



HARYANA MASS RAPID TRANSPORT CORPORATION LIMITED (HMRTC)
Regd. office: C-3, HSVP Complex, Sector 6, Panchkula
www.hmrtc.org.in



Job Opportunity

Haryana Mass Rapid Transport Corporation Limited (HMRTC) is a wholly owned company of Government of Haryana incorporated to implement the Mass Rapid Transport Projects in Haryana. HMRTC invites applications for the various posts in its Panchkula and Gurugram office purely on contract basis for a period of one year. Interested applicants may visit our website- www.hmrtc.org.in for further details and may submit their applications along with photocopies of supporting documents physically or by post on the following address:

HARYANA MASS RAPID TRANSPORT CORPORATION LIMITED
Regd. office: C-3, HSVP Complex,
Sector 6, Panchkula-134109

The last date and time for submission of applications is **04.04.2022 by 03:00 PM**. Application received after the closing date and time shall not be considered and shall be rejected straight away.

(Ajit Balalji Joshi, IAS)
Managing Director,
Haryana Mass Rapid Transport Corporation Ltd.

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Haryana Mass Rapid Transport Corporation Limited (HMRTC) is a wholly owned company of Government of Haryana incorporated to implement the Mass Rapid Transport Projects in Haryana. HMRTC invites applications (**format of application is at Annexure-I**) for following posts purely on contract basis for a period of one year:-

1. Name of the post- Transport Planner		
Number of Post-1		
i.	Qualification	Post-Graduate degree in urban planning with transport planning as the major from recognized university in India or abroad
ii.	Experience	10 years and above experience in transport planning and having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years
2. Name of the post- Information Technology Advisor		
Number of Post-1		
i.	Qualifications	Post-Graduate degree in engineering with specialization in Computer Sciences or I.T from any university or institute of India or abroad
ii.	Experience	10 years and above experience in design and development of I.T Systems and having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. a) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years
3. Name of the post- Engineering consultant-cum-Infrastructure Engineering		
Number of Post-1		
i.	Qualifications	Post-Graduate degree in civil engineering from any university or institute of India or abroad
ii.	Experience	10 years and above experience in construction of elevated

		viaducts/ bridges etc. of Metro/Railway Projects and having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. a) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years
4. Name of the post- Financial and Investment Advisor Number of Post-1		
i.	Qualifications	Post Graduate degree/ diploma in management with specialization in finance from any university or institute of India or abroad
ii.	Experience	10 years and above experience in financial and investment management having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. b) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years
5. Name of the post- TOD & TDR Expert-cum- Public Transportation Expert Number of Post-1		
i.	Qualifications	Post-Graduate degree in town planning or engineering from any university or institute of India or abroad
ii.	Experience	10 years and above experience in public transportation having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years
6. Name of the post- Multi Modal Expert-cum- Public Transportation Expert Number of Post-1		

i.	Qualifications	Post-Graduate degree in urban planning with transport Planning as the major from recognized university in India or abroad
ii.	Experience	10 years and above experience in public transportation having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years

**7. Name of the post- Public Private Partnership consultant-cum- Public Transportation Expert
Number of Post-1**

i.	Qualifications	Post-Graduate degree in town planning or engineering from any university or institute of India or abroad.
ii.	Experience	10 years and above experience in public transportation having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years

**8. Name of the post- Chief Project Manager/Civil
Number of Post-1**

i.	Qualifications	Post Graduate degree in civil engineering from any university or institute of India or abroad.
ii.	Experience	10 years and above experience in public transportation, out of which 5 years experience in construction of elevated viaduct/bridges etc of Metro/Railway Projects and having worked at senior level positions in government organizations dealing with public transportation projects or large corporations dealing with public transportation matters
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 1,20,000/- (Rupees One lakh twenty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable

		and there shall be no annual increment
iv.	Maximum Age Limit	58 years
9. Name of the post- Deputy General Manager /Civil Number of Post-1		
i.	Qualifications	Graduate degree in civil engineering from any university or institute of India or abroad with minimum 60% marks
ii.	Experience	Experience of five years, out of which 4 years experience in construction of elevated viaducts/bridges etc of metro infrastructure projects
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 60,000/- (Rupees Sixty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	50 years
10.Name of the post- Deputy General Manager /Rolling Stock Number of Post-1		
i.	Qualifications	Graduate degree in Electrical engineering from any university or institute of India or abroad with minimum 60% marks
ii.	Experience	Experience of five years, out of which 4 years experience in maintenance of rolling stock of metro trains/procurement and commissioning of rolling stock
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 60,000/- (Rupees Sixty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	50 years
11.Name of the post- Deputy General Manager / Electrical Number of Post-1		
i.	Qualifications	Graduate degree in Electrical engineering from any university or institute of India or abroad with minimum 60% marks
ii.	Experience	Experience of five years, out of which 4 years experience in implementation/ maintenance of metro rail projects
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 60,000/- (Rupees Sixty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment

