VACANCY NOTICE NO. 39/2025

GOVERNMENT OF INDIA
MINISTRY OF RAILWAYS
(RAILWAY BOARD)

ISSUED ON 09/09/2025

GENERAL MANAGERS
ALL RAILWAYS/NEW ZONES/PRODUCTION UNITS

DIRECTOR GENERAL'S/DIRECTORS
ALL RAILWAY TRAINING INSTITUTES

NO: 2025/E(O)II/4/49 **VACANCY NOTICE NO. 39/2025**

ORGANIZATION	:	MAHARASHTRA METRO RAIL CORPORATION LTD. (Maha-Metro)
TITLE & NO.OF POSTS	:	GENERAL MANAGER (ADMINISTRATION AND BUSINESS DEVELOPMENT)-01 POST
LOCATION, DURATION, TERM OF APPOINTMENT, AGE, SCALE OF PAY, SPECIFIC REQUREMENTS ETC.	:	AS PER ANNEXURES
WEB ADDRESS	:	www.indianrailways.gov.in\railwayboard, then click for IR personnel and then vacancy circulars
CLOSING DATE	:	CLOSING DATE: 02/10/2025 APPLICATION MAY BE SENT BY EMAIL TO : usd@rb.railnet.gov.in

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SEND NAMES OF VOLUNTEERS WITH BIO-DATA IN THE PRESCRIBED PROFORMA DULY SIGNED BY THE APPLICANT VIGILANCE/DAR CLEARANCE AND CRS TO E(O)II/RAILWAY BOARD(.) ADVISE ALL ELIGIBLE SC/ST OFFICERS ALSO (.) RAILWAYS(.)

DA: ANNEXURES

ROSHAN KUMARI MEENA
UNDER SECRETARY/D/RAILWAY BOARD

NO: 2025/E(O)II/4/49 **New Delhi. Dated 09/09/2025**

Copy to:-

1. General Managers, Central, Eastern, Northern, North Eastern, North East Frontier, Southern, South Central, South Eastern, Western Railways, Metro Rail, Kolkata, N.W. Railway, Jaipur, E.C. Railway, Hajipur, North Central Railway/Allahabad, South Western Railway/Bangalore, East Coast Railway/Bhubaneswar, West Central Railway/Jabalpur, SEC Rly., Bilaspur.

2. General Managers, CLW/Chittaranjan, DLW/Varanasi, ICF/Perambur, RCF/Kapurthala, W&AP/Bangalore and RE. Allahabad.

3. DG/RDSO, Lucknow and IRCAMTECH, Area Officer, Maharajpur, Gwalior.
4. CAO(R)s, COFMOW/New Delhi, DCW/Patiala, MTP(R), Mumbai, Delhi and Chennai.
5. DG/RSC, Vadodara/Directors, IRIMEE, Jamalpur/IRICEN, Pune and IRISET, Secundrabad/IRIEE, P.B. No. 33, Nasik Road, Maharashtra, Director, Indian Railways Institue of Transport Management (IRITM), Hardoi Bypass Road, P.O. Manak Nagar, Lucknow-226011.
6. All officers/Railway Board (by email).
7. G. Branch for display on Notice Board.
8. Secy. General, FROA, Room No.256-A, Rail Bhavan
9. Secy. General, IRPOF, Room No. 268, Rail Bhavan.
10. Secy. General, IRCA, DRM's Ofice, Accounts Bldg., Chelmsford Rd. New Delhi.
11. Managing Director/MAHA-Metro,Maharashtra Metro Rail Corp. Ltd.,"Metro House", 28/2, C.K. Naidu Marg, Anand Nagar, Civil
12. OSD/MR,EDPG/MR,PS/MOS(G),PS/MOS(S),JS(CP),JS(G),JS(E),JS(D), US(C), ERB-I and E(O)I Branches, Railway Board.
13. Chief Commissioner of Railway Safety, Lucknow ,Adviser (Safety)/Railway Board.
14. Dy. Director General (Rail Move), Milrail, Addl. Dte General of Movement, Integrated HQs of MoD(Army) Room No-514 B, D-1 Wing, Sena Bhawan New Delhi-110011

ROSHAN KUMARI MEENA
UNDER SECRETARY/D/RAILWAY BOARD

Annexure-A

MAHARASHTRA METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVT. OF INDIA AND GOVT. OF MAHARASHTRA)

Vacancy Notice No.: MAHA-Metro/N/HR/01(D)/2025 Date: 03/09/2025

VACANCY NOTICE

Maharashtra Metro Rail Corporation Limited (MAHA-Metro), Nagpur a Joint Venture Company with equal participation from Govt. of India and Govt. of Maharashtra is implementing Nagpur Metro Rail Project, Pune Metro Rail Project, Thane Integral Ring Metro Rail Project & O&M works of Navi Mumbai Metro Line-1 in the state of Maharashtra.

To meet with the immediate requirement of experienced personnel for Maharashtra Metro Rail Corporation Limited for Thane Integral Ring Metro Rail Project, applications are invited from the eligible officers of Indian Railway having relevant experience, for the under-mentioned post on Deputation basis.

