

# **MAHARASHTRA METRO RAIL CORPORATION LTD.**

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

**ADVT. NO.: MAHA-Metro/P/HR/06/2021 Date: 22/09/2021**

<b>ONLINE APPLICATION WILL START ON</b> <b>Website - <a href="http://www.punemetrorail.org">www.punemetrorail.org</a></b> <b>After entering the website - Click on "CAREERS"</b>	<b>23/09/2021 from 10:00 hrs.</b>
<b>CLOSING DATE FOR ONLINE APPLICATION</b>	<b>14/10/2021 up to 18:00 hrs.</b>

Maharashtra Metro Rail Corporation Limited (Maha Metro), a joint venture company with equal participation from the Govt. of India and the Govt. of Maharashtra is implementing Nagpur Metro Rail Project and Pune Metro Rail Project in the State of Maharashtra.

To meet with the immediate requirement of experienced personnel for Maharashtra Metro Rail Corporation Ltd. for Pune Metro Rail Project, Maha Metro is inviting applications from experienced persons of Indian Nationality having experience in Metro Rail / Railways / Railway PSUs / Govt. Organizations / PSUs and Metro related Infrastructure Industries / Infrastructure Industries (wherever mentioned in the notification) for the following posts for Signal, Operation and Maintenance (O&M), Mechanical, Electrical & Plumbing (MEP), Information Technology / Automated Fare Collection (IT / AFC) and Finance departments of Pune Metro Rail Project on contract / deputation basis.

The details along with the required eligibility criteria is mentioned below against each post.

<b>Sr. No.</b>	<b>Post (Post Code)</b>	<b>No. of vacancies</b>	<b>Pay Scale (IDA) (Rs.)</b>	<b>Minimum Educational Qualification</b>	<b>Minimum Experience (Post Qualification)</b>	<b>Maximum Age limit as on closing date</b>
1	Additional Chief Project Manager (Signal) – E6  <b>(For Pune Metro Rail Project)</b>	<b>01</b> (UR - 01)	Rs.1,00,000 – 2,60,000/-	Full time B.E. / B. Tech. in Electronics / Electronics and Telecommunications discipline from a Govt. recognized University / Institute	Candidates should have Executive experience of Signalling Work in Metro Rail / Railways / Railway PSUs / Govt. Organizations / PSUs / Metro Related Infrastructure Industries along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be presently working in CDA Pay Matrix Level 13 (VII CPC) for at least 03 years or working in CDA Pay Matrix Level 12 (VII CPC) and with overall 17 years executive experience. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be presently working in IDA Pay Scale of Rs. 1,00,000 – 2,60,000 or in IDA Pay Scale Rs. 90,000 – 2,40,000/- with 17 years overall experience or in IDA Pay Scale of Rs. 80,000 – 2,20,000/- for at least 03 years and with 17 years overall experience.	53 years

					<p style="text-align: center;"><b>OR</b></p> <p><b>C. The candidates from Metro Related Infrastructure Industries:</b> Must have 17 years overall executive experience and should be drawing Salary (CTC) of minimum Rs. 2, 20,000/- per month.</p> <p>The candidates either from 'A' or 'B' or 'C' should be well conversant with latest technology in Signalling. Experience of working on CBTC will be preferred.</p>	
2	Senior Deputy General Manager (Electrical & Mechanical) – E4  (For Pune Metro Rail Project)	<b>01</b> (UR - 01)	Rs. 80,000 – 2,20,000/-	Full time B.E. / B. Tech. in Electrical / Mechanical discipline from Govt. recognized University / Institute	<p>Candidates should have Executive experience of Mechanical, Electrical or MEP departments in Metro Rail / Railways / Railway PSUs / Govt. Organizations / PSUs / Metro Related Infrastructure Industries along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be presently working in CDA Pay Matrix Level 12 (VII CPC) with overall 12 years executive experience or in CDA Pay Matrix Level 11 (VII CPC) for at least 03 years and with overall 12 years executive experience.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be presently working in IDA Pay Scale Rs. 80,000 – 2,20,000/- or in IDA Pay Scale Rs.70,000 – 2,00,000/- with minimum 12 years overall executive experience or in IDA Pay Scale Rs. 60,000 – 1,80,000/- for at least 03 years and with overall 12 years executive experience.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>C. The candidates from Metro Related Infrastructure Industries:</b> Must have 12 years overall executive experience and should be drawing Salary (CTC) of minimum Rs. 2, 00,000/- per month.</p>	48 years
3	Deputy General Manager (Safety, Training &	<b>01</b> (UR - 01)	Rs. 70,000 – 2,00,000/-	Full time B.E. / B. Tech. in Electrical / Civil / Mechanical Engineering or relevant discipline from	<p>Candidates should have Executive experience in the field of Operations, Safety, Training, &amp; Coordination of Metro Rail / Railways / Railway PSUs /</p>	45 years

