CHENNAI METRO RAIL LIMITED
(A JOINT VENTURE OF GOVT. OF INDIA & GOVT. OF TAMILNADU)
Admin Building, CMRL Depot, Poonamallee High Road,
Koyambedu, Chennai 600 107.

ADVT. NO : CMRL/HR/06/2016

Chennai Metro Rail Limited, entrusted with the implementation of Chennai Metro Rail Project, requires efficient, experienced and competent Staff for the post mentioned below on regular basis:

Name of Post	Scale of Pay (Rs.)	No.of Posts	Gen	BC	BC Muslim	MBC/ DC	SC	SCA
Junior Engineer Grade-II (Station Control)	8,000-14,140	41	13	10	02	08	06	02

i. Reservation of posts will be followed as per the Government of Tamil Nadu Guidelines.

ii. For the mentioned post, knowledge of Tamil in all the three attributes i.e. Read, Speak and Write is compulsory.

2. Required Qualifications, Age and Experience:

Post: Junior Engineer Grade-II (Station Control)

The candidates should possess three years Diploma certification with minimum 55 % marks in Mechanical/ Electrical (EEE)/ Electronics & Communication Engineering (ECE) from a Govt. recognized Institute/University. Age not exceeding 28 years as on 01-08-2016.

3. Selection process:

i. For the post of Junior Engineer Grade-II (Station Control), the selection methodology will comprise four stage process – Online Test, Psychometric Test, Proficiency in Tamil followed by Medical examination in A1 category. For details about Medical Standards visit CMRL website.

The selection process would judge different facets of knowledge (Aptitude & Subject Skills), comprehension, aptitude, proficiency in Tamil and physical fitness. Candidates will have to pass through each stage successfully (including Medical examination) for qualifying for the issue of appointment orders.

ii. Candidates qualified in written test will be called for certificate verification and Post verification of credentials, the candidate will be administered Medical test.

4. Online Test:

i. The Online test consists of multiple-choice objective type questions (40% General Aptitude and 60% Subject knowledge). There will be no negative marking. The Paper shall be of two hours duration. Successful candidates based on the Online Test, Tamil proficiency Test and Psychometric Test, shall be called for Medical Examination. Certificate verification (with reference to originals) will be undertaken prior to joining CMRL. Test date will be published in CMRL website, http://chennaimetrorail.org Candidates are requested to be in constant touch with CMRL website for any updates.

ii. Instructions on how to answer online tests will be issued along with the hall ticket. Demo online tests will be made available on CMRL website.

5. Online Test Centres:

Online test centres will ordinarily be at Chennai. In case of necessity, the test will be conducted at select centres in Tamil Nadu.

6. Medical Examination:

i. Expenses for the first time medical examination of the candidate will be borne by CMRL. However, in case a candidate seeks extension for joining, then the second time medical examination expenditure for the joining will be borne by the candidate himself/herself. The standard for medical examination for above mentioned post is A1 medical standards.

ii. Details of Medical Standards are also available with CMRL's website: http://chennaimetrorail.org under career link. During the certificate verification, the credentials of the provisionally selected candidates will be verified as per the eligibility criteria stipulated vide cited Employment Notification. Only the candidates who meet the eligibility criteria will be sent to Medical examination.

iii. Candidates, who fail in the prescribed medical test, will not be given any alternative employment and decision of the CMRL is final on this issue.

7. Character & Antecedents:

The success in the online test does not confer any right to appointment unless CMRL will conduct such an inquiry, as may be considered necessary, that the candidate, having regard to his/her character and antecedents is found to be suitable in all respects for appointment to the service.

8. Surety Bond:

The candidates selected for the post will have to execute a surety bond of Rs. 2,00,000/- (including cost of training) to serve CMRL for a minimum period of five years and also a three months prior notice, will be required before seeking resignation from CMRL.

