



**दिल्ली मेट्रो रेल कॉर्पोरेशन लि०**  
**DELHI METRO RAIL CORPORATION LTD.**  
(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)



**The Life line of Delhi.**

**ADVT No. DMRC/PERS/22/HR/2017 (116) Dated: 15/12/2017**

**REQUIREMENT OF CLAIMS COMMISSIONER FOR DMRC**  
**ON REEMPLOYMENT BASIS**

The Delhi Metro Rail Corporation (DMRC) Ltd, a Joint Venture company with equity participation from Govt. of India and Govt. of National Capital Territory of Delhi has been entrusted with the responsibility of implementation of the rail based Mass Rapid Transit System for Delhi. The **Delhi Metro Rail Corporation, Lifeline of Delhi**, prides itself on its ability to nurture its employees through its unique work culture. Today, DMRC empowered by about 11000 employees with MRTS activities spread over Delhi NCR, Jaipur, Kochi, Mumbai, Lucknow etc. carry about 2.8 million passengers per day in Delhi & NCR. In addition to the above, DMRC has also been entrusted with the work of preparation of DPR for the High Speed Rail Link Project of Indian Railways at Trivandrum and the Monorail Project at Trivandrum and Kozhikode and consultancy work for different cities in India.

To meet with the immediate requirement of filling up the post of Claims Commissioner in DMRC, on Reemployment basis for a period of one year, extendable based on requirement and performance; applications are invited from experienced, dynamic and motivated persons of Indian nationality. The details are as follows:-

S. No	Post	No. of Vacancy	Vacancy Type	Consolidated Fees	Age Limit as on 01/01/18	Place of Posting
1	Claims Commissioner	01 (One)	Re-employment Basis	of Rs. 1,10,300/- *	58-62 years	Delhi/ NCR

\* - The emoluments will be as per the extant rules of DMRC.

**2. EXPERIENCE CRITERIA: (as on the last date of receipt of application)**

The candidate should be

1. Is or have been Judge of High Court / Qualified to be a judge of High Court.  
**Or**
2. Has been a Member of Indian Legal Service and held a post of Grade I of that service.  
**Or**
3. Has held a Civil Judiciary post at the level of Joint Secretary in the payscale of Rs. 37400-67000 (GP-10000) for minimum 3 years.

**3. JOB DESCRIPTION OF THE POST:**

**The incumbent of the post shall be responsible for adjudicating upon claims for compensation in respect of accidents involving death of, or bodily injury to person, or damages to any property arising out of working of Delhi Metro Project and its operations.**

#### **4. SELECTION PROCESS**

The selection methodology will consist of a Personal Interview comprising of one to one interaction with the Selection Committee.

Candidates shall be called for screening process in the ratio of **1:5**, subject to availability of suitable candidates.

The Selection Process would judge different facets of knowledge, skills, comprehension, aptitude and physical fitness. Candidates will have to pass the **Selection Process**, before being adjudged as suitable. **All related information shall be available only on Web site: <http://www.delhimetrorail.com> and candidates must remain in constant touch with it.**

**No reimbursement on account of travel shall be made to the candidates appearing for the Screening Process**

#### **5. HOW TO APPLY:**

Eligible and interested candidates may apply as per the application format at Annexure-I. All relevant documents should be attached with the application.

#### **6. PAY AND EMOLUMENTS:**

The selected candidate will be provided a consolidated fees of Rs. 1,10,300/- per month. They will be entitled for other facilities as per extant rules of the Corporation.

#### **7. SELECTION DETAILS:**

1. Last date of receipt of filled in application through Speed post is **12/01/2018**.
2. Names of pre qualified candidates in the ratio of 1:5 will be displayed on our website after 29/01/18 along with other details like venue, time etc.
3. **The details for the interview will be held uploaded separately. (Complete details will be displayed on our website). The selection process will consist of Interview and Group Discussions.** No separate communications by post will be sent to candidates individually. Candidates are required to go through the instructions for interview displayed on our website and appear for the interview accordingly along with original copies of testimonials.

**The final results will be declared by last week of February (tentatively).**

Eligible and interested candidates for the aforesaid posts may apply as per the application format at Annexure-I. The candidate must enclose all relevant proof /documents in support of qualification, experience & pay scale/gross salary. The candidates presently employed in Govt. or Public sector undertaking (PSUs) should forward their application through proper channel along with the APARs for the last five years, so as to reach the under mentioned address by the stipulated date. The candidates shortlisted for Screening Process will be advised through our website only.