	Coordination) – E3 <b>(For Pune Metro Rail Project)</b>			Govt. recognized University / Institute	Govt. Organizations / PSUs / Metro Related Infrastructure Industries along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be presently working in CDA Pay Matrix Level 12 (VII CPC) or CDA Pay Matrix Level 11 (VII CPC) with overall 08 years executive experience or working in CDA Pay Matrix Level 10 (VII CPC) for at least 03 years and with overall 08 years executive experience. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be presently working in IDA Pay Scale of Rs. 70,000 – 2,00,000/- or IDA Pay Scale Rs. 60,000 – 1,80,000/- with overall 08 years executive experience or working for at least 03 years in the IDA pay scale of Rs. 50,000 – 1,60,000/- and with overall 08 years executive experience. <b>OR</b> <b>C. The candidates from Metro Related Infrastructure Industries:</b> Must have overall 08 years executive experience and should be drawing Salary (CTC) of minimum Rs. 1, 60,000/- per month.  The candidates either from ‘A’ or ‘B’, or ‘C’ should have experience in Metro Train Operations, Constructional, Passenger & Operational Safety in Metro, Training activities, dealing with OEM trainers to ensure proper training to staff.  Candidate shall have experience and overall knowledge in Operation & Maintenance of subsystems like Train Operations, Electrical System, and Passenger safety and amenities.	
4	Assistant Manager (System Analyst - BIM & SAP) – E1	<b>01</b> (UR - 01)	Rs. 50,000 – 1,60,000/-	Full time B.E. / B. Tech. in Electronics / Electronics & Telecommunications / Computer Science / Information Technology discipline from a Govt. recognized University / Institute  <b>OR</b>	Candidates should have minimum 04 years of total Supervisory experience in the field of Information Technology / Computer Systems of Metro Rail / Railways / Railway PSUs / Govt. Organizations / PSUs / Metro Related Infrastructure	35 years