iv.	Maximum Age Limit	50 years
12.Name of the post- Deputy General Manager /Signalling & Telecom Number of Post-1		
i.	Qualifications	Graduate degree in civil Electronics & Communication from any university or institute of India or abroad with minimum 60% marks
ii.	Experience	Experience of five years, out of which 4 years experience in implementation/ maintenance of metro rail projects
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 60,000/- (Rupees Sixty thousand) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	50 years
13.Name of the post- Assistant Manager/Civil Number of Post-1		
i.	Qualifications	<ul style="list-style-type: none"> • Graduate in Civil engineering or equivalent from recognized institution with minimum 60% marks. • Functional knowledge of common word processing, spreadsheet software applications • Knowledge of Hindi upto Matric standard.
ii.	Experience	Experience of minimum 5 years in construction of elevated viaduct/bridges etc. of Metro/Railway Projects
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 47,899/- (Rupees Forty seven thousand eight hundred and ninety nine) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	40 years
14.Name of the post- Office Superintendent Number of Post-1		
i.	Qualifications	<ul style="list-style-type: none"> • Graduate from a recognized university with minimum 60% marks. • Functional knowledge of common word processing, spreadsheet software applications • Speed of 30 words per minute in English typing or speed of 25 words of Hindi typing; • Knowledge of Hindi upto Matric standard. • Knowledge of Manual of Office Procedure • Ability to analyse proposals, draft notes and letters, file management, records management and official communications

ii.	Experience	Experience of minimum 15 years
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 28,884/- (Rupees Twenty Eight thousand eight hundred and eighty four) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	62 years

**15. Name of the post- Office Assistant
Number of Post-1**

i.	Qualifications	<ul style="list-style-type: none"> • Graduation with minimum 60% marks • Knowledge of Hindi upto Matric standard. • Speed of 30 words per minute in English typing or speed of 25 words of Hindi typing;
ii.	Experience	Experience of minimum 3 years
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 22,275/- (Rupees Twenty two thousand two hundred and seventy five) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	42 years

**16. Name of the post- Data Entry Operator/Steno Typist
Number of Post-5**

i.	Qualifications	<ul style="list-style-type: none"> • Graduate from a recognized university with minimum 60% marks. • English Shorthand speed of 100 words per minute and to transcription of 15 words per minute. Mistakes upto 4% are allowed; OR Hindi Shorthand speed of 80 words per minute and transcription of 15 words per minute. Mistakes upto 4% are allowed; • Functional knowledge of common word processing, spreadsheet software applications • Speed of 30 words per minute in English typing or speed of 25 words in Hindi typing; • Knowledge of Hindi upto Matric standard.
ii.	Experience	Experience of minimum 3 years
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 22,281/- (Rupees Twenty two thousand two hundred and eighty one) only per month. b) Monthly remuneration indicated above is inclusive of income tax

		and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	42 years
17.Name of the post-Peons Number of Post-5		
i.	Qualifications	<ul style="list-style-type: none"> • Middle Pass • Knowledge in Hindi
ii.	Experience	Experience of minimum 3 years
iii.	Emoluments	a) Consolidated monthly remuneration shall be Rs. 16,160/- (Rupees sixteen thousand one hundred and sixty) only per month. b) Monthly remuneration indicated above is inclusive of income tax and any other statutory benefits payable by the candidate. c) No special pay, compensatory allowance, Dearness Allowance, house rent allowance or any other allowance shall be payable and there shall be no annual increment
iv.	Maximum Age Limit	42 years

- Age and experience will be counted on the date of notification closing date.
- Interested applicants may submit their applications in the prescribed format along with the self attested photocopies of supporting documents physically or by post on the following address:

HARYANA MASS RAPID TRANSPORT CORPORATION LIMITED
Regd. office: C-3, HSVP Complex,
Sector 6, Panchkula-134109