9. Training & Probation:

The selected candidates on appointment will be on Probation for a period of **two years** (including period of training), where they will undergo intensive training for prescribed duration. CMRL has the right to enhance or reduce the training period at its discretion for any or all the trainees. During the probation period, the candidates shall be required to pass various certification tests conducted by CMRL Training Institute. The service of the candidate during probation period can be terminated by CMRL, if the performance of the candidate is unsatisfactory, in accordance with the terms & conditions of offer of appointment.

10. Pay & Emoluments:

The pay & emoluments for direct recruits shall be as per pay scales mentioned in para 1 of this notification under the IDA (Industrial DA) as applicable from time to time and other benefits which include Perks like HRA, Other allowances, Medical benefit, EPF, Gratuity, and Insurance etc. as per extant rules of HR Manual, CMRL. During training period, stipend consisting of Basic pay and IDA only will be given. Post satisfactory completion of training, the candidate will be eligible to draw other allowances.

11. Concessions & Relaxations:

- For SC/ST Candidates, only 45% and above marks in the prescribed qualification is required.
- 5 years and 2 years in age relaxation in respect of SC/ST and MBC/DNC respectively will be considered.
- The upper age for Ex-Servicemen will be the length of service in armed forces plus 03 years. Reservation of posts is applicable for Ex-serviceman as per Government of Tamil Nadu guidelines.
- There is no reservation for physically handicapped candidates in this selection as all the above mentioned post is technical post involving public safety. Intake for Physically handicapped in identified non-technical posts, wherever applicable to the extent admissible, will be processed separately.
- The Diploma certificate issued by Govt. of India equivalent to the qualification stipulated for respective post shall be considered subject to submission of relevant Govt. Order stating equivalence of qualification.

12. Payment of fees/ intimation charges via the ONLINE MODE (non-refundable):

i. Application Fee : **Rs. 500** (For General and Others) and **Rs. 100** (SC/ST)

ii. Candidates should carefully fill in the details in the On-Line Application at the appropriate places very carefully and click on the "FINAL SUBMIT" button at the end of the On-Line Application format. Before pressing the "FINAL SUBMIT" button, candidates are advised to verify every field filled in the application. The name of the candidate or his/her father/husband etc. should be spelt correctly in the application as it appears in the

certificates/mark sheets. Any change/alteration found may disqualify the candidature. In case the candidate is unable to fill in the application form in one go, he/ she can save the data already entered. When the data is saved, a provisional registration number and password will be generated by the system and displayed on the screen. Candidate should note down the Provisional registration number and password. An Email & SMS indicating the Provisional Registration number and Password will also be sent. They can reopen the saved data using Provisional registration number and password and edit the particulars, if needed. This facility will be available for three times only. Once the application is filled in completely, candidate should submit the data.

iii. The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.

iv. The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets by providing information as asked on the screen.

v. After Final Submit, an additional page of the application form is displayed wherein candidates may follow the instructions and fill in the requisite details.

vi. If the online transaction has not been successfully completed, then candidates are advised to login again with their provisional registration number and password and pay the Application Fees/ Intimation Charges online.

vii. On successful completion of the transaction, an e-receipt will be generated.

viii. Candidates are required to take a printout of the e-receipt and online application form for their record for future reference. Please note that if the same cannot be generated, online transaction may not have been successful.

Note:

- After submitting your payment information in the online application form, please wait for the intimation from the server, DO NOT press "Back" or "Refresh" button in order to avoid double charge.

- For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.

- To ensure the security of your data, please close the browser window once your transaction is completed.

After completing the procedure of applying on-line including payment of fees / intimation charges, the candidate should take a printout of the system generated on-line application

form for their record and future reference . Candidates are also required to retain the Registration Number and Password for future reference.