<p><b>(For Pune Metro Rail Project)</b></p> <p><i>BIM = Building Information Modelling</i></p> <p><i>SAP = Systems, Applications, &amp; Products in Data Processing</i></p>				<p>M.C.A. from a Govt. recognized University / Institute</p> <p>BIM and SAP knowledge will be preferred</p>	<p>Industries along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be presently working in CDA Pay Matrix Level 8 (VII CPC) or working in CDA Pay Matrix Level 7 (VII CPC) for at least 03 years.</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs/PSUs:</b> Must be presently working in IDA Pay Scale of Rs. 46,000 – 1,45,000/- or working for at least 03 years in the IDA pay scale of Rs.40,000 – 1,25,000/-</p> <p style="text-align: center;"><b><u>OR</u></b></p> <p><b>C. The candidates from Metro Related Infrastructure Industries:</b> Must have overall 04 years supervisory experience and should be drawing Salary (CTC) of minimum Rs. 1,02,000/- per month.</p> <p>The candidates either from ‘A’ or ‘B’ or ‘C’ should have experience in IT infrastructure, IT security, Network &amp; System Administration, Databases and Data Storage Systems in transportation sector, ERP, BIM, Asset management, Disaster Recovery Measures, 3D modelling, 2D drawings, Data Monitoring, Integration of BIM with other Applications, Dashboard management, Project scheduling through Primavera P6.</p> <p>Candidate shall have 03 years experience in ERP software development / web services including actual programming.</p> <p>Certifications in CISCO, IBM, SAS etc. are compulsory. Should have worked in a project on SAP ERP pertaining to PM, MM module etc.</p>	
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5	Senior Station Controller / Traffic Controller / Depot Controller / Train Operator – S3  (For Pune Metro Rail Project)	<b>23</b> (UR -12, OBC - 06, SC - 02, ST - 01, EWS - 02)	Rs. 40,000 – 1,25,000/-	Full time Graduate degree in any discipline from a Govt. recognized University / Institute  <u>OR</u>  Full time three year diploma in Engineering from a Govt. recognized Board / Institute	Candidates should have minimum 03 years of relevant experience (04 years for Diploma holders) of working as Station Controller / Traffic Controller / Depot Controller / Train Operator along with the following:  <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 6 (VII CPC) or above for at least 03/04 years as applicable above.  <u>OR</u> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 33,000 – 1,00,000/- or above for at least 03/04 years as applicable above.	UR – 40 years, OBC – 43 years, SC / ST – 45 years
6	Senior Section Engineer (Track) – S4  (For Pune Metro Rail Project)	<b>01</b> (UR - 01)	Rs. 46,000 – 1,45,000/-	Full time B.E. / B. Tech. in Civil Engineering from a Govt. recognized University / Institute	Candidates should have minimum 02 years of relevant experience of working as Section Engineer, along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 7 (VII CPC) or above for at least 02 years. <u>OR</u> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 40,000 – 1,25,000/- or above for at least 02 years.	40 years
7	Senior Section Engineer (Traction) – S4  (For Pune Metro Rail Project)	<b>01</b> (UR - 01)	Rs. 46,000 – 1,45,000/-	Full time B.E. / B. Tech. in Electrical Engineering from a Govt. recognized University / Institute	Candidates should have minimum 02 years of relevant experience of working as Section Engineer, along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 7 (VII CPC) or above for at least 02 years. <u>OR</u> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b>	40 years

					Must be working in IDA Pay Scale of Rs. 40,000 – 1,25,000/- or above for at least 02 years.	
8	Senior Section Engineer (MEP) – S4  <b>(For Pune Metro Rail Project)</b>  <i>MEP= Mechanical, Electrical and Plumbing</i>	<b>01</b> (UR - 01)	Rs. 46,000 – 1,45,000/-	Full time B.E. / B. Tech. in Electrical / Mechanical Engineering from a Govt. recognized University / Institute	Candidates should have minimum 02 years of relevant experience of working as Section Engineer, along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 7 (VII CPC) or above for at least 02 years. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 40,000 – 1,25,000/- or above for at least 02 years.	40 years
9	Section Engineer (IT) – S3  <b>(For Pune Metro Rail Project)</b>	<b>01</b> (UR - 01)	Rs.40,000 – 1,25,000/-	Full time B.E. / B. Tech. in Electronics / Electronics & Telecommunications/Computer Science / Information Technology discipline from a Govt. recognized University / Institute <b>OR</b> M.C.A. from a Govt. recognized University / Institute	Candidates should have minimum 03 years of total Supervisory experience in the field of IT in Metro Rail / Railways / Railway PSUs / Govt. Organizations / PSUs / Metro Related Infrastructure Industries / Infrastructure Industries along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be presently working in CDA Pay Matrix Level 7 (VII CPC) or working in CDA Pay Matrix Level 6 (VII CPC) for at least 03 years. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be presently working in IDA Pay Scale of Rs. 35,000 – 1,10,000/- OR working for at least 03 years in the IDA pay scale of Rs. 33,000 – 1,00,000/- <b>OR</b> <b>C. The candidates from Metro Related Infrastructure Industries / Infrastructure Industries:</b> Must have overall 03 years experience and should be drawing Salary (CTC) of minimum Rs. 45,000/- per month.	40 years

