



KOCHI METRO RAIL LIMITED

(A 50 :50 Joint Venture of Government of India & Government of Kerala)

4th Floor, JLN Metro Station, Kaloor, Kochi-682 017

Advt. No: KMRL/HR/DEP/2021-22/07

Date : 09.02.2022

Kochi Metro Rail Limited (KMRL) a 50:50 Joint Venture of Government of India and Government of Kerala incorporated for the implementation of the Kochi Metro Rail project and for its Operation & Maintenance intends to appoint a Manager (Estate & Land Acquisition) on deputation basis :-

Name of the post	Manager (Estate & Land Acquisition)
Total No. of post	ONE
Type of employment	On Deputation for a period of three years
Qualification	Post Graduate in any field
Experience	Officers of Government Departments / Organizations / PSU/State Govt. in the pay scale of Rs.15600-39100 (Grade pay Rs.6600/-; CDA pattern) or in the pay scale of Rs.60000-180000/- (IDA) or its equivalent pay scales in state Govt. with minimum 7 years of experience in the estate section.
Job Description	<ol style="list-style-type: none">1. Ensuring safe custody of title deeds/revenue records/land tax receipts for lands belonging to KMRL and its updation.2. Regular Monitoring of KMRL properties and reporting of any encroachment or unauthorized occupation in any of the properties to the Estate Officer to initiate action under the Public premises Act.3. Responsible for ensuring that the land pertaining to KMRL is mutated in its name and also properly demarcated and fenced, wherever necessary.4. Regular monitoring and reporting instances of defacing metro pillars etc. to the management.5. Filing complaint against offenders wherever offences are repeated or cost of removal of posters is not given in response to our notice.6. Adduce evidence before courts/Estate Officer on behalf of KMRL wherever necessary.7. Marking of the boundary of land of KMRL by conducting survey preferably by digital survey with GPS coordinates.8. Providing of designated boundary stones inscribing the co-ordinates and other details for easy reference.9. Incorporating the metro land details in the respective FMBs/revenue records, collection of the certified FMBs for record and digitalizing the same.10. Making a cadastral map of the land parcel along the metro corridor and digitalizing the same.11. Planning and implementing the strategy for the upkeep and maintenance of land and other estates inclusive of commercial exploitation12. Action for recovery of the damages caused in the allotted space and recovery against the overstay in the allotted space etc.13. Such other duties as entrusted by the management.
Pay	As per the deputation terms & conditions
Maximum Age Limit(as on 01st February 2022)	50years

General Conditions:-

- Only Indian Nationals should apply.
- Age, Qualification & Experience shall be reckoned as on 01.02.2022.
- Only shortlisted candidates will be notified for interview, which will be communicated through email only. KMRL reserves the right to shortlist the candidates.
- Acceptance or rejection of application of the candidates will be the sole discretion of the Management. Incomplete applications are liable to be rejected.
- KMRL management reserves the right to cancel or amend this advertisement.
- Applications of candidates attempting to influence or interfere with the selection process will be rejected summarily and he/she will be declared disqualified for future vacancies in KMRL.
- No TA/DA will be paid by KMRL to candidates for attending interview.
- KMRL reserves the right not to fill the position or select any candidate without assigning any reason.
- Candidature of a candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria mentioned in the advertisement.
- Merely fulfilling the minimum qualifications and experience will not confer on any candidates the right to be called for an interview or to be selected.
- No correspondence, whatsoever, will be entertained from candidates regarding conduct and result of interview and reasons for not being called for interview or selection.

How to apply:-

- Applicants should send their application, as per the enclosed Format
- Name of the post applied for should be super scribed on the envelope containing the application.
- The application should contain one recent passport size photograph pasted on the form, self-attested copy of proof of age, degree certificates and experiences certificate.
- Prescribed applications must be forwarded to KMRL through Post / Courier Service and alternatively through email (hradmin@kmrl.co.in).
- Duly filled in applications in hard copy along with related document copies must reach the General Manager (HR, Admin. & Trg.), Kochi Metro Rail Limited, 4th Floor, JLN Metro Station, Kaloor, Kochi-682 017 or through email to hradmin@kmrl.co.in on or before 02.03.2022 5.00 PM
- KMRL will not be responsible for any delay / loss in postal/email transit of any application or communication.

General Manager (HR, Admin. & Trg)

KOCHI METRO RAIL LTD

4th Floor, JLN Metro Station, Kaloor, Kochi – 682 017

APPLICATION FORM FOR EMPLOYMENT

(To be filled in Capital Letters)

APPLICATION FOR THE POST OF ON DEPUTATION

Name of the candidate (As per the matriculation Certificate)	
Gender	
Religion	
Category General/ SC/ ST/ OBC/ OTHERS (PLS SPECIFY)	
Address for communication	
Permanent Address	
Telephone no(with STD code)	
Mobile number	
e-mail id	
Date of birth (dd-mm-yyyy)	
Age As on 01.02.2022YEARSMONTHSDAYS

Educational Qualification	Specified in notification	Possessed by the candidate

Experience	Specified in notification	Possessed by the candidate

Details of academic qualifications (Self Attested certificate copies to be enclosed)

Sl. No.	Examination passed	Name of the Course	Name of University/Institute/ Board	Year of passing	Duration of the Course & Whether Full Time/distance course	Percentage of marks/Grade/ CGPA
1	Matriculation (10th))					
2	Higher Secondary (+2)					
3	UG					
4	PG					
5	Other Qualifications					

Current Organization/ Department	
Designation & Pay Scale (IDA/CDA/) (Pls attach service certificate , last month payslip)	

LANGUAGES KNOWN	READ : YES/ NO	WRITE: YES/ NO	SPEAK: YES/ NO

Details of work experience-since date of initial appointment to the current one (Self attested copies to be enclosed)

Sl. No	Designation held	Name of the Organization & Type of Organization (GOVT/ PSU/ PVT.)	Nature of duties performed	Period (dd-mm-yyyy)		Total no. of Years & Months	Pay scale/Gross Salary
				From	To		

Note : You may attach additional sheets for qualification/experience if required

Please indicate two references in senior positions: -

S.No	Name	Current Designation	Organization	Contact No / Mob.No	Official email-id

List of documents to be attached along with the application form

1. Date of Birth Proof: Copy of Birth Certificate or 10th Certificate
3. Copy of Experience Certificates
5. Other relevant certificates (if any)

2. Copy of proof of Educational Qualifications
4. Copy of Community Certificate