Application Format: Please see Annexure (I).

The duly filled in application form should be sent in an envelope super scribing on the cover prominently - **Name of Post latest by 12/01/18, by speed post at the following address.**

**General Manager (HR)  
Delhi Metro Rail Corporation Ltd  
Metro Bhawan Fire Brigade Lane,  
Barakhamba Road  
New Delhi**

AFFIX A RECENT  
PASSPORT SIZE  
SELF ATTESTED  
PHOTOGRAPH

**ADVTT. No. DMRC/PERS/HR/22/HR/2017 (116)**

**ANNEXURE I**

**DMRC APPLICATION FORMAT**

(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT IN HIS/HER OWN HANDWRITING)

S.No.	DETAILS		PARTICULARS			
1	POST NAME		CLAIMS COMMISSIONER			
2	APPLICANT NAME (Sh./Smt./Ms.)					
3	FATHER / HUSBAND NAME (Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	AGE as on 01/01/18 (between 58-62 years) For Reemployment		Years	Months	Days	
6	CORRESPONDENCE ADDRESS					
			STATE:		PINCODE:	
7	CONTACT NUMBER WITH STD CODE					
8	MOBILE NUMBER					
9	EMAIL ID					
10	CATEGORY (SC/ST/OBC/GENERAL)					
11	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars	Specialization	Institute / University	% or CGPA	Passing Year
A	GRADUATION					
B	POST GRADUATION					
C	OTHER					

12	<b>WORK EXPERIENCE (FILL ONLY THE APPLICABLE COLUMN)</b>			
I	<b>DATE OF SUPERANNUATION</b> (dd//mm/yy)			
II	<b>TOTAL GAZETTED / LEGAL/ EXECUTIVE EXPERIENCE</b>		<b>YEARS</b>	
III	<b>APPLICANT APPLYING AS</b> (kindly tick the experience criterion)			
A	A JUDGE OF HIGH COURT / QUALIFIED TO BE A JUDGE OF HIGH COURT.			
B	A MEMBER OF INDIAN LEGAL SERVICE AND HELD A POST OF GRADE I OF THAT SERVICE.			
C	OFFICER OF CIVIL JUDICIARY POST AT THE LEVEL OF JOINT SECRETARY IN THE Payscale OF RS. 37400-67000 (GP-10000) FOR MINIMUM 3 YEARS.			
IV	<b>DETAILS OF WORK EXPERIENCE</b> (Complete details of executive service / position held since joining) (separate sheet may be attached)			
	<b>Post Held</b>	<b>Organization Name / Court</b>	<b>Pay Scale / Salary</b>	<b>Period (To – From)</b> Dd/mm/yy – dd/mm/yy
A				
B				
C				
D				
E				
F				
V	<b>BRIEF DESCRIPTION OF THE ESSENTIAL WORK EXPERIENCE</b> (Separate CV may be attached)			

<b>13</b>	WHETHER ANY PUNISHMENT WAS AWARDED TO APPLICANT IN LAST 10 YEARS	<b>YES / NO</b>
	IF YES, DETAILS OF CASE	
<b>14</b>	WHETHER ANY ACTION OR INQUIRY IS GOING ON AGAINST APPLICANT	<b>YES / NO</b>
	IF YES, DETAILS OF INQUIRY	
<b>15</b>	NOC FROM CURRENT EMPLOYER ENCLOSED (IN CASE OF SERVING CANDIDATES ONLY)	<b>YES / NO</b>
<b>16</b>	ANNUAL PERFORMANCE APPRAISAL REPORT FOR LAST 5 YEARS ENCLOSED (IN CASE SERVING CANDIDATES ONLY)	

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled if any information is found to be incorrect or false at any point in time.

**Date:** \_\_\_\_\_

**Place:** \_\_\_\_\_

**Signature of Candidate**

**Name:** \_\_\_\_\_

**Mobile No. :** \_\_\_\_\_

**Email ID:** \_\_\_\_\_

**Documents to be enclosed (whichever applicable)**

1. Educational Certificates (Graduation, Post Graduation & Others)
2. Work Experience Certificate
3. NOC & D&AR clearance from Employer for Govt./PSU Sector Employee
4. APAR – Last 5 years for Govt./PSU Sector Employee
5. Any other relevant documents.