					<p>The candidates either from 'A' or 'B' or 'C' should have experience in IT infrastructure, IT security, network &amp; system administration, databases and data storage systems in transportation sector, Provisioning of Mail Server, VPN, P2P connectivity, Video Conferencing.</p> <p>Candidates should have 03 years experience in ERP software development / web services including actual programming. Certifications in CISCO, IBM, SAS etc. are preferred.</p>	
10	<p>Junior Engineer (Signal &amp; Telecom) – S1</p> <p><b>(For Pune Metro Rail Project)</b></p>	<p><b>03</b> (UR - 03)</p>	<p>Rs. 33,000 – 1,00,000/-</p>	<p>Full time three years Diploma in Electronics /Electronics &amp; Telecommunications Engineering from a Govt. recognized Board/Institute</p>	<p>Candidates should have minimum 02 years of relevant experience of working as Technician, along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 02 years.</p> <p><b>OR</b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000- 80,000/- or above for at least 02 years.</p>	40 years
11	<p>Junior Engineer (Traction) – S1</p> <p><b>(For Pune Metro Rail Project)</b></p>	<p><b>11</b> (UR - 07, OBC - 02, SC - 01, EWS - 01)</p>	<p>Rs. 33,000 – 1,00,000/-</p>	<p>Full time three years Diploma in Electrical Engineering from a Govt. recognized Board /Institute</p>	<p>Candidates should have minimum 02 years of relevant experience of working as Technician, along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 02 years.</p> <p><b>OR</b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 02 years.</p>	<p>UR – 40 years, OBC – 43 years, SC – 45 years</p>
12	<p>Junior Engineer (MEP/AC &amp; Refrigeration / Plumbing) – S1</p>	<p><b>01</b> (UR - 01)</p>	<p>Rs. 33,000 – 1,00,000/-</p>	<p>Full time three years Diploma in Electrical / Mechanical Engineering from a Govt. recognized Board / Institute</p>	<p>Candidates should have minimum 02 years of relevant experience of working as Technician, along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b></p>	40 years

	(For Pune Metro Rail Project)				Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 02 years. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 02 years.	
13	Junior Engineer (Civil / Track) – S1  (For Pune Metro Rail Project)	<b>03</b> (UR - 03)	Rs. 33,000 – 1,00,000/-	Full time three years Diploma in Civil Engineering from a Govt. recognized Board/ Institute	Candidates should have minimum 02 years of relevant experience of working as Technician, along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 02 years. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 –80,000/- or above for at least 02 years.	40 years
14	Senior Technician (Traction) – S1  (For Pune Metro Rail Project)	<b>12</b> (UR - 07, OBC - 02, SC - 01, ST - 01, EWS - 01)	Rs. 33,000 – 1,00,000/-	ITI (NCVT / SCVT) in Electrician/ Wireman /Electric Fitter/ Mechanic Machine Tool Maintenance trade from a Govt. recognized Board/ Institute	Candidates should have minimum 03 years of relevant experience of working as Technician, along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 03 years. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 03 years.	UR – 40 years, OBC – 43 years, SC / ST – 45 years
15	Senior Technician (MEP) – S1  (For Pune Metro Rail Project)  <i>MEP = Mechanical, Electrical and Plumbing</i>	<b>05</b> (UR - 04, OBC - 01)	Rs. 33,000 – 1,00,000/-	ITI (NCVT / SCVT) in Mechanic Machine Tool Maintenance / Electrician / Wireman / Electric Fitter / Mechanic Fitter/ Plumber trade from a Govt. recognized Board / Institute	Candidates should have minimum 03 years of relevant experience of working as Technician, along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 03 years. <b>OR</b>	UR – 40 years, OBC – 43 years



