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## DELHI METRO RAIL CORPORATION LTD.

(A JOINT VENTURE OF GOVERNMENT OF INDIA AND GOVT OF DELHI)

**ADVT. No. DMRC/PERS/22/HR/2025/218**

### **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				
1 A	POST NAME	Section Engineer (Traction)				
B	POSTCODE	01/SE/T				
C	Basis of application	Direct Recruitment Basis				
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 01/12/2025	YEARS	MONTHS	DAYS		
8	CORRESPONDENCE ADDRESS					
		STATE:		PINCODE:		
9	CONTACT NUMBER WITH STD CODE					
10	MOBILE NUMBER					
11	EMAIL ID					
12	CATEGORY (SC/ST/OBC/GENERAL)					
13	EDUCATIONAL QUALIFICATION					
	Qualification	Particulars (name of degree)	Subjects	Institute/ University	% or CGPA	Passing Year
A	DIPLOMA					
B	GRADUATION					
C	OTHERS					

14	<b>WORK EXPERIENCE DETAILS (AS ON 01/12/2025) (FILL ONLY THE APPLICABLE COLUMN)</b>			
I	TOTAL WORK EXPERIENCE	YEARS	MONTHS	DAYS
A	CURRENT ORGANIZATION			
B	LAST ORGANIZATION (if applicable)			
II	For applicant from the Railways/ Govt. organizations in <b>CDA SCALE</b> (Complete details of service/ position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name with place of posting	Pay Scale (CDA)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	For applicant from the Govt. Organizations / Metro organization in <b>IDA SCALE</b> (Complete details of service/ position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name with place of posting	Pay Scale (IDA)	Period (From – To) dd/mm/yy–dd/mm/yy
A				
B				
C				
D				
IV	For applicant from the Private Organization (Complete details of service/position held since joining) (separate sheet may be attached)			
	Post Held	Organization Name with place of posting	Annual CTC	Period (From – To) dd/mm/yy–dd/mm/yy
A				
B				
C				
D				
V	<b>ESSENTIAL WORK EXPERIENCE/ ELIGIBILITY CRITERIA</b>			
A	HAVING A TOTAL OF 01 (ONE) YEAR WORK EXPERIENCE IN DC TRACTION METRO RAIL SYSTEM WITH ANY METRO / GOVT. ORGANIZATION/ RAILWAYS / PRIVATE ORGANIZATION AND SHOULD BE CONVERSANT WITH FUNCTIONING IN A COMPUTERIZED ENVIRONMENT, AS DESIRED IN PARA (2.1) OF THE ADVERTISEMENT			YES/ NO
B	HAVING DESRIED WORK EXPERIENCE AS MENTIONED IN PARA 2.2 OF THE ADVERTISEMENT			YES/ NO

<b>C</b>	WORKING IN LEVEL-7 (CDA) OR EQUIVALENT IDA PAY SCALE IN ANY GOVT. ORGANIZATION/ RAILWAYS/ METRO, OR, HAVING ANNUAL CTC OF RS. 6 LAKHS or ABOVE, IN CASE OF WORKING IN PRIVATE ORGANIZATION, AS MENTIONED IN THE ELIGIBILITY CRITERIA, AT PARA (2.3) OF THE ADVERTISEMENT	<b>YES/ NO</b>
<b>VI</b>	<b>BREIF DESCRIPTION OF THE WORK EXPERIENCE</b>	
<b>15</b>	<b>WHETHER ANY CONVICTION (by court of Law)/PUNISHMENT/PENALTY (due to disciplinary action by employer) AS AWARDED TO THE APPLICANT IN THE LAST 10 YEARS</b>	<b>YES/NO</b>
	<b>IF YES, DETAILS THERE OF</b>	Separate sheet may be enclosed
<b>16</b>	<b>WHETHER ANY CASE IS PENDING IN THE COURT OF LAW OR ANY DISCIPLINARY ENQUIRY IS GOING ON, AGAINST THE APPLICANT</b>	<b>YES/NO</b>
	<b>IF YES, DETAILS THERE OF</b>	Separate sheet may be enclosed
<b>17</b>	<b>NOC FROM CURRENT EMPLOYER ENCLOSED</b>	<b>YES/NO</b>
<b>18</b>	<b>VIGILANCE AND D&amp;AR STATUS FROM THE CURRENT EMPLOYER ENCLOSED</b>	<b>YES/NO</b>
<b>19</b>	<b>COPIES OF THE ANNUAL PERFORMANCE APPRAISAL REPORT OF THE LAST 5 YEARS ENCLOSED</b>	<b>YES/NO</b>
<b>20</b>	<b>WHETHER APPEARED FOR SCREENING/ INTERVIEW IN DMRC IN THE PAST (IF YES, DETAILS THERE OF)</b>	
<b>21</b>	<b>ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/CERTIFICATE, etc.,)</b>	
<b>22</b>	<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 :**\_\_\_\_\_

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

1. Educational Certificates (Matriculation/Diploma/Graduation/Post Graduation & Others)
2. Work Experience Certificate/ Service certificate
3. If the candidates working in Govt/Railways/ Metro organization, the following additional documents are to be submitted:
  - a) NOC from present Employer
  - b) D&AR and Vigilance clearance in attached pro-forma at Annexure-II
  - c) APARs of the Last 5 years
4. Pay Scale/ Annual CTC proof.
5. Last three months' pay/ salary slip

**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 including whether the :  
Officer has functioned as a CVO in  
Part time or additional charge capacity  
(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:** \_\_\_\_\_