CIN : U60300UP2013SGC060836

UPMRC

उत्तर प्रदेश मेट्रो रेल कॉरपोरेशन लि0
UTTAR PRADESH METRO RAIL CORPORATION LTD.
(भारत सरकार एवं उत्तर प्रदेश सरकार का संयुक्त उपक्रम)
(A JOINT VENTURE OF GOVT. OF INDIA & GOVT. OF U.P.)

File No. UPMRC/HR/760/2018

Date: 03.11.2025

To,

Secretary,
Railway Board, Rail Bhawan,
Room No. 209, New Delhi – 110001

The General Manager (P),
All Zonal Railways/Production Units/RDSO.

Director General's/Directors,
All Centralized Railway Training Institutes.

Sub: Filling up of One (01) post of Joint General Manager (HR) in Uttar Pradesh Metro Rail Corporation on deputation/absorption basis.

Ref: Vacancy Notice No. UPMRC/HR/D/6/2025 dated 03.11.2025.

Uttar Pradesh Metro Rail Corporation urgently requires services of suitable officers/executives on deputation/absorption basis. A Copy of the vacancy Notice No. UPMRC/HR/D/6/2025 dated 03.11.2025 for filling One (01) post of Joint General Manager (HR) in Uttar Pradesh Metro Rail Corporation Limited on deputation/absorption basis is enclosed. The vacancy is required to be filled up urgently. Hence it may be given wide publicity.

In view of the above, it is requested to circulate the above vacancy notice widely and send the application of volunteers with their Bio-data indicating previous posting together with a statement giving details of previous deputation, if any, duly signed by the applicant, along with Vigilance/DAR clearance and last 04 years APARs. The last date of receiving applications is 02.12.2025.

DA: Notification & Application form.

3.11.25

(J.D Kumar)
Advisor (HR)
For Uttar Pradesh Metro Rail Corporation Limited

Copy to:
Website Manager,
Railway Board,
Rail Bhawan, New Delhi.
(Mail content-manager@gov.in)
It is requested to host the link on the website
with sufficient visibility & access to Railway Employees

UTTAR PRADESH METRO RAIL CORPORATION LIMITED

(A joint venture of Govt. of India & Govt. of UP)
Administrative Building Vipin Khand, Gomti Nagar, Lucknow-226010
Phone: 0522 – 2304014-15

VACANCY NOTICE NO. UPMRC/HR/D/6/2025, Date: 03.11.2025

REQUIREMENT OF JOINT GENERAL MANAGER (HR) IN UPMRC ON DEPUTATION/ ABSORPTION BASIS

Uttar Pradesh Metro Rail Corporation Ltd (UPMRC), a 50:50 jointly owned Company of Government of India and Government of Uttar Pradesh has been entrusted with the responsibility of implementation and operation of the rail based Mass Rapid Transit System (Metro) in various cities in the state of Uttar Pradesh. Metro is operational in the city of Lucknow, Kanpur & Agra (priority corridor). The works of Kanpur & Agra Metro Projects for the balance corridor are going on in full swing. Recently, Union Cabinet has approved 11.2 kilometre long East-West Corridor under Phase 1B of the Lucknow Metro project.

The corporation is planning to position itself as one of the best employers by adopting modern HR practices and is designing an employee's friendly HR policy. To work with UPMRC will not only give exposure to its employees in terms of best in class technology but will also provide other benefits. To meet with the immediate requirement of Uttar Pradesh Metro Rail Corporation Limited, applications are invited from experienced officers of Indian Nationality from Indian Railways / Metros having relevant experience, for the above mentioned post on **deputation/ absorption basis**.

