मुंबई रेलवे विकास कॉर्पोरेशन लि.
(भारत सरकार, रेल मंत्रालय का एक सार्वजनिक उपक्रम)
MUMBAI RAILWAY VIKAS CORPORATION LTD.
(A PSU of Govt. of India, Ministry of Railways)

No. MRVC/E/65/2026/Reg

Date: 13.10.2026

VACANCY NOTIFICATION No.26/2026

Sub: Direct Recruitment of Assistant Manager (Planning & Civil), IDA E2/50000-160000 on regular basis

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1. Mumbai Railway Vikas Corporation Ltd. (MRVC) is a vital project implementation organization working in the sensitive Mumbai Suburban area with a very lean organizational structure.

2. The corporation invites applications from committed, promising and passionate young professionals with brilliant academic records to join the corporation as Assistant Manager ((Planning & Civil) on direct recruitment on regular basis as mentioned below :

Sr.No.	Name of the post	Grade	No of vacancies
1	Assistant Manager (Planning & Civil)	IDA E2/50000-160000	1 (UR)

3. The detailed specifications/requirements of the posts are at **Annexure-I**.

4. Eligible and interested candidates may apply as per the application format at **Annexure-A, B, C and D**. Application may be sent to DGM(HR), Mumbai Railway Vikas Corporation Ltd., 2nd Floor, Churchgate Station Building, Mumbai-400 020, by ordinary post latest by **17.30 hrs** of **11.11.2026.** A scanned copy of the duly filled in and signed application in the proforma in PDF format may also be sent through e-mail to **dep_abs@mrvc.gov.in** by **17.30 hrs** of **11.11.2026**. Applicants working in Railway/Railway PSUs on regular basis should simultaneously submit a copy of the application to their administrative officer for forwarding to MRVC Ltd. with the approval of the competent authority with NOC, Vigilance/DAR clearance, APAR gradings etc. as per **Annexure-E.** Applications received after the last date and time for submission of applications given above will be rejected and no correspondence on the same shall be entertained.

5. The Vacancy Notice with Proforma of Application is also available on the website of the Corporation "www.mrvc.indianrailways.gov.in" and Railway Board's website "www.indianrailways.gov.in".

Encl : As above

13/10/26

(Mangesh Kashimkar)
DGM(HR)

दूसरी मंजिल, चर्चगेट स्टेशन भवन, मुंबई - 400 020.
2nd Floor, Churchgate Station Bldg., Mumbai - 400 020.
Tel. : 022-22195398 / 399 • Fax : 022-2209 6972 • Website : www.mrvc.indianrailways.gov.in
CIN : U45203MH1999GOI120765

ANNEXURE-I

Filling up of post of Assistant Manager (Planning & Civil) on direct recruitment on regular basis

Specifications/Requirements, Selection Process and other Conditions

1. **ESSENTIAL QUALIFICATION**

Full Time B.E./B.Tech in Civil Engineering from recognized University/Institute with minimum 60% marks or equivalent CGPA/OGPA **and** Post Graduation in relevant field of engineering/Construction Management. Rounding off percentage will not be acceptable under any circumstances for considering the eligibility e.g. 59.99% will be treated as less than 60%.

2. **ELIGIBILITY CRITERIA AND EXPERIENCE**

(I) **Eligibility Criteria**

Executives working in Railway/Railway PSU on regular/contract basis,

in Level-8 of CDA (regular) / IDA E2 Grade (50000-160000),
OR
in Level-7 of CDA (regular) / IDA E1 grade (40000-140000) for minimum of 2 years.

(II) **Experience**

(i) Candidates should have minimum 6 years of overall post-qualification working experience with minimum 2 years of experience in suburban railway project planning and liaison with State Government agencies and multi-lateral funding agencies such as AIIB/MDBs etc.

(ii) Candidates should be proficient in local language for smooth liaison with state government agencies in Maharashtra.

3. **JOB DESCRIPTION**

(i) Coordination with State Government, Western and Central Railways, Railway Board, other agencies and multilateral funding agencies for project planning and implementation.
(ii) Monitoring physical and financial progress of infrastructure projects and identifying delays and implementation bottlenecks.
(iii) Preparation of management briefs, project status reports, presentations and progress dashboards.
(iv) Providing inputs for Cabinet Notes, MCDO, PMG, PRAGATI Portal and other reporting requirements.
(v) Supporting DPR finalisation, project planning, package prioritisation and implementation sequencing.
(vi) Coordination for statutory clearances, NOCs and resolution of project constraints.

4. **UPPER AGE LIMIT**

35 years as on closing date of the notification.

5. **SELECTION PROCESS**

(i) After preliminary screening of the applications received from candidates by mail and post, the eligible candidate (s) will only be called for document verification and interview.
(ii) In case of more number of eligible applications received, then candidates equal to 5 times the notified vacancies will only be called for document verification and interview based on their

engineering marks and experience.

(iii) Candidates shall have the option for appearing Interview in Hindi or English.

(iv) Candidates shall obtain information about their status through the website of the Corporation.

