

## ANNEXURE – 1

### PROFORMA FOR SUBMISSION OF APPLICATION OF DIRECTOR (SYSTEM, ELECTRICAL & ROLLING STOCK) Gujarat Metro Rail Corporation Ltd.

Recent Passport  
size Photo with  
White Background

POST APPLIED FOR <i>(Contractual/ Deputation)</i>			
FULL NAME <i>(AS APPEARING IN CLASS 10<sup>TH</sup> PASS CERTIFICATE)</i>			
DOB (DD/MM/YYYY)		AGE in years (as on Advt. date)	
GENDER		MOTHER TONGUE	
CATEGORY			
NATIONALITY		RELIGION	
MOBILE NO.		EMAIL ID	
HOMETOWN & HOMESTATE			
FATHER'S NAME & OCCUPATION <i>(If salaried, name of organization)</i>			
MOTHER'S NAME & OCCUPATION <i>(If salaried, name of organization)</i>			
MARITAL STATUS			
SPOUSE'S NAME & OCCUPATION <i>(if applicable) (If salaried, name of organization)</i>			
PERMANENT ADDRESS			
ADDRESS FOR COMMUNICATION <i>(CURRENT ADDRESS)</i>			
ALTERNATE CONTACT NUMBER	LANDLINE:	ALTERNATE MOBILE No.:	
ALTERNATE EMAIL ID:			

**DETAILED INFORMATION**

EDUCATION QUALIFICATIONS				
Name of Degree/ DISCIPLINE/ STREAM	MAJOR SUBJECTS/ STREAM	YEAR OF PASSING	INSTITUTE/ UNIVERSITY	% OF MARKS SCORED
Class X				
Class XII				
Diploma in Engg. <i>(if applicable)</i>				
B. TECH/ B.E./ B.SC (Graduation) <i>(if applicable)</i>				
Post- Graduation <i>(if applicable)</i>				
Any Other Degree/ Diploma/Relevant Certification				

<b>PRESENT PAY LEVEL BASIC PAY /GROSS PAY/ CTC FOR PSU /GOVT. /PRIVATE</b>	PAY LEVEL : _____ BASIC PAY : _____ GROSS PAY: _____ CTC (For Pvt. Organization) : _____ <i>(if applicable)</i>
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<b>TOTAL YEARS OF GROUP A/ EXECUTIVE EXPERIENCE (IN YEARS AND MONTHS):</b>	_____ YEARS _____ MONTHS		
Sr. No.	Name of the Company and Position <i>(In reverse chronological Order)</i>	From <i>(dd/mm/yyyy)</i>	To <i>(dd/mm/yyyy)</i>

**For Government/PSU Employees:**  
 Have you applied for/submitted a No Objection Certificate (NOC) from your current organisation? **YES/NO**  
*(If YES, please attach the details.)*

Provide your APAR (Annual Performance Appraisal Report) ratings for the last 5 years:  
 1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_ 4. \_\_\_\_\_ 5. \_\_\_\_\_

**Kindly Furnish Detail of Working Experience of Each Organization in the below table**

<b>1. Name and Address of (Current) Organization:</b>				<b>Industry Type/ Sector:</b>			
<b>Contact No of employer:</b>				<b>Email ID of employer:</b>			
<b>Career Path - Detail of Position/Designation Held (In reverse chronological Order)</b>	<b>Grade/paylevel &amp; Pay scale (Govt./PSU)</b>	<b>From (dd/mm/yyyy)</b>	<b>To (dd/mm/yyyy)</b>	<b>Place of Posting</b>	<b>Basic Pay/ Gross</b>	<b>CTC (if applicable)</b>	
1							
2							
3							
<b>Roles and Responsibilities during the above-mentioned period:-</b>							

<b>2. Name and Address of (Previous) Organization:</b>				<b>Industry Type/ Sector:</b>			
<b>Contact No of employer:</b>				<b>Email ID of employer:</b>			
<b>Career Path - Detail of Position/Designation Held (In reverse chronological Order)</b>	<b>Grade/paylevel &amp; Pay scale (Govt./PSU)</b>	<b>From (dd/mm/yyyy)</b>	<b>To (dd/mm/yyyy)</b>	<b>Place of Posting</b>	<b>Basic Pay/ Gross</b>	<b>CTC (if applicable)</b>	
1							
2							
3							
<b>Roles and Responsibilities during the above-mentioned period: -</b>							

