



# 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/2026/228

## ANNEXURE-I

### DMRC APPLICATION FORMAT

(TO BE FILLED IN CAPITAL LETTERS)

AFFIX A  
RECENT  
PASSPORT  
SIZE SELF  
ATTESTED  
PHOTOGRAPH

S.No.	DETAILS	PARTICULARS				
		YEARS	MONTHS	DAYS		
1A	POST NAME					
1 B	POST CODE					
1 C	BASIS OF APPLICATION (Please tick one option)	Deputation <input type="checkbox"/>	Post Retirement Contractual Engagement <input type="checkbox"/>			
2	APPLICANT'S NAME(Sh./Smt./Ms.)					
3	FATHER'S/HUSBAND'S NAME(Sh.)					
4	DATE OF BIRTH (dd/mm/yyyy)					
5	SERVICE					
6	DEPARTMENT					
7	AGE as on (01/05/2026)  (Max. 55 years) - For Deputation (Min. 55 years-Max. 62 years)- PRCE					
8	CORRESPONDENCE ADDRESS					
		STATE:	PINCODE:			
9	CONTACT NUMBER WITH STD CODE					
10	MOBILE NUMBER					
11	E-MAIL ID					
12	CATEGORY (SC/ST/OBC/GENERAL)					
13	DATE OF SUPERANNUATION					
14	EDUCATIONAL QUALIFICATIONS					
	Qualification	Particulars (Name of degree)/Please Mention (Part Time/Full Time)	Subjects	Institute /University	% or CGPA	Passing year
A	GRADUATION					
B	POST GRADUATION					
C	OTHERS					

<b>15</b>	<b>WORK EXPERIENCE DETAILS (AS ON 01/05/2026) (FILL ONLY THE APPLICABLE COLUMN)</b>			
<b>I</b>	<b>TOTAL WORK EXPERIENCE</b>	<b>YEARS</b>	<b>MONTHS</b>	<b>DAYS</b>
A				
B	CURRENT ORGANIZATION			
C	LAST ORGANIZATION (if applicable)			
D	<b>DATE OF LAST PASSED REGULAR EXAMINATION (DD/MM/YYYY)</b>			
E	<b>DATE OF JOINING FIRST REGULAR JOB (DD/MM/YYYY)</b>			
F	DITS (DATE OF ENTRY IN TIME SCALE)			
G	PRESENT PAY BAND WITH GRADE PAY AND BASIC PAY AS ON DATE OF APPLICATION			
<b>II</b>	<b>FOR APPLICANT FROM the Railways/PSUs/Govt. Organization/Metro's in CDA/ IDA PAY SCALE (Complete details of service/position held since joining) (Separate sheet may be attached, if necessary) (Tick the applicable PayScale type–CDA/IDA and mention the full Pay Scale below)</b>			
	<b>Designation/ Post Held during Gazetted/ Executive service (since date of initial appointment)</b>	<b>Organization Name with place of posting</b>	<b>Pay Scale (CDA/IDA) Mention the substantive Pay Scale with GP as applicable (MACP not to be mentioned)</b>	<b>Period (From – To) dd/mm/yy–dd/mm/yy</b>
A				
B				
C				
D				
<b>III</b>	<b>DETAILS OF DEPUTATION DURING SERVICE</b>			
A	DETAILS OF PREVIOUS DEPUTATION/FOREIGN ASSIGNMENT, IF ANY			<b>YES/NO</b>
B	WHETHER DEBARRED FROM DEPUTATION? IF YES, PLEASE FURNISH DETAILS.			<b>YES/NO</b>
C	WHETHER COOLING OFF PERIOD COMPLETED? IF YES, DATE OF RETURN FROM PREVIOUS DEPUTATION WITH DETAILS, WHEREVER APPLICABLE.			<b>YES/NO</b>
<b>IV</b>	<b>ESSENTIAL WORK EXPERIENCE</b>			
A	HAVING EXPERIENCE IN THE FIELD OF ELECTRICAL AS DESIRED IN PARA (2) OF THE ADVERTISEMENT			<b>YES/NO</b>

B	WORKING IN/ RETIRED FROM CDA/IDA PAY SCALE FROM GOVT.ORGANIZATION/ RAILWAYS/ PSUs /METRO, AS MENTIONED AT POINT No. 2.1 & 2.2 OF THE ADVT. (WHICH EVER IS APPLICABLE)	YES/NO
C	HAVING A MINIMUM OF 03 (THREE)/ 05 (FIVE) YEARS OF EXPERIENCE/ SERVICE AT EXECUTIVE LEVEL FOR ASSISTANT MANAGER/ MANAGER POST IN ELECTRICAL DEPARTMENT FROM ANY GOVT. ORGANIZATION/ RAILWAYS/ PSUs/ METRO ORGANIZATION AS MENTIONED AT POINT No.2.2 (A (i) & (ii) & B (i) & (ii)) OF THE ADVT. (WHICH EVER IS APPLICABLE)	YES/NO
D	HAVING A MINIMUM OF 05 (FIVE) YEARS OF EXPERIENCE/ SERVICE AT SUPERVISORY LEVEL FOR SUPERVISOR POST IN ELECTRICAL DEPARTMENT FROM ANY GOVT. ORGANIZATION / RAILWAYS / PSUs / METRO ORGANIZATION AS MENTIONED AT POINT No. 2.2 (A (iii) & B (iii)) OF THE ADVT. (WHICH EVER IS APPLICABLE)	YES/NO
V	<b>BRIEF DESCRIPTION OF THE WORK EXPERIENCE</b>	
16	<b>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</b>	YES/NO
	<b>IF YES, DETAILS THERE OF</b>	Separate sheet may be enclosed
17	<b>WHETHER ANY CASE IS PENDING IN THE COURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST THE APPLICANT</b>	YES/NO
	<b>IF YES, DETAILS THEREOF</b>	Separate sheet may be enclosed
18	<b>NOC FROM THE CURRENT EMPLOYER ENCLOSED</b>	YES/NO
19	<b>VIGILANCE AND D&amp;AR STATUS FROM THE CURRENT EMPLOYER ENCLOSED</b>	YES/NO
20	<b>COPIES OF THE ANNUAL PERFORMANCE APPRAISAL REPORT OF THE LAST 5 YEARS ENCLOSED</b>	YES/NO
21	<b>WHETHER APPEARED FOR INTERVIEW IN DMRC IN THE PAST (IF YES, DETAILS THEREOF)</b>	
22	<b>ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/CERTIFICATE, etc.,)</b>	

23	<b>HOBBIES/INTERESTS</b>	

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 (which ever applicable)**

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

**PARTICULARS OF THE 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 including whether : \_\_\_\_\_

the officer has functioned as a CVO in  
part time or additional charge capacity  
belongs Including batch/ year  
(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 PSUsetc.,)	From	To
1.					
2.					
3.					
4.					
5.					
6.					

Date:

(SIGNATURE)

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

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

**VIGILANCE PROFILE OF THE 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:** \_\_\_\_\_