए
MMRDA

**MAHA MUMBAI
METRO OPERATION
CORPORATION LTD**
(A Government of Maharashtra PSU)



Maha
Mumbai
Metro
Operation
Corporation

NaMTTRI Building, Adjoining New MMRDA Building, Bandra-Kurla Complex, Bandra (E), Mumbai - 400 051.
Website : <https://mmrda.maharashtra.gov.in>

The Applications are invited for filling the following posts.

Sr. No.	Name of the Post	General	Mode of Selection
1	Director (Finance)	01	By Selection
2	Officer on Special Duty (HR)	02	On Contract
	Total	03	

For the detailed advertisement, Eligibility, Qualifications and Experience, Remuneration and other instructions for filling the above job category, please visit MMRDA website: <https://mmrda.maharashtra.gov.in> (Divisions→Administration→Recruitment).
The last date for receipt of application is 16/11/2020.

Sd/-
(D.K.SHARMA)
MANAGING DIRECTOR
MMMOCL

Date : 15th Oct 2020

Fulrani

Maha Mumbai Metro Operation Corporation Limited
(A Government of Maharashtra PSU)

**NaMTRRI Building, Adjoining New MMRDA Building,
Bandra-Kurla Complex, Bandra (E), Mumbai - 400 051.
Website : <https://mmrda.maharashtra.gov.in>**

Officer on Special Duty (HR)

1. **Name of the Post** : OSD (HR)
2. **Number of Posts** : Two (2)
3. **Date of Vacancy** : New
4. **Scale of the Post** : They will be paid remuneration as per GoM GAD GR No. संकीर्ण 2715 / प्र. क्र. 100 / 13 दि. 17/12/2016.
5. **Age limit** : As on 01/10/2020 up to 64 year. Relaxation in age can be considered in deserving cases.
6. The Tenure will be One (1) year which can be extended up to Three (03) years based on requirement. All vacancies are provisional and subject to increase / decrease.
7. **Eligibility** : The retired officers of Central Government or State Government having experience of working in personnel management or HR establishment and dealing with recruitment etc. are eligible to apply. A degree in Law and/ or experience of working in Legal Cell will be desirable.
8. **Note** : No Disciplinary action shall be pending and contemplated or punishment order if any against retired Government officials who wish to apply the above post.
9. **Selection Process** : The selection methodology will comprise only of Personal Interview. The selection process would judge different facets of knowledge, skill, experience, expertise, aptitude and physical fitness. The candidates will be shortlisted for interview, based on their eligibility / experience in the relevant field, in the ratio of 1 : 5 subject to availability of suitable candidates.
10. **Note** : The candidates found suitable, for the post after the screening process, will be empaneled. The empaneled candidates will be inducted, as per requirement on merit basis.
11. No reimbursement, on account of travel shall be made to the candidates appearing for the INTERVIEW.
12. **How to apply** : Eligible and interested candidates may apply as per the application format at Annexure-1. All relevant documents should be attached with the application.
13. Eligible and willing candidates for the aforesaid post may apply as per the application format at Annexure-I. The candidate must enclose all relevant proof/ documents in support of qualifications, experience & pay scale / gross salary.
14. The interested persons can send their application through email on: nepm3@mailmmrda.maharashtra.gov.in
15. The last date for the receipt of the application is **16/11/2020**.

Date : 15th Oct, 2020.

(D. K. SHARMA)

**MANAGING DIRECTOR
MMMOCL**

Annexure - I

TO BE FILLED IN BOLD ENGLISH CAPITAL LETTERS BY THE CANDIDATE ONLY

(* marked fields are mandatory. Candidates are advised to fill up the detailed information in the prescribed format and at relevant place only. No separate sheet attached will be considered.)

**Please affix
passport size
photograph
and sign
across**

To,

The Managing Director,
Maha Mumbai Metro (M³) Operation Corporation Ltd.
4th Floor, NaMTRRI Building, Adjoining New MMRDA Building,
Bandra (East), Mumbai - 400 051. MAHARASHTRA.

1. *Name of Post applied for: - _____,
2. Mode of Selection: - **On Contract Basis**
3. *Candidate's Full Name:- _____
(Surname) (Name) (Middle Name)
4. *Date of Birth: - _____ *Age: - _____ *Yrs. _____ *Months.
5. *Gender: M/F *Nationality: - _____ *Religion: _____ *Caste Category : _____
6. *Permanent Address: - _____

7. *Correspondence Address:- _____

8. *Email ID: - _____
9. *Mobile No.: - _____ 10. Alternate Contact No.: - _____
11. *Educational /Professional Qualifications acquired: -

Sr. No.	Details of Educational Qualification	Year of passing	Grade/ Percentage	Board/University/Institute

12. * General Experience gained: -

Sr. No	Name of Organization	Period			Post held & Type of appointment	Pay Band/CTC (Rs). With Pay Scale under IDA/CDA	Nature of duties performed	Reasons for leaving.	
		From	To	Total years					
	TOTAL								
*Need detailed information i.e. post at the time of joining, promotions received, if any - at each stage during the total tenure.									

13. *Specific working experience gained as under: -

Sr. No.	Name of organization	Position/ Designation	Period	No. of years
1.				
2.				
3.				
4.				
5.				
6.				
	Total No. of years			

14. Parent Department Name, Address, Phone No., Competent Authority, :- _____

15. Last Pay Scale drawn (details along with VI/VII th Pay Commission and CDA/IDA/Other Scale, if any) :- _____

16. Present Basic, GP with designation held :- _____

Details of deputation during the entire service till date: -

Sr. No	Name of the organization	Post held	Pay Scale	Period			Remarks, if any
				From	To	Total	

17. Whether Departmental Enquiry, if any is pending, :- YES/No
proposed, initiated against you in last 10 years

18. Names of two reputed references except political and relatives preferably Gazetted Officers

in the Class I rank:- 1. _____
2. _____

Enclosures in support of statement duly self-attested

(Denotes strike out whichever not applicable)

- i. Age Proof (Birth Certificate/SLC) :- Yes/No
- ii. Educational/Professional qualifications (Passing certificate necessary) :- Yes/No (Nos.____)
- iii. Experience certificates :- Yes/No (Nos.____)
- iv. Retirement details and last pay drawn :- Yes/No
- v. Pension details

Declaration :

I hereby declare that all the statements made by me in this application form are true and correct to the best of my knowledge and belief that nothing has been concealed or suppressed. I have enclosed necessary documents/certificates to this effect. I also understand that in case, any of my statements is found untrue during any stage of recruitment and thereafter. I shall be disqualified for the post applied for and I shall be liable for any penal action.

I have read the advertisement and the relevant GRs mentioned hereinabove and made aware myself about all the terms & conditions stipulated therein and affirm to abide by them. I affirm I fulfill the requisite criteria that that no any Departmental Enquiry is live/pending/proposed against me as on today. I further affirm that there are No Dues, No Legal Proceedings of any nature are pending against me as of date.

Date :

Place :

Signature of candidate with name & date