13. General Instructions:

a. **Candidates with B.E./B.Tech or any other higher qualifications are not eligible for the above mentioned post.** Candidates with such higher qualification should keep in their mind that their candidature will summarily be cancelled at any time of recruitment or even after appointment in CMRL, if they are found to have suppressed the information of having possessed B.E./B.Tech at the time of filling up the vacancy.

b. All vacancies are provisional and indicative only, the same is subject to increase / decrease.

d. The list of candidates to appear for online test / Psychometric Test and firm dates of online examination, result of online examination and all recruitment related information shall be published only on Web site: http://chennaimetrorail.org and candidates should regularly browse the CMRL website for any updates regarding recruitment notification.

e. The diploma certificate issued by Ministry of defence which is equivalent to civil diploma certification should be referred while applying online for Ex-servicemen, if they have completed the same while in service.

f. **Age and Qualification stipulated above should be as on 01-08-2016.** The candidates are advised to ensure while applying that they fulfill the eligibility criteria and other requirements mentioned and that the particulars furnished by them are correct in all respects. In case it is detected at any stage of recruitment process that the candidate does not fulfill the eligibility criteria and / or does not comply with other requirements of this advertisement and / or he / she has furnished any incorrect or false information or has suppressed any material fact, his / her candidature is liable to be rejected. If any of the above short coming(s) is / are detected even after appointment of his / her services will be terminated without any notice. The definition of Ex-Servicemen as defined by Government norms will be followed.

g. Minimum age to apply for the mentioned post is 18 years as on date of 01.08.2016.

h. The mentioned post is on regular basis and confirmation will be based on performance on completion of two year probation period.

i. Merely meeting the above qualifications shall not entitle a candidate to be called for selection process. Only short-listed candidates will be notified. CMRL reserves the right to shortlist the candidates.

j. No **TA/DA** will be paid by CMRL to the candidates for attending the Online Test.

k. Candidates attempting to influence or interfere with the selection process will be rejected summarily and be declared disqualified for future CMRL recruitments.

l. Reservation of posts for General, BC, BC Muslims, MBC/DC, SC&ST will be as per the

policy of the Government of Tamil Nadu.

m. Candidates employed in Govt. Dept./ PSU/ Autonomous Body must produce a proper relieving order from the present employer at the time of joining.

n. Admission for online test will be purely provisional subject to satisfying prescribed CMRL eligibility standards.

o. CMRL reserves the right to reject the candidature of any applicant at any stage in the process of recruitment if any irregularity/discrepancy is noticed in the application.

p. Wherever CGPA/OGPA or Letter Grade is awarded in the Diploma, its equivalent percentage of marks and class/division must be indicated in the application form as per the norms adopted by the University/Institute.

q. Only the specialization stipulated vide said notification will be considered. No specialization other than the stated will be considered.

14. How to apply:

a. Candidates applying for the position in "Chennai Metro Rail Ltd (CMRL)" are required to apply only through the CMRL website: http://chennaimetrorail.org. No other Means/Mode of application will be accepted.

b. Before the final submission of the Online Application, the candidates should have scanned their recent (a) Photograph & (b) Signature in CD/DVD/Pen drive as per their convenience. These documents will be required for uploading and final submission of Online Application.

c. A valid E-mail and Mobile Number is mandatory for the submission of Online Application. This E-Mail and Mobile number should be kept active till the declaration of results. CMRL will send important information with regard to application and examination on this registered E-Mail/Mobile number.

d. Please note that after the final submission of all the particulars mentioned in the online application including Name of the Candidate, Position Applied, Category, Date of Birth, Address, Email ID etc. will be considered as Final and NO further modifications will be allowed/entertained.

e. CMRL reserves the right to either conduct the online examination in single shift or in multiple shifts.

f. After the final submission of the online application, candidate will not be able to edit/delete any fields of the Online Application. Candidates are hence requested to fill in the online application form with the utmost care as no correspondence regarding change of details will be entertained at later stage.