- Applications should be submitted/ received on or before **04.04.2022 by 03:00 PM.**
- Applied post should be clearly mentioned on the cover of application.
- Application not conforming to the format (including annexures) given in the website will not be accepted.
- Application not conforming to the minimum experience criteria of relevant post will not be accepted.
- One person will apply for one post only.
- The applications so received shall be scrutinized by the committees constituted for the purpose. Only the short listed applicants shall be called for interview.
- Proposed marks and the criteria for evaluation of applicants for the posts no. 1 to 13 shall be as under:

S. no.	Criteria	Total marks assigned
1.	Educational Qualification	15
2.	Experience	25
3.	Interview	10
Total		50

The distribution of marks criteria is at **Annexure-II**

- Proposed marks and the criteria for evaluation of applicants for the posts no. 14 to 17 shall be as under:

S. no.	Criteria	Total marks assigned
1.	Educational Qualification	25
2.	Experience	15
3.	Interview	10
Total		50

The distribution of marks criteria is at **Annexure-III**

- The date and time of the interview shall be conveyed separately to the short listed applicants through e-mail only. No communication shall be made to the applicants who are not short listed and no such e-mail seeking reasons for not short listing a particular applicant, marks obtained etc shall be entertained from such applicants.
- The applicants shall be required to attend the interview along with **two signed copies of applications, two photographs and all the original documents attached with the application.**
- The last date and time for submission of applications is **04.04.2022 by 03:00 PM.** Applications received after the closing date and time shall not be considered and shall be rejected straight away.

(Ajit Balalji Joshi, IAS)
Managing Director,
Haryana Mass Rapid Transport Corporation Ltd.

Application for the post of _____

Format of Application

A. Personal Information:

- i. Name :
- ii. Father Name :
- iii. Mother Name :
- iv. Date of Birth :
- v. (Proof to be attached)
- vi. Age as on 01.04.2022 : (YY/MM/DD)
- vii. Gender :
- viii. Nationality :
- ix. Permanent address :
(Complete address with PIN)
- x. Mobile No. :
- xi. E-mail address :
- xii. Adhaar card no. :
(Photocopy to be attached)

Photograph
(Self
attested)

B. Educational qualifications :

(Self attested certificates to be attached in support of educational qualification)

Sr. No.	Class/standard	% of marks obtained	Name of the institute awarding certificate
1.	10 th		
2.	12 th		
3.	Graduation		
4.	Post-Graduation		
5.	Any other qualification		

C. Experience:

(Self attested certificates to be attached in support of experience)

Sr. No.	Name & complete address of the organization	Duration of service	Position held	Job profile	Emoluments Drawn
1.					
2.					
3.					

D. Any other relevant details:

Date : _____

(Signature)

Place: _____

Verification:

I, _____ do hereby certify that all the information given above are true and correct to the best of my knowledge and belief and nothing has been concealed therein.

Date: _____

(Signature)

Place: _____

Annexure-II

i. Distribution of Marks for Educational Qualifications (Total marks-15)

Class	Percentage of marks obtained in educational qualification				
	Criteria	>80%	70-80	60-70	<60
10 th	Marks allotted	3	2	1	0
12 th	Marks allotted	3	2	1	0
Graduation	Marks allotted	3	2	1	0
Post graduation	Marks allotted	3	2	1	0
Any other higher qualification	Marks allotted	3	2	1	0

ii. Distribution of Marks for experience (Total marks-25)

(for those having minimum 10 years of experience)

Experience in related field	Marks allotted
10-15 years	15
15-20 years	20
>20 years	25

(for those having minimum 5 years of experience)

Experience in related field	Marks allotted
5-7.5 years	15
7.5-10 years	20
>10 years	25

Annexure-III**i. Distribution of Marks for Educational Qualifications (Total marks-25)**

Class	Percentage of marks obtained in educational qualification					
	Criteria	>80%	70-80	60-70	50-60	<50
10 th	Marks allotted	5	4	3	2	0
12 th	Marks allotted	5	4	3	2	0
Graduation	Marks allotted	5	4	3	2	0
Post graduation	Marks allotted	5	4	3	2	0
Any other higher qualification	Marks allotted	5	4	3	2	0

ii. Distribution of Marks for experience (Total marks-15)**(for those having minimum 15 years of experience)**

Experience in related field	Marks allotted
15 years	7.5
15-17.5 years	10
>17.5 years	15

(for those having minimum 3 years of experience)

Experience in related field	Marks allotted
3-5 years	7.5
5-7.5 years	10
>7.5 years	15