Pay Scale, age limit, educational qualification and experience are as per detail mentioned below: -

Organization	Uttar Pradesh Metro Rail Corporation Limited
Title of the post	Joint General Manager (HR)
No of Posts/ Location	01 (One) /Lucknow
Scale of pay	- Parent pay plus deputation allowance on deputation basis. - Rs 90,000- 2,40,000/-, if absorbed as Joint General Manager (HR)
Term of Appointment / Period of Deputation	**(i)** Deputation (Normal Tenure of deputation for a period of 3 years, which may be extendable) **(ii)** Absorption
Essential Educational Qualification	Bachelor's degree in any discipline from Govt. recognized University/Institute with 60% marks.
Service	Personnel Officers (IRPS) of Indian Railways / Personnel or HR Officers of Metros
Eligibility Criteria & Experience	**(i) Pay Scale of CDA**: Executives/Officers either working or empaneled in SG -Rs 1,23,100-2,15,900/- (level-13) (Revised)/ Rs. 37,400-67,000/- + Grade Pay Rs. 8700/- (Pre-revised) or higher in Indian Railways /Metros including services put in on deputation in the above pay scale with a total 11 years of Service at Gazetted/Executive level. **OR** Executives/Officers either working or empaneled in JAG pay scale of Rs.78,800-2,09,200/- (Level-12) (Revised) / Rs. 15600-39100/- (Grade Pay-7600) (Pre-Revised) for atleast 03 years in the above pay scale in Indian Railways /Metros including services put in on deputation, with a total 11 years of Service at Gazetted/Executive level.

	(ii) Pay Scale of IDA: Executives/Officers either working or empaneled in Rs.90,000-2,40,000(Revised)/Rs.36,600-62,000/- (Pre-revised) or higher in any Metros including services put in on deputation in the above pay scale with a total 11 years of Service at Gazetted/Executive level. **OR** Executives/Officers either working or empaneled in pay scale of Rs. 70,000-2,00,000/- (Revised)/Rs. 29,100-54,500/-(Pre-revised) for atleast 03 years in the above pay scale in any Metros including services put in on deputation, with a total 11 years of Service at Gazetted/Executive level.
Essential Work Experience	The candidate should have deep knowledge and post qualification work experience in the field of i) Handling Manpower Planning/ Recruitment & Selection / Training & Skill Development/ Competency & leadership mapping. ii) Performance management/ HR branding/employee relation & welfare/Industrial Relation. iii) Wage Revision and Pay Administration. iv) Formulation of Employee benefit Policies & Procedures. v) Compliance of statutory requirement including labour Laws/ implementation of HR policies, experience in general administration activities/liaisoning/ protocol etc. vi) Grievance Management, RTI, Legal cases pertaining to employment/ service matters & other disciplinary aspects. vii) Exposure to latest trends and implementing the best HR practices. viii) Good Working Knowledge on ERP. **Note:** Candidate must submit experience certificate/relevant document in support of above essential experience along with application form
Age (as on date of notification of vacancy)	Max. 50 years
Mode of Selection	Eligible candidates would be called for interview in Lucknow & selection is based on Interview basis. **The Uttar Pradesh Metro Rail Corporation Limited reserves the right to shortlist candidates for interview.** The candidate should be free from DAR/ Vigilance.
How to Apply	i) The candidates should submit their application in writing to "**Advisor/HR /Uttar Pradesh Metro Rail Corporation Limited**, Administrative Building, Near Ambedkar Samajik Parivatan Sthal,Vipin Khand, Gomtinagar,Lucknow-226010" as per enclosed application proforma before closing date (02/12/2025). ii) The applicant should submit application through proper channel as per enclosed application proforma requesting their parent organization to forward their application along with NOC, D&AR and Vigilance Clearance and APARs ratings for the preceding 04 years. iii) **Submission of NOC before interview is must for participating in the interview process.**
Web Address	www.upmetrorail.com
Closing Date	30 days from the date of notification of vacancy **(02/12/2025)**