15. Important Steps To Be Followed To Fill The Online Application Form:

a. Step1: Candidates are first required to go to the CMRL website: http:// chennaimetrorail.org and click on the link “Career” and click the icon “APPLY ONLINE”.

b. Step 2: You will be directed to the Main Page of "CMRL – Online Application”. Make a note of Important Dates.

c. Step 3 : Click on “Apply Online” and fill your (a) Personal Details (b) Position applied for (c) Qualification Details, and (d) Upload Scanned Image of Photo & Signature (e) Declarations. Notes, Instructions and Important Links will guide you to fill the application accurately. Please read them carefully.

d. Step 4: On successful submission of the above details as listed in Step 3, you will be able to view the complete application submitted by you including your Photo/Signature along with the message of Successful submission. Please take a print out of this application form which will have Unique application number printed on it. Post registration of application form, the applicant will receive CMRL ID and Password through an automated E-Mail on your registered e-mail address and/or SMS on your registered Mobile Number. On the Main page "CMRL – Online Application”, using this CMRL ID and Password, you can View/Print your submitted application form. No changes can be made to the application form post submission of application form.

e. Step 5 : After successful completion of online application form ,the candidates should take a print out of the duly filled application for their record and future reference.

Note CMRL will not accept any Hard copy of the application form for the said Post. Hence all candidates are requested to apply online mode only.

16. Points for attention:

a. Please fill your application with utmost care.

b. Take care to upload the right documents for your photograph & signature. Only latest photograph of the applicant to be uploaded.

c. If you upload wrong documents or wrongly upload documents in wrong place, Ex : Photo instead of signature or vice versa, then you will have to re-apply your online application again.

d. The candidates should make payment as per the instruction stipulated at Para(12) above.

e. On the main page of “"CMRL – Online Application” make a note of important dates. In order to avoid last minute rush, the candidates are advised to apply early enough. CMRL will not be responsible for network problems or any other problem of this nature in submission of online application during last days.

f. Candidates should keep in reserve sufficient number of same Photograph which they are using in the application form for future use.

g. Court of jurisdiction for any dispute will be at Chennai.

h. CMRL reserves the right to fix the minimum standard/qualifying marks for each component of selection for the post.

i. CMRL shall not be responsible for any postal delay/ loss in transit. No request in this regard will be entertained.

j. Candidates must remain in constant touch with CMRL's website for information regarding dates of Online Test, result of Online Test, schedule of Psychometric Test and Medical test etc. The eligible candidates, whose applications are available on the Master list & do not receive the admit card for online test in time, may check the status of their application and also download the admit card through CMRL website as per the schedule & instructions notified on CMRL website in advance.

k. CMRL is not responsible for any printing error that might have inadvertently crept in.

l. Canvassing in any form will disqualify the candidate.

m. Bringing mobile phone/Communication device or indulging in any other form of malpractice in the online test Hall will be deemed GUILTY OF MISCONDUCT & suitable actions including immediate expulsion of candidate from the online test hall will be taken. Online test halls may be placed under camera surveillance.

p. **Mock test will be available in the CMRL website for familiarization.**

The mock test should not be construed as an indicator for the level and area of knowledge for the questions to be administered in the online test. Candidates shall use the mock test to familiarize themselves with the use of mouse and mode of answering an online test.

N.B.: Candidates should refer to advertisement given in the CMRL's website only for the purpose of applying for the jobs. CMRL has not authorized any other agency/vendor to publish the instant advertisement and application form. In case of any discrepancy in advertisements published in various newspapers/Employment News etc, the contents as put on CMRL's website i.e. http://chennaimetrorail.org, will prevail.

17. Schedule of Advertisement:

ON-LINE REGISTRATION WILL START (**http://chennaimetrorail.org/**), **careers Link.** **Note:** The online application form will be available in CMRL website mentioned above under career link**.**	**24-08-2016, 10:00 hrs onwards.**
LAST DATE FOR REGISTRATION OF ON-LINE APPLICATION	**23-09-2016 at 23.59 hrs.**

DATE OF EXAMINATION	**Will be updated in CMRL Website.**

18. Telephonic queries will be attended on all working days between 9:30 a.m to 6.00 p.m.

19. Email queries may be addressed to hrd.cmrl@tn.gov.in .

20. No Hard Copy of the application for the said post will be accepted by CMRL.

General Manager(HR)

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