Organization	Maharashtra Metro Rail Corporation Ltd.
Name of the Post	**General Manager (Administration and Business Development)**
No. of Post	01
Pay Scale of the Post	Pay in the parent organization and applicable allowances
Eligibility Criteria	
Maximum Age (as on Closing Date)	55 years
Discipline	**Indian Railway Accounts Service**
Allowances & Perks	1. Deputation Allowance 2. Children Education Allowance 3. Transportation/ Vehicle Allowance 4. Rented lease accommodation facility/HRA 5. TADK Allowance, etc.
Location	**Thane Integral Ring Metro Rail Project**
Tenure of Deputation	03 years, extendable up to 05 years, on usual terms & conditions of deputation.
Minimum Experience	Candidate from IRAS i) Working in Pay Matrix Level 14 (SAG/NFSAG) or ii) Working for 05 years in Level-13 or Level 13 and 13A combined or iii) Total 19 years of Group "A" service and currently working in Level 13 or Level 13A.
Selection Criteria & Procedure	The selection method will comprise- Personal Interview. The selection process would judge different facets of knowledge, skills, experience, expertise & aptitude. The candidates will be shortlisted for interview, based on their eligibility /experience in the relevant field. Officer should be free from DAR & Vigilance enquiry.
Closing Date	30 days for submission of application from the date of issuance of Vacancy Notice.

Cont.2..

le No. 2025/E(O)-II/4/49 (Computer No. 3508339)
enerated from eOffice by SANDEEP, SO3/E/O/II(S), SO3/E(O)II, Secretary Dte. on 09/09/2025 09:51 am

General Instructions:

1. The willing candidates, who fulfil the above mentioned eligibility criteria, may fill up details in prescribed application form enclosed herewith as "Annexure-I" and shall attach two copies of recent passport size photographs, all the relevant documents/testimonials along with the application form and send the same on or before the closing date by speed post to:

   General Manager (HR/Recruitment)
   Metro Bhawan, Recruitment Cell, 4TH Floor,
   Opposite Dr. Babasaheb Ambedkar College,
   Near Dhikshabhoomi, Vasant Nagar
   Ramdaspeth, Nagpur – 440 010

2. A copy of application shall also be submitted by the respective Railway officers to their administrative officer (HQ/ Board etc.) for forwarding the application to MAHA-Metro, Nagpur indicating No Objection, Vigilance/DAR clearance etc.

3. The shortlisted candidates will be called for Personal Interview on the scheduled date and time with all original documents / testimonials and experience certificates. The interview will be held at "Metro Bhawan", Opposite Dr. Babasaheb Ambedkar College, Near Dhikshabhoomi, Vasant Nagar, Ramdaspeth, Nagpur – 440 010 **or** through video conferencing for which necessary link shall be sent to the shortlisted candidates on their registered Email ID. No separate communications by post will be sent to the candidates individually. The candidates are required to go through the instructions for Personal Interview, when sent to him and appear for the same accordingly.

4. The candidates, who qualify the selection process, will be informed through E-Mail.

5. Incomplete application or applications received after the due date will be summarily rejected. MAHA-Metro is not responsible for any postal delay or loss.

09/9/25

General Manager (HR)
MAHA-Metro

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Annexure-I

MAHARASHTRA METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVT. OF INDIA AND GOVT. OF MAHARASHTRA)

Vacancy Notice No.: MAHA-Metro/N/HR/01(D)/2025, dated 03/09/2025
Post : General Manager (Administration and Business Development)
Location : Thane Integral Ring Metro Rail Project

Photograph

APPLICATION FORMAT

(TO BE FILLED IN BOLD ENGLISH CAPITAL LETTERS BY THE CANDIDATE IN HIS OWN HANDWRITING)

PERSONAL INFORMATION				
1	Name of the Candidate (Mr./Ms./Mrs.)	First Name	Middle Name	Last Name (Surname)
2	Gender			
3	Father's / Husband's Name (Shri / Mr.)	First Name	Middle Name	Last Name (Surname)
4	Date of Birth (DD/MM/YYYY)			
5	Age as on Closing date:	Years	Months	Days
6	Address for Correspondence			
7	Permanent Address			
8	Contact No. with STD Code			
9	Mobile Number			
10	Email ID			
11	Category (SC / ST / OBC / UR)			

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MAHARASHTRA METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVT. OF INDIA AND GOVT. OF MAHARASHTRA)

EDUCATIONAL QUALIFICATION

	Details of Education Qualification from 10th Class Onwards	Name of Course	Examination Passed in year	Name University/ Board	Percentage / Class / CGPA
1	Class 10th / SSC				
2	Class 12th / HSC / Diploma				
3	Graduation (Bachelor's Degree)				
4	Post-Graduation Degree				
5	Computer Knowledge/ Diploma				
6	Any Other Qualification				

EXPERIENCE DETAILS

1	Name of Present Organization with Location			
2	Date of Joining			
3	Present Post/ Post on which Working			
4	Present Grade			
5	Pay Scale on which working (full pay scale with basic pay) CDA.	Basic Pay	Pay Scale (CDA/7th CPC)	Gross Salary Per Month
6	Date from which existing pay scale is applicable			
7	Details of Previous Deputation/ Foreign Service (if any)			
8	Whether debarred from Deputation? If yes, please furnish details			
9	Whether cooling off period completed: If yes, date of return from previous Deputation with details, whenever applicable.			

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I hereby declare that all the information furnished by me above is true to my best belief. I understand that any false information / misrepresentation will lead to immediate cancellation of my candidature at MAHA-Metro.

Date.....

Place.....

Name & Signature
of Candidate

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Annexure-II

Format for details of experience:

Name of the Candidate/Applicant: .....

Sl.	Name of Organization	Rly./Govt./ PSU	Designation/ Pay Scale	Period of Service From	To	Total Experience Year	Month	Job Profile

Signature .....

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