<b>3. Name and Address of (Previous) Organization:</b>				<b>Industry Type/ Sector:</b>			
<b>Contact No of employer:</b>				<b>Email ID of employer:</b>			
<b>Career Path - Detail of Position/Designation Held (In reverse chronological Order)</b>	<b>Grade/paylevel &amp; Pay scale (Govt./PSU)</b>	<b>From (dd/mm/yyyy)</b>	<b>To (dd/mm/yyyy)</b>	<b>Place of Posting</b>	<b>Basic pay/ Gross</b>	<b>CTC (if applicable)</b>	
1							
2							
3							
<b>Roles and Responsibilities during the above-mentioned period: -</b>							

<b>4. Name and Address of (Previous) Organization:</b>				<b>Industry Type/ Sector:</b>			
<b>Contact No of employer:</b>				<b>Email ID of employer:</b>			
<b>Career Path - Detail of Position/Designation Held (In reverse chronological Order)</b>	<b>Grade/paylevel &amp; Pay scale (Govt./PSU)</b>	<b>From (dd/mm/yyyy)</b>	<b>To (dd/mm/yyyy)</b>	<b>Place of Posting</b>	<b>Basic Pay/Gross</b>	<b>CTC (if applicable)</b>	
1							
2							
3							
<b>Roles and Responsibilities during the above-mentioned period: -</b>							

**CANDIDATES CAN INSERT ADDITIONAL SHEET AS PER FORMAT IF REQUIRED**



Sr. No.	Particulars	Advertised Criteria	Details of candidate (to be filled by Candidate)	Whether meeting the criteria (Yes/No)	Remarks
1	Education Details	Graduate having bachelor's Degree in Engineering (Electrical / Mechanical / Electronics & Communication) from a University or institute recognized by the Govt. of India or a State Government.			
2.	Age Criteria	Min – 45 years Max- 57 years			
3	Experience Details	A proven track record of Twenty Five (25) years of Group 'A' / Executive Service in Railways or equivalent, including Railway PSUs/ Metro Rail Corporations/PSUs/Metro Rail or MRTS private organisations			
4	Essential requirement of prospective candidate	5 years experience out of the Twenty Five (25) years mentioned above in Metro Rail / Rolling Stock /Railway Electrification / Traction / E&M / Signaling & Telecommunications. Candidate should have experience and knowledge of coordinating and interfacing in related disciplines such as track laying works, Signaling, electrification, Traction, Telecommunication and Rolling Stock, Operation & Maintenance etc.			
		Should have extensive experience in various phases of MRTS project i.e. planning, tender document preparation, bidding, execution, commissioning.			
		To be well versed with Safety aspects relating to Metro Rail /Railway Construction and Operations.			
5	For candidates working in pvt. organisation	Candidates who have worked in equivalent senior positions, in a similar domain or work, in private Metro Rail companies in India or abroad, may also be considered.			

**Note:**

**(a)Candidates presently employed in the Government organisations, or, Public Sector Undertakings (PSUs) should forward their applications through proper channel along with their ACRs/APARs of the last five years, so as to reach the mentioned address, by the stipulated date.**

**(b)The Disciplinary and Vigilance Clearance of the candidates certified by the Present Employer, should also be enclosed.**

## DECLARATION

I ..... Son/Daughter of ..... hereby certify that I have not been disqualified to act as a Director under the provisions of the Companies Act, 2013. I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude or economic offence. I shall furnish the details of Directors Identification Number (DIN), if any or obtain the same prior to my appointment as Director of GMRCL.

I certify that the details as provided and furnished by me in the given application are true and I am an eligible candidate for consideration.

I further submit my willingness to join the post, if selected. In case , if I give my unwillingness after the interview is held, but before the appointment is processed or after issue of offer of appointment, I may be debarred for a period of 3 years for being considered for a Board level post in GMRCL.

**Date:**

**Place:**

**(Name and Signature of the applicant)**

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**(To be filled by the Ministry / Department / PSU/ Company concerned)**

It is certified that the particulars furnished above have been scrutinized and found to be correct, as per official records.

**Signature & Designation of the Competent Forwarding**

**Authority with Telephone No. & Office Seal**

**Note:** Applications should be sent in the format at Annexure – 1 along with scanned copies of relevant educational Qualifications, Scanned Copies of relevant experience/ service certificates, Scanned copy of latest CV, last 3 months payslip & testimonials through email only on [career@gujaratmetrorail.com](mailto:career@gujaratmetrorail.com), with the title “Application for the Post of DIRECTOR (SYSTEMS, ELECTRICAL & ROLLING STOCK”.