



## KOLKATA METRO RAIL CORPORATION LIMITED

Munshi Premchand Sarani

Kolk

ata-700021

**KOLKATA METRO RAIL CORPORATION LIMITED (KMRC),** a Joint Venture Company of Government of India and Government of West Bengal formed to implement the East West Metro Corridor Project at Kolkata, invites application from eligible candidates for appointment either on deputation or on contractual basis to the posts indicated in the Table below as per the terms and conditions regarding educational and other qualifications, experience, age limits, pay scales prescribed as noted against each of the said Table:

Sl.No.	Name of the Post	Scale of Pay CDA Grade (Rs.)	PostNo. of	Qualification	Maximum Age Limit		Experience
					For Deputation	For Contractual Appointment	
1.	2.	3.	4.	5.	6.	7.	8.
1.	Accounts Officer	15,600-39,100 & Grade Pay Rs.6,600/-	2	B. Com (Hons.), Cleared CA / Costing Inter, minimum 5 years Experience in the respective field.	55 years	62 years	Preference will be given to persons working / worked in Govt. Organisation. Retired persons from AG / CAG / State Govt. may also apply for contractual appointment.
2.	Divisional Accountant	9,300-34,800 & Grade Pay Rs.4,200/-	1	B.Com (Hons.), Minimum 3 years experience in the field.	55 years	62 years	Preference will be given to persons working / worked in Govt. Organisation. Retired persons from AG / CAG / State Govt. may also apply for contractual appointment
3.	Personal Assistant	9,300-34,800 & Grade Pay Rs.4,200/-	5	Graduate in any discipline having Proficiency Certificate from recognized Institute in Shorthand with Computer literacy.	-	62 years	Only retired Personal Assistant of Central / State Govt. Departments or Undertakings shall apply for contractual appointment.

### Emoluments

- In case of persons to be engaged on deputation, emoluments will be fixed as per the usual deputation terms and conditions of the Lending Authority.
- In case of contractual engagement, the person to be engaged shall be entitled to draw a consolidated emolument which will be fixed, on case to case basis, considering the last pay drawn by the person concerned and other aspects.

### Facilities attached with the post

Besides the emoluments, as admissible, the posts, as mentioned in the Table above, carry the benefits of Reimbursement of Residential and Mobile

Telephone bills, Medical Expenses, Leave Travel Concession for self and family, conveyance facilities etc. as per rules of this Corporation.

**Procedure for application**

1. Application furnishing a comprehensive bio-data including name, father's name, date of birth, postal address, details of qualification and experience (covering organization, position held with areas of responsibility and emoluments drawn) supported by attested copies of documents along with two copies of passport size photograph and a non-refundable bank draft of Rs.100/- (Rupees One Hundred) only in favour of "Kolkata Metro Rail Corporation Limited" in a sealed envelope superscribed with "Application for appointment to the post of ..... (on deputation/contractual basis) " should reach the **Managing Director, Kolkata Metro Rail Corporation Limited, HRBC Bhawan, Munshi Premchand Sarani, 4<sup>th</sup> Floor, Kolkata 700 021** by **15.06.2009**.
2. Persons employed in Government Department/Public Sector Undertakings shall apply through proper channel and shall produce a "No Objection Certificate" from their employers at the time of interview. Candidates who belong to the category of Scheduled Castes and Scheduled Tribes need not submit a non-refundable bank draft of Rs.100/- only.
3. Applications received late/incomplete and/or without the bank draft will not be entertained.

By Order of the  
Managing Director  
KMRC