



**दिल्ली मेट्रो रेल कॉर्पोरेशन लि०**  
**DELHI METRO RAIL CORPORATION LTD.**  
(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

**ADVT. No. DMRC/PERS/22/HR/2025/193**

**ANNEXURE I**

**DMRC APPLICATION FORMAT**

**AFFIX A  
RECENT  
PASSPORT SIZE  
SELF  
ATTESTED  
PHOTOGRAPH**

(TO BE FILLED IN CAPITAL LETTERS BY THE APPLICANT )

S. No.	DETAILS	PARTICULARS					
		YEARS	MONTHS	DAYS			
1 A	POST NAME	Junior Engineer/ Civil					
B	POST CODE	01/JE /C					
2	APPLICANT'S NAME (Sh./Smt./Ms.)						
3	FATHER'S / HUSBAND'S NAME (Sh.)						
4	DATE OF BIRTH (dd/mm/yyyy)						
5	AGE as on (01/03/2025)						
6	CORRESPONDENCE ADDRESS						
		STATE:	PINCODE:				
7	CONTACT NUMBER WITH STD CODE						
8	MOBILE NUMBER						
9	EMAIL ID						
10	CATEGORY (SC/ST/OBC/GENERAL)						
11	DATE OF SUPERANNUATION, IF APPLICABLE						
12	EDUCATIONAL QUALIFICATION						
	Qualification	Particulars	Please mentioned the course is (Part Time/ Full Time)	Subjects	Institute / University	% or CGPA	Passing Year
A							
B							
C							

13					WORK EXPERIENCE DETAILS (AS ON 01/03/2025) (FILL ONLY THE APPLICABLE COLUMN)		
I	TOTAL WORK EXPERIENCE			YEARS	MONTHS	DAYS	
A	CURRENT ORGANIZATION						
B	LAST ORGANIZATION (if applicable)						
II							
FOR APPLICANT FROM the Railways/ Govt. organizations/PSUs/ Metro Organization in CDA/ IDA SCALE (Complete details of service / position held since joining) (separate sheet may be attached)							
	Post Held	Organization Name with place of posting	Pay Scale (CDA/IDA) Mention the substantive Pay Scale with GP as applicable (MACP not to be mentioned)	Period (From – To) dd/mm/yy – dd/mm/yy			
A							
B							
C							
D							
III							
ESSENTIAL WORK EXPERIENCE							
A	HAVING EXPERIENCE OF CONSTRUCCION/ CIVIL WORKS IN CIVIL ENGINEERING DEPARTMENT IN GOVT. ORGANIZATION/ RAILWAYS/ PSUs/ METRO, AS DESIRED IN THE ADVERTISEMENT			YES / NO			
B	WORKING IN / RETIRED FROM CDA / IDA PAY SCALE FROM GOVT.ORGANIZATION/ RAILWAYS/ PSUs/ METRO, AS MENTIONED AT POINT No. 2.1 OF THE ADVT. (whichever is applicable)			YES / NO			
C	HAVING A MINIMUM OF 05 (FIVE) YEARS OF EXPERIENCE/ SERVICE AT SUPERVISORY LEVEL IN RELEVANT FIELD IN ANY GOVT.ORGANIZATION/ RAILWAYS/PSUs/ METRO			YES / NO			
IV							
BREIF DESCRIPTION OF THE WORK EXPERIENCE							
14	WHETHER ANY CONVICTION (by court of Law) / PUNISHMENT/PENALTY (due to disciplinary action by employer) WAS AWARDED TO THE APPLICANT IN THE LAST 10 YEARS			YES / NO			
	IF YES, DETAILS THEREOF			Separate sheet may be enclosed			

15	WHETHER ANY CASE IS PENDING IN THE COURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST THE APPLICANT	YES / NO
	IF YES, DETAILS THEREOF	Separate sheet may be enclosed
16	NOC FROM THE CURRENT EMPLOYER ENCLOSED	YES / NO
17	VIGILANCE AND D&AR STATUS FROM THE CURRENT EMPLOYER ENCLOSED	YES / NO
18	COPIES OF THE ANNUAL PERFORMANCE APPRAISAL REPORT OF THE LAST 5 YEARS ENCLOSED	YES / NO
19	WHETHER APPEARED FOR INTERVIEW IN DMRC IN THE PAST (IF YES, DETAILS THEREOF)	
20	ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/CERTIFICATE, etc..)	
21	HOBBIES / INTERESTS	

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled, if any information is found to be incorrect, or, false at any point in time.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

Signature of candidate

Name: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email ID: \_\_\_\_\_

**Documents to be enclosed (whichever applicable)**

1. Educational Certificates (Matriculation/ Graduation/Post Graduation & Others)
2. Work Experience Certificate/ Service certificate
3. Last promotion order in support of substantive grade in CDA pay scale
4. Copy of PPO
5. NOC from present Employer, if presently working in Govt./ PSUs/ Metro organization
6. D&AR and Vigilance clearance in attached proforma at Annexure-II
7. APARs of the Last 5 years

**PARTICULARS OF THE OFFICIAL/EXECUTIVE FOR WHOM VIGILANCE COMMENTS/ CLEARANCE  
BEING SOUGHT**

(To be furnished and signed by the CVO or HOD)

1. Name of Official (in full) : \_\_\_\_\_
2. Father's Name : \_\_\_\_\_
3. Date of Birth : \_\_\_\_\_
4. Date of Retirement : \_\_\_\_\_
5. Date of Entry into service : \_\_\_\_\_
6. Service to which the official : \_\_\_\_\_

Belongs including batch/year cadre-  
etc wherever applicable.

7. Positions held :  
(During the ten preceding years)

S. No	Organization (Name in Full)	Designation & place of posting	Administrative/Nodal Ministry/Deptt. Concerned (in case of officers of PSUs etc.,)	From	To
1.					
2.					
3.					
4.					
5.					
6.					

Date:

(SIGNATURE)

Name : \_\_\_\_\_  
Designation : \_\_\_\_\_

**VIGILANCE PROFILE OF THE OFFICIAL/EXECUTIVE FOR WHOM VIGILANCE  
COMMENTS/CLEARANCE BEING SOUGHT**

(To be furnished and signed by the CVO or HoD)

Name of the Official: \_\_\_\_\_

8.	Whether the Official has been placed on the "Agreed List" or "List of Officers of Doubtful Integrity" (If yes, details to be given)	
9.	Whether any allegation of misconduct involving vigilance angle was examined against the officer during the last 10 years and if so, with what result	
10.	Whether any punishment was awarded to the officer during the last 10 years and if so, the date of imposition and details of the penalty	
11.	Is any disciplinary/ criminal proceedings or charge sheet pending against the officer, as on date	
12.	Is any action contemplated against the officer as on date( If so, details to be furnished)	
13.	Whether any complaint with vigilance angle is pending against the officer (If so, details to be furnished)	

**Date:**

**(SIGNATURE)**

**Name : \_\_\_\_\_**

**Designation : \_\_\_\_\_**