(v) Candidates shortlisted for Personal Interview shall be required to bring the documents as mentioned in their interview call letter.

(vi) The overall qualifying marks shall be minimum 60%. The candidates must qualify with minimum 60% marks in the Personal Interview.

(vii) Experience certificate, Working Report and APAR for 3 years (for those working on regular basis) should be attached with the application.

(viii) **Marks and Weightage for various Parameters**

Sr. No.	Factors / heading	Max. marks
1	Overall post-qualification working experience (Minimum 6 years)	40 Marks*
2	Experience in suburban railway project planning and liaison with State Government agencies, Zonal Railways and multi-lateral funding agencies such as AIIB/MDBs etc. (Minimum 2 years)	40 marks #
3	Personality, Address and Qualities of Leadership (Assessed during interview)	20 marks
	Total	100 marks

* # Weightage will be given to candidates based on experience.

(ix) **Empanelment of Candidates**

- Candidates who qualify in the Personal Interview will only be considered suitable for empanelment.
- Empanelment shall be done on the basis of the total vacancies notified. Selected candidates shall be notified through e-mail.
- Appointment of selected candidate shall be subject to being found medically fit in the Pre-Employment Medical Examination to be conducted as per MRVC norms and Standards of Medical Fitness.
- Posting locations for selected candidate are likely to be anywhere in the area of operation of MRVC.

6. COMPENSATION PACKAGE

(i) The selected candidates will be placed in the pay scale of IDA E2/Rs.50000-160000 with basic pay of Rs.50,000 plus allowances such as Dearness Allowance, House Rent Allowance, Cafeteria Allowance etc. as applicable to permanent employees of MRVC.

(ii) Pay protection will be given to the selected candidates.

7. PROBATION & CONFIRMATION

(i) The appointment shall be on probation for a period of one year from the date of joining. The appointment shall be confirmed subject to satisfactory completion of the probation period including training as prescribed if any, duly assessed by concerned HOD, recommendation of concerned Director and approval by CMD.

(ii) Probation period can be curtailed or extended on merits of individual cases duly bringing out the justification/reasons of each individual case with the approval of appointing authority.

(iii) Employees on probation may be discharged from the service during period of probation without assigning any reasons.

(iv) On confirmation, the appointment shall be till the age of superannuation (i.e. 60 years) or winding up of the company whichever is earlier.

8. SERVICE AGREEMENT BOND

The selected candidates will be required to execute a Service Agreement Bond to successfully complete the prescribed training if any and probation period and thereafter serve the organization for

at least five years. If candidates fail to serve the organization or resign from service during training/probation or within a period of five years after the Training and/or Probation period, he/she shall have to refund the whole cost of training and probation, cost of boarding and lodging, pay and allowances of any kind as well as any other amount paid during the period of training and probation with 12.5% as interest on the whole amount.

9. DISCIPLINARY ACTION FOR MISCONDUCT

For any misconduct, breach of the standing orders, or violation of any of the service conduct rules, disciplinary action shall be initiated as per the corporation's Discipline & Appeal Rules.

10. LEAVE RULES, MEDICAL BENEFITS, PERKS AND ALLOWANCES

The Leave Rules, Leave Travel Concession, Allowances/Advances and perks, Medical, Provident Fund, Gratuity etc. applicable to the employees permanently absorbed, and as amended from time to time, shall be applicable.

11. HOW TO APPLY

(i) Applicants must apply in the format given at **Annexure-A** to this notification. The application complete in all respects with full signature and a self-attested passport size photo affixed in the space provided along with enclosures and clearly mentioning the above Notification No. and 'Post applied for' should reach to Deputy General Manager (HR) by ordinary post and mail as per the details given in the Notification.

(ii) Incomplete application forms or the application not accompanied by the required documents or the applications received after the closing date and time mentioned above will be rejected and no correspondence on the same shall be entertained.

(iii) The candidate who applies for the post will not be allowed to withdraw their candidature subsequently.

(iv) Documents to be attached with the application:

- Self-attested copies of certificate in proof of qualification (As per the qualification specified in Notification)
- Self-attested copy of proof of date of birth (SSLC/SSC/Birth Certificate)
- Two attested passport size photographs
- Attested copy of documents regarding experience, last served and others.
- Character Certificate issued by a gazetted officer not older than 6 months.

(v) MRVC will not be responsible for any delay in submitting the application with enclosures as above.

12. OTHER CONDITIONS AND POINTS TO BE NOTED BY THE APPLICANTS

(i) Their services are governed by the MRVC Service Conduct Rules.

(ii) The selected candidates will have to execute an Indemnity Bond indemnifying MRVC or MOR against any liabilities in case of termination of their services due to winding up of the corporation.

(iii) Candidates are warned that submission of false information will render them liable for immediate dismissal, if selected, without any notice. In addition, MRVC reserves the right to take any action as deemed fit.

(iv) MRVC holds all the right to alter the vacancies and other procedure as notified or cancel the recruitment against this notification as it may deem fit without citing any reason.

