

No. MEGA/HR/RECT/AUG-2018/01

Date: 23<sup>rd</sup> August, 2018**RECRUITMENT NOTIFICATION FOR APPOINTMENT ON CONTRACT BASIS**

Metro Link Express for Gandhinagar and Ahmedabad (MEGA) Co. 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 Ahmedabad Metro Rail Project.

**MEGA 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.	Post	Scale of Pay	No. of Posts	Min. Post Qualification Experience in Yrs.	Age Limit (Max.) as on date of Advertisement
1	* General Manager (Civil / Planning & Construction)	51300-73000	2 Nos.	20	58 years
2	*Joint General Manager (Civil / Construction)	36600-62000	2 Nos.	16	50 years
3	*Joint General Manager (Underground Construction)	36600-62000	1 No.	16	50 years
4	*Joint General Manager / Sr.Deputy General Manager (Architecture)	36600-62000 / 32900-58000	1 No.	16 / 15	50 / 48 years
5	Manager (Finance & Accounts)	24900-50500	2 Nos.	7 to 9	38 years
6	Manager – (Public Relation)	24900-50500	1 No.	7 to 9	38 years
7	Assistant Company Secretary (ACS equivalent to Manager Level)	24900-50500	1 No.	7 to 9	38 years
8	Assistant Manager (Asset Management)	20600-46500	1 No.	5	30 years

**\*Note: Interested candidates working in Indian Railways / Metro Rail Organizations / CPWD may also apply for above mentioned posts of Sr.No: 1 to 4 on deputation basis along with NOC / through proper channel.**

**The Officials who have recently retired may also apply for the posts of Sr.No.: 1 to 4 on contractual basis for a period of three years and their remuneration would on consolidated pay.**

**QUALIFICATION AND EXPERIENCE:****Sr.No.1: General Manager (Civil / Planning & Construction), No. of posts – 2.**

Candidate must be B.E/B.Tech (Civil) engineering graduate having more than 20 years of Post Qualification experience in design and / or execution of large infra project of planning & execution in Viaducts, Bridges, Multi-Storeyed Buildings, Workshop Sheds etc. Candidates having working experience in Metro Rail civil engineering projects will be preferred. The candidates will be responsible for supervision and monitoring of Construction works, planning, design and interface with RDSO and other agencies.

Candidate must be familiar with management of contracts relating to the large infrastructure projects. Quality Control & Assurance System in civil construction, Safety Implementation, Programme Monitoring, IS / International Codes for construction of civil underground structures is desirable.

**Sr. No. 2: Joint General Manager (Civil / Construction) – No. of posts - 2.**

For the post of Joint General Manager (Civil / Construction), the candidate must be a B.E / B. Tech (Civil) engineering graduate having minimum 16 years of Post Qualification experience in large infra project execution environment, out of which 5 years in construction of Viaducts / Bridges / Multi-Storeyed Buildings / Workshop Sheds etc. Candidates having working in Metro Rail Viaduct construction with experience of supervising Segment Casting Yard work, erection of Launching Girder for segment launching, pile foundation works etc, will be preferred. Responsible for supervision and monitoring of Construction works.

**Sr. No. 3: Joint General Manager (Underground Construction) – No. of post - 1.**

For the post of Joint General Manager (Underground Construction), the candidate must be B.E/B.Tech (Civil) engineering graduate having minimum 16 years of Post Qualification experience in large infra project execution environment, out of which 5 years in underground construction including deep excavation support systems, design / construction of underground civil structures, underground stations, design & construction of tunnel by TBM, C&C methods. Experience in top-down & bottom-up station construction methodology in urban locations is required.

**Sr. No. 4: Joint General Manager / Sr.Deputy General Manager (Architecture) – No. of post - 1**

Candidate must be a B. Arch engineering graduate having post qualification experience of minimum 16 / 15 years as Architect. The preference will be given for experience in planning of elevated/ underground Metro stations layouts, Metro Station Designs and checking conformity of station layout to NFPA standards.

He / She should have exposure to use design software like CADD, Photoshop, 3D Max, Revit etc. Also he / she shall be conversant with the procedures for obtaining statutory clearance from local authorities.

**Sr. No. 5: Manager - Finance & Accounts (F&A), No. of posts – 02.**

Candidate must be a CA / ICWAI with a 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 & Control in an organization implementing large construction / infrastructure project. Candidates working in any PSU / Board / Organization of Government / Metro Rail Organization having implemented Metro Rail Project and working knowledge in SAP-FICO will be given preference.

Candidates must have 2 years working experience in State or Central PSU / Board / Organization of Government / Metro Rail Organization having implemented Metro Rail Project.

**Sr. No. 6: Manager - Public Relation (PR) No. of post – 1.**

Candidate must be a Master's Degree in Journalism or Mass Communication of a recognized University having minimum 7 to 9 years of post-qualification experience in Planning publicity strategies and campaigns, writing & producing presentations and press releases, dealing with enquiries from the public, the press, and related organizations, organizing and attending promotional events such as press conferences, open days, exhibitions, tours and visits, Govt. Liaison, Exhibitions, Website Management etc., and other PR activities.

Candidates must have 5 years of working experience in public relations of any State or Central PSU / Board / Organization of Government / Metro Rail Organization or with large Corporate / Organization having more than 500 manpower.

**Sr. No. 7: Assistant Company Secretary (ACS / Equivalent to Manager Level) No. of post – 1.**

Candidate must be a qualified Company Secretary in Fellow/Associate Member of the Institute of Company Secretaries of India with 7 to 9 years of relevant experience. LLB/LLM would be preferred. He or She should ensure compliance of various provisions of the Companies Act, 1956, guidelines on Corporate Governance and other Corporate Laws like SEBI Act, Competition Act, FEMA, Consumer Protection Act, RTI etc., relating to the company. He or She is responsible to ensure that the mandates, actions & responsibilities delegated by Board of Directors are appropriately assigned & communicated & making available its status report.

Also responsible for Convene Board meeting, Audit committee meeting, other Committee meetings, Annual General Meeting etc., including preparation of agenda, minutes, co-ordination etc., and Maintain books, registers, records etc. as per the applicable laws including filling of forms, returns etc, with MCA, RBI, DPE etc., Liaise / follow-up with various Government Departments to ensure statutory compliance.

**Sr. No. 8: Assistant Manager (Asset Management) No. of post – 1.**

Candidate must be B.E/B.Tech (Civil) engineering graduate with MBA having minimum 5 years of Post Qualification experience in Asset Management of large infra project. LLB / LLM background would be preferred. Candidate will be responsible for complete asset management such as Land / Buildings / monitoring of land acquisitions etc., of the Company.

Candidates must have 2 years of working experience in Asset Management of any State or Central PSU / Board / Organization of Government / Metro Rail Organization or with large Corporate / Organization having more than 500 manpower.

**GENERAL CONDITIONS**

**1. ON CONTRACT**

- Exceptionally qualified and experienced candidates can be considered for higher position & compensation package at the discretion of Competent Authority.
- 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.
- 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 & other qualifying criteria could be relaxed by Competent Authority for exceptional candidates having relevant experience in Metro Rail Project.
- Eligible Officials / Staff working in MEGA Co. may also apply through proper channel.
- Candidates after selection are likely to be posted at Ahmedabad / Gandhinagar or any other projects of MEGA, anywhere in Gujarat.
- Reservations Rules shall be followed as per regulations of Government of Gujarat.

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

## **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 MEGA 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 **15<sup>th</sup> September, 2018**.
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. MEGA 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.

## **6. 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)**