					<p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 03 years.</p>	
16	<p>Senior Technician (Mason) – S1</p> <p><b>(For Pune Metro Rail Project)</b></p>	<p><b>05</b> (UR - 04, OBC - 01)</p>	Rs. 33,000 – 1,00,000/-	<p>ITI (NCVT / SCVT) in Mason trade from a Govt. recognized Board / Institute</p>	<p>Candidates should have minimum 03 years of relevant experience of working as Technician, along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 03 years.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 03 years.</p>	<p>UR – 40 years, OBC – 43 years</p>
17	<p>Senior Technician (Signal &amp; Telecom) – S1</p> <p><b>(For Pune Metro Rail Project)</b></p>	<p><b>09</b> (UR - 07, OBC - 02)</p>	Rs. 33,000 – 1,00,000/-	<p>ITI (NCVT / SCVT) in Electronics / Electronics Mechanic trade from a Govt. recognized Board / Institute</p>	<p>Candidate should have minimum 03 years of relevant experience of working as Technician, along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 03 years.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 03 years.</p>	<p>UR – 40 years, OBC – 43 years</p>
18	<p>Senior Technician (Fitter) – S1</p> <p><b>(For Pune Metro Rail Project)</b></p>	<p><b>12</b> (UR - 07, OBC - 02, SC - 01, ST - 01, EWS - 01)</p>	Rs. 33,000 – 1,00,000/-	<p>ITI (NCVT / SCVT) in Fitter trade from a Govt. recognized Board/ Institute</p>	<p>Candidate should have minimum 03 years of relevant experience of working as Technician, along with the following:</p> <p><b>A. The candidates from Railways / Govt. Organizations:</b> Must be working in CDA Pay Matrix Level 4 (VII CPC) or above for at least 03 years.</p> <p style="text-align: center;"><b>OR</b></p> <p><b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be working in IDA Pay Scale of Rs. 25,000 – 80,000/- or above for at least 03 years.</p>	<p>UR – 40 years, OBC – 43 years, SC / ST – 45 years</p>

19	Account Assistant (Finance) – NS4  <b>(For Pune Metro Rail Project)</b>	<b>04</b> (UR - 02, OBC - 01, SC - 01)	Rs. 25,000–80,000/-	Full time B.Com. from Govt. recognised University/ Institute  <b>Preference:</b> Inter CA / ICWA /Full time MBA (Fin), from Govt. recognised University / Institute candidates will be preferred.	Candidate should have minimum 01 year of experience in the field of Finance in Metro Rail / Railways / Railway PSUs / Govt. Organization / PSUs / Metro related Infrastructure Industries along with the following: <b>A. The candidates from Railways / Govt. Organizations:</b> Must be presently working in CDA Pay Matrix Level 3 (VII CPC) for at least 01 year. <b>OR</b> <b>B. The candidates from Metro Rail / Railway PSUs / PSUs:</b> Must be presently working in IDA Pay Scale of Rs. 20,000 – 60,000/- for at least 01 year. <b>OR</b> <b>C. The candidates from Metro related Infrastructure Industries:</b> Must have minimum 01 year experience and should be drawing Salary (CTC) of minimum Rs. 30,000/- per month.  <b>Preference:</b> Candidates having knowledge of SAP/ ERP will be preferred.  <i>SAP = Systems, Applications, &amp; Products in Data Processing</i> <i>ERP = Enterprise Resources Planning</i>	UR – 32 years, OBC – 35 years, SC – 37 years
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UR = Unreserved, SC= Scheduled caste, ST = Scheduled Tribe, OBC = Other Backward Class,

EWS= Economically Weaker Section

- 1) Number of vacancies mentioned above may increase or decrease as per the requirement of Maha Metro.
- 2) Candidates selected will be eligible for DA, Perks and other allowance as applicable in Maha Metro.
- 3) Age Limits and Experience will be reckoned as on the Closing Date of the application.

**SELECTION PROCESS:** The selection process will comprise of Personal Interview followed by Document Verification and Medical Examination as per post's category. The selection process would judge different facets of knowledge, skills, experience, expertise, aptitude and physical fitness. The candidates will be shortlisted for interview, based on their eligibility / qualifications / experience in the relevant field. If sufficient candidates are not available for the advertised post, then candidates with lesser service length / higher age / lesser experience / relaxed qualification may be considered for short-listing in the same post / appropriate lower grade post, and based on the performance during the interview.