(v) Any kind of canvassing will result in disqualification of candidate at any stage of selection without assigning any reason. No further correspondence will be entertained in this regard.

(vi) MRVC's decision on selection will be final and no correspondence will be entertained from or on behalf of *unsuitable/unsuccessful candidates*.

(vii) Cut-off date for age and eligibility would be reckoned as on closing date of Vacancy Notice.

(viii) **MRVC has not nominated any agent(s) for the recruitment. Candidates should not fall prey to any false promises made by anyone. Doing so will be at their own risk, and the corporation is not responsible for it.**

ANNEXURE-A

PROFORMA OF APPLICATION FOR THE POST OF ASSISTANT MANAGER (PLANNING & CIVIL)
(Direct recruitment on regular basis)

Affix here passport size photograph

Personal Data

1	Name	
2	Father's Name	
3	Gender	
4	Permanent Address	
5	Category (SC/ST/OBC/UR)	
6	Date of Birth and Age as on **11.11.2026**	
7	Date of first appointment (post qualification)	
8	Present Designation with name of Railway/Railway PSU and Pay scale	(i) Present designation: (ii) Name of Railway/Railway PSU : (iii) Pay Scale (CDA/IDA) : (iv) Date of entry in the present Pay Scale: (v) Present Basic Pay :
9	Contact Details : (a) Address	
	(b) Email ID	
	(c) Telephone (O)	
	(d) Telephone (R)	
	(e) Mobile Number	

10. **Educational / Technical Qualifications**:

Name of examination	Name of Board/University	Year of passing	Subjects	% of marks	Class/Division

11. **Post qualification Working Experience details**:

S.No.	Positions held since initial appointment (starting from latest)	Name of Organisation	From	To	Grade (Pay scale)	Nature of work

• Total post qualification working experience : .....Yrs & ..... Months • Total suburban rail project planning and liaison experience :.....&.....Months	• Proficiency in local language of Maharashtra (Yes / No)

12	Details of punishment if any in the last 10 years	
13	Details of awards, if any	
14	Have you ever been involved in any antinational activities (Tick)	(Yes / No)
15	Have you ever been convicted, if 'Yes', details	
16	Any criminal case lodged against you, if 'yes', details	

17. Declaration

i. I hereby solemnly affirm 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.
ii. I have not concealed any information. However, if any information furnished herein is found to be fraudulent, incorrect and untrue, I understand that I am liable to criminal prosecution and I also agree to forgo my appointment if made.
iii. I agree to abide by the Rules and Regulations of MRVC.

(Name and Signature of the applicant)

Place :
Date :

List of documents enclosed (Please indicate 'TICK' [√] in the box
(NOTE : FAILURE TO ATTACH ANY OF THESE DOCUMENTS WILL RENDER THE APPLICANT INELIGIBLE)

1. Self attested copies of certificate in proof of qualification (As per the qualification specified in Notification) ☐
2. Self attested copy of proof of date of birth (SSLC/SSC/Birth Certificate) ☐
3. Two attested passport size photographs ☐
4. Attested copy of documents regarding experience, last served and others ☐

I hereby certify that I have read and understood all the instructions regarding the notification for Assistant Manager (Design) as given on www.mrvc.indianrailways.gov.in.

(Name and Signature of the applicant)

Place :
Date :

ANNEXURE-B

UNDERTAKING

In the event of my selection as Assistant Manager (Planning & Civil) in Mumbai Railway Vikas Corporation Ltd., I will tender my resignation in my Parent Organization i.e.....

Signature :_____
Name :_____
Designation :_____
Organisation :_____
Date :_____

Place :
Date :

ANNEXURE-C

AFFIDAVIT

I,.....son/daughter of..... do hereby solemnly affirm and declare that I am free from D&AR/SPE/Vigilance angle and no proceedings have been contemplated or pending against me in the present organization.

In case any information comes to my notice, I will inform MRVC of the same immediately.

I, further understand that if any adverse information comes to the notice of MRVC which was not disclosed by me, in addition to termination of service, action as deemed fit would be taken by MRVC.

Signature :_____
Name :_____

Place :
Date :

ANNEXURE-D

VERIFICATION

I,.....son/daughter of ..... do hereby declare that the information furnished by me in the Application Form is true to the best of my knowledge and belief and that nothing has been concealed.

Signature :_____
Name :_____

Place :
Date :

ANNEXURE-E

(Certificate to be furnished by the Employer/Head of Officer/Forwarding Authority)

1. Certified that the particulars furnished by ..... are correct and he/she possesses educational qualifications and experience mentioned in the vacancy notice.
2. Also certified that –
   (i) There is no vigilance or disciplinary case pending / contemplated against Shri/Smt.....
   (ii) His/her integrity is certified.
   (iii) His/her APAR dossier in original is enclosed/photocopies of the APAR for the last 3 years duly attested by an officer of the rank of JAG/DGM are enclosed.

Signature :_____
Name :_____
Designation :_____
Telephone No :_____
Office Seal :_____

List of enclosure :

1_____ 2_____
3_____ 4_____
5_____ 6_____