NOTE: -

i) Cut off date for age & eligibility criteria would be reckoned **as on date of notification of vacancy**.
ii) Experience should be with Indian Railways /Government Metro Companies.
iii) The applicant should not only be fit in related field but should also be physically and medically fit.
iv) The applicant should continue with their email address and mobile/phone number so as to reach them as and when required.
v) Applications received through proper channel and with verification of service particulars, SPE/ D&AR/ VIGILANCE clearance and enclosure of APARs will be preferred. However, a copy of application may also be sent by the applicant in advance to UPMRC. Applications received after closing date and time and incomplete applications shall not be entertained. UPMRC will not be responsible for any postal delay/ wrong delivery/ non-delivery of communication by the candidate at any stage of the recruitment process. The advance copy of the application along with all the supporting documents may be sent at the email id **careers.hr@upmrcl.co.in, however sending hard copy of the application along with supporting documents are mandatory.**
vi) **Payment of TA:** All the candidates called for interview shall not be paid any travelling allowance by UPMRC for attending the interview.
vii) All appointees are to be deemed as public servants for the purpose of the UPMRC's Conduct, Discipline and Appeal Rules,2017 and such other statutes as notified by the government from time to time.
viii) Candidates will be informed of the final result in due course through UPMRC website and any interim enquiries about the result are therefore, unnecessary and will not be attended to. UPMRC do not enter into correspondence with the candidates about reasons for their non-selection for interview/appointment.
ix) Candidates are advised to check their e-mail (including spam) and official website of UPMRC **(www.upmetrorail.com)** from time to time for any information/ updates on the recruitment process.
x) Management reserves the right to cancel/postpone the entire process itself due to various administrative reasons.
xi) Candidates may note that they may be posted at any of the project sites/ offices at any location of UPMRC projects during their tenure in UPMRC.
xii) Vacancies are provisional and subject to increase or decrease.

Additional Information for candidates applying for the post on absorption basis-

1. **Character & Antecedents-** The success in the screening process does not confer any right to appointment unless the Corporation is satisfied after such enquiry, as may be considered necessary, that the candidate having regard to his/ her character & antecedents is suitable in all respects for appointment to the service.

2. **Surety Bond-** Applicable to those who will join on absorption basis and not applicable to executives who will join on deputation basis. The candidate selected for the post will have to execute Surety bond of Rs. 3,00,000/- to serve the Corporation for a minimum period of three years (exclusive of the period in which one remained in LWP or EOL) and also three months prior notice, will be required before seeking resignation from the Corporation.

3. **Physical & Medical Fitness-** The applicant should not only be suitable in related field, but should be physically and medically fit.

4. **Probation-** The selected candidate on appointment will be on probation for a period of one year (including the period of training).

For Managing Director
UPMRC

PRESCRIBED PROFORMA FOR SUBMISSION OF APPLICATION ON DEPUTATION/ ABSORPTION BASIS

Important *(please don't leave blanks)*		
	Vacancy Notice No. *(appears on the top right side of notice)*	
	File No. *(appears on the left side of vacancy notice)*	
	Post against which application[has been submitted	
	Choice of station *(wherever applicable)*	
	Applying on the basis of (please tick one)	**Deputation/ Absorption**

1.	**Name**	:	
2.	**Father / Husband Name**	:	
3.	**Gender**	:	
4.	**Service**	:	
5.	**Department**	:	
6.	**Category**	:	
7.	**Date of Birth**	:	
8.	**DITS (Date of entry into Time Scale)**	:	
9.	**Date of entry in Gr.B** ***(wherever applicable)***	:	
10.	**Present pay band with Grade Pay and basic pay as on date of application**	:	
11.	**Present Designation & Organization**	:	
12A.	**Correspondence Address**		
12B.	**Permanent Address**		
13.	**Contact Details**		
	(a) Email ID	:	
	(b) Telephone (O)	:	
	(c) Telephone (R)	:	
	(d) Mobile Number	:	
	(e) Aadhar No.	:	

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14. Educational Qualifications (Attach supporting documents):-

S.No.	Qualification/ Degree	Subjects	Institution/ University, Place/Country	% or CGPA	Passing Year

15. Experience Details (separate sheet may be attached along with supporting documents):-

For applicants in CDA PAY SCALES / IDA PAY SCALES :-
(Complete details of service / position held since joining)

Post Held	Organization Name with place of posting	CDA/IDA PAY SCALES (Mention the substantive Pay Scale with GP/Level) (MACP not to be mentioned)	Period (From – To) dd/mm/yy – dd/mm/yy