**MEDICAL EXAMINATION:** The selected candidate will have to undergo medical fitness examination in Maha Metro's nominated hospital as per the prescribed medical category. The details of medical standards can be seen on Maha Metro's website [www.punemetrorail.org](http://www.punemetrorail.org) under the link CAREERS.

## **HOW TO APPLY:**

1. Candidates are required to apply online through Maha Metro's website [www.punemetrorail.org](http://www.punemetrorail.org) only. No other means / mode of application will be accepted.
2. Candidates are required to have a valid personal email ID and mobile number. They should be kept active during the entire period of this recruitment process. In case a candidate does not have a valid personal email ID, he/she should create his/her new email ID before applying online. Under no circumstances, he/she should share / mention the email ID and its login password to any other person. Also the candidate should have a functional mobile number to complete the application process.
3. To access the online application, candidates are required to visit Maha Metro's website [www.punemetrorail.org](http://www.punemetrorail.org) and click on the link "CAREERS" Thereafter, he/she may open the desired recruitment notification for which online application is to be filled.
4. Candidates are required to read the entire vacancy notification and its instructions carefully to make themselves familiar with the eligibility, age criteria, other conditions, norms etc. for the desired post and all the related information, instructions of this recruitment process.
5. **Candidates shall apply online** by going to sub link titled as "**Apply Online**" and follow the instructions given therein carefully for Online registration and application.
6. The Online applications shall remain active from **10:00 hrs. of 23/09/2021** to **18:00 hrs. of 14/10/2021** only. In order to avoid last minute rush and inconvenience, the candidates are advised to apply sufficiently before the closing time and the date of the online application process. Maha Metro, Pune will not be responsible for any network problems / interruptions in the submission of online applications due to any reasons whatsoever or any other problem which arises at candidate's end, during the entire period of online application on the website of Maha Metro.
7. Candidates registering by entering requisite details on online registration form shall get a Login ID and Password on Mobile number & Email ID provided by applicant in the online registration form.
8. Thereafter Candidate will be required to login again with the received Login ID & Password and proceed with filling of the online application form.
9. Candidate shall select the post applied and fill in the requisite details in the online application form.
10. The candidates will have to upload the soft copies of the required documents in the online application form.
11. The candidates will have to make online payment for the application fee wherever applicable, as part of online application process. The fee for online application is Rs. 400.00 However no fee is payable in respect of SC / ST and women candidates.
12. All the fields in the online application form should be filled up carefully. After filling all the required information by the candidate, a preview of the filled application can be generated before submitting the application, and candidate can edit the information at that stage. After submission of the application, no modification will be permitted.
13. If at any stage of recruitment or thereafter, it is found that any information furnished by the candidate in his/her application is false/incorrect or the candidate has suppressed any relevant information or the candidate does not satisfy the eligibility criteria for the post(s), his/her candidature will be rejected forthwith.
14. A dedicated email Helpdesk is being setup. The candidates facing any difficulty during the online application process can contact on email [helpdesk.hr@mahametro.org](mailto:helpdesk.hr@mahametro.org) briefly indicating the problems faced, with screenshots.
15. Candidates who are eligible and wish to apply for more than one post will have to submit separate applications, along with the applicable application fee.
16. Candidates once selected are liable to be posted at any place where Maha Metro project is in operation or is likely to be started.
17. Candidates need NOT send printouts of application or certificates to Maha Metro, Pune by post.
18. However, the candidates who are currently working in Government organisations / PSUs etc. shall give intimation to their organization as per rules and shall be required to produce NOC from their organization at the time of interview. The candidates applying for deputation should submit online application and should also route their application through proper channel such that it reaches Maha Metro within 15 days after the last date of online application. The proper channel application should reach at the following address:  
General Manager (HR)  
Maharashtra Metro Rail Corporation Ltd.  
First Floor, The Orion Building,  
Arjun Mansukhani Marg, Opp. St. Mira's College,  
Koregaon Park,  
PUNE – 411 001
19. This is a serious recruitment process. Any objectionable or obscene attachments uploaded during the application process will invite criminal action.