16. Eligibility Criteria

A.	**Essential Work Experience :-** The candidate should have deep knowledge and post qualification work experience in the field of i) Handling Manpower Planning/ Recruitment & Selection / Training & Skill Development/ Competency & leadership mapping. ii) Performance management/ HR branding/employee relation & welfare/Industrial Relation. iii) Wage Revision and Pay Administration. iv) Formulation of Employee benefit Policies & Procedures. v) Compliance of statutory requirement including labour Laws/ implementation of HR policies, experience in general administration activities/liaisoning/ protocol etc. vi) Grievance Management, RTI, Legal cases pertaining to employment/ service matters & other disciplinary aspects. vii) Exposure to latest trends and implementing the best HR practices. viii) Good Working Knowledge on ERP	**YES/NO (Attach detailed note with supporting documents)**

B.	**(i) Pay Scale of CDA**: Executives/Officers either working or empaneled in SG -Rs 1,23,100-2,15,900/- (level-13) (Revised)/ Rs. 37,400-67,000/- + Grade Pay Rs. 8700/- (Pre-revised) or higher in Indian Railways /Metros including services put in on deputation in the above pay scale with a total 11 years of Service at Gazetted/Executive level. **OR** Executives/Officers either working or empaneled in JAG pay scale of Rs.78,800-2,09,200/- (Level-12) (Revised) / Rs. 15600-39100/- (Grade Pay-7600) (Pre-Revised) for atleast 03 years in the above pay scale in Indian Railways /Metros including services put in on deputation, with a total 11 years of Service at Gazetted/Executive level.	**YES/NO (Attach detailed note with supporting documents)**
	(ii) Pay Scale of IDA: Executives/Officers either working or empaneled in Rs.90,000-2,40,000(Revised)/Rs.36,600-62,000/- (Pre-revised) or higher in any Metros including services put in on deputation in the above pay scale with a total 11 years of Service at Gazetted/Executive level. **OR** Executives/Officers either working or empaneled in pay scale of Rs. 70,000-2,00,000/- (Revised)/Rs. 29,100-54,500/-(Pre-revised) for atleast 03 years in the above pay scale in any Metros including services put in on deputation, with a total 11 years of Service at Gazetted/Executive level.	**YES/NO (Attach detailed note with supporting documents)**

17. Details of previous deputation/ Foreign assignment, if any (Attach supporting documents):-

S.No.	Organization	Designation	From	To

18.	**Whether debarred from deputation? If yes, please furnish details.**	:	
19.	**Whether cooling off period completed? If yes, date of return from previous deputation with details, wherever applicable.**	:	
20.	**Whether applied for deputation under Central Staffing Scheme i.e. Central deputation. If yes, registration number (if any) allotted by supremo.gov.in**	:	

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21. APAR Ratings for last 04 years (Attach supporting documents):-

Year	Rating

22. Awards, if any (Attach supporting documents):-

S.No.	Name of Award	Brief Details

23.	**Whether any conviction (by court of Law) /punishment/penalty (due to disciplinary action by employer) was awarded to applicant in last 10 years.**	**YES/NO**
	If yes, details of case.	Separate sheet may be enclosed
24.	**Whether at present any case is pending in the court of law or any disciplinary enquiry is going on, against applicant.**	**YES / NO**
	If yes, details of case	Separate sheet may be enclosed
25.	**NOC, Vigilance and D&AR status from current employer enclosed.**	**YES / NO**
26.	**Copies of Annual performance appraisal report for last 04 years enclosed.**	**YES / NO**
27.	**Whether appeared for interview in UPMRC in past.** (If yes, details of the interview)	

I certify that the details furnished by me above are true and I am eligible for the post as per the criteria laid down in the vacancy notice.

(Name and Signature of the applicant)

Place:
Date:

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Certificate by the Employer

a) The date of birth, qualifications and experience and other details furnished by Shri/Smt. indicated at S No. 1 to 27 in the application form have been verified and found correct as per service records of the Executive/Officer.

b) The department will be informed at the earliest, if any disciplinary proceeding is initiated or contemplated against the officer after his / her application is forwarded.

c) Up-to date ACRs/APARs dossiers of the concerned officer for the last 04 years is enclosed or would be forwarded within the due date.

(Signature of the Employer with stamp)

Checklist of documents to be enclosed:

1. Educational Certificates. (Including Matric Certificate for age eligibility)
2. Work Experience Certificate.
3. NOC from present Employer.
4. Vigilance and D&AR Clearance from present Employer.
5. APARs of the last 04 years

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