



JAIPUR METRO

JAIPUR METRO RAIL CORPORATION LIMITED

(A Government of Rajasthan Undertaking)

Khanij Bhawan, Tilak Marg, C-Scheme, Jaipur -302005

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Advt. No. : F.1(31) JMRC/DCA/HR/DR-III/2014-15/6280

Dated: 20th February, 2017

DETAILED ADVERTISEMENT FOR **RECRUITMENT OF IMMEDIATE INTERIM MANPOWER**

Jaipur Metro Rail Corporation Ltd. (JMRC), a Government of Rajasthan Undertaking, registered under the Companies Act, 1956, is implementing Metro Rail Transit System in Jaipur. It has started commercial operations of its first line in June, 2015.

The recruitment is being undertaken under the provisions of the JMRC Recruitment Rules, 2012, hereinafter referred to as 'the Rules', available on JMRC websites: www.jaipurmetrorail.in or <http://transport.rajasthan.gov.in/jmrc> and recruitment portal, i.e., www.jmrcrecruitment.in. This manpower is being recruited against the vacant posts in JMRC and given the transitory nature of the mode of project operations & maintenance, the nature of service is temporary, as explained in the Rules, especially Preamble thereof.

Important dates for Application Submission		
Activity	Opening Date	Last Date
Submission of Application form and Application Fee:		
a) Through JMRC Recruitment Portal	22/02/2017	31/03/2017
OR		
b) Through e-Mitra Kiosk		
Note: Dates for Written Test, and/or, Psychometric Test/interview, as applicable will be announced later on JMRC Website/ Recruitment Portal.		

Applications are invited from energetic, dynamic and motivated persons who possess the prescribed qualification for any post(s) and meet other eligibility criteria. Information about the posts, pay, qualification and other eligibility criteria, application process, screening methodology and other terms & conditions of recruitment is given in the following Sections:

1. Posts and Number of Vacancies
2. Explanatory Notes on Reservation
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19. Pay and Emoluments
20. Job Profile
21. Miscellaneous

Details are given below (For more details on any aspect, candidates are encouraged to refer to the Rules):

1. POSTS AND NUMBER OF VACANCIES

Recruitment would be made for the following posts:

S. No.	Category ->	Total vacant posts*	General (Open Competition)		Scheduled Castes		Scheduled Tribes		Other Backward Classes		Horizontal Reservation
	Cadre		General	Woman	General	Woman	General	Woman	General	Woman	Ex-Serviceman
1.	Station Controller / Train Operator	16	6	2	2	0	3	0	3	0	2
2.	Junior Engineer (Civil)	6	3	0	1	0	1	0	1	0	0
3.	Junior Engineer (Electronics)	1	0	0	0	0	1	0	0	0	0
4.	Junior Engineer (Mechanical)	1	1	0	0	0	0	0	0	0	0
5.	Junior Engineer (Electrical)	4	3	1	0	0	0	0	0	0	0
6.	Junior Accountant	1	1	0	0	0	0	0	0	0	0
7.	Customer Relations Assistant	6	2	0	1	0	1 [#]	0	2	0	0
8.	Maintainer (Fitter)	4	3	0	0	0	0	0	1	0	0
9.	Maintainer (Electronics)	6	4	1	0	0	1	0	0	0	0
Total		45	23	4	4	0	7	0	7	0	2

* Numbers of posts and vacancies indicated above are provisional and subject to increase /decrease as per the requirement of JMRC.

One post of Customer Relations Assistant in ST category is tentative and subject to outcome of court case or availability of vacancy in ST category at the time of final result.

2. EXPLANATORY NOTES ON RESERVATION

- Reservation for different categories has been worked out as per the extant reservation policy of Government of Rajasthan and as per the vacancies available in JMRC for different posts. Category (SBC) & sub-categories (like Divorced/ Widow, PD, Sports Person, etc.) for which number of reserved posts worked out to be Nil, have not been depicted in the Table at Section 1.
- Candidates, who wish to avail reservation under any category, will be required, at the time of interview and/or before being selected/ appointed, to submit relevant certificate in support of their reservation status as on the Last Date for Submission of Applications. They are not required to attach such certificate or copy thereof with the online Application, but whenever required they will have to produce a valid certificate issued on or prior to the Last Date for Submission of Applications, failing which the benefits applicable to that category will not be permissible. ***Thus, the candidates who wish to avail reservation under any category must possess or obtain the relevant certificate latest by the Last Date for Submission of Applications, i.e., 31/03/2017; and keep it with them for producing it at appropriate stage.***

c) **Reservation for SC/ST/OBC:**

- i) *Posts reserved for SC/ST/OBC are meant only for candidates belonging to Rajasthan and are not available to candidates from outside Rajasthan.* The candidates of SC/ST/OBC belonging to states other than Rajasthan will not be considered as SC/ST/OBC for the purpose of this recruitment; they will be treated as General (Open Competition) category candidates for all purposes and will not be entitled to any benefit applicable to SC/ST/OBC.

For SC/ST

- ii) The candidates applying against vacancies reserved for SC/ST category candidates shall be required to produce a valid Caste/Tribe Certificate issued by a competent authority of the Government of Rajasthan. A married woman candidate, who wants to avail reservation under this category, will have to produce a valid Caste/Tribe Certificate issued on the basis of the name of her father. Certificate issued on the basis of name of her husband will not be accepted.
- iii) In the event of non-availability of the eligible and suitable candidates amongst the Scheduled Castes and the Scheduled Tribes of Rajasthan, as the case may be, the vacancies so reserved for them shall be carried forward until such suitable Scheduled Castes or Scheduled Tribes candidates, as the case may be, are available.

For OBC

- iv) Other Backward Classes (OBC) category includes all the classes declared as Backward Classes (BC) by the Government of Rajasthan, by notification in the Official Gazette.
- v) Posts reserved for OBC category are available only to Non-Creamy Layer OBC/BC category candidates of Rajasthan. Creamy Layer OBC/BC category candidates of Rajasthan shall be treated as General (Open Competition) category candidates.
- vi) The candidates applying against vacancies reserved for OBC category candidates shall be required to produce a valid OBC/BC certificate of Non-Creamy Layer issued by a competent authority of the Government of Rajasthan. A married woman candidate who wants to avail reservation under this category, will have to produce a valid OBC/BC certificate of Non Creamy Layer issued on the basis of names, residence and income/wealth of her parents (both father and mother); and certificate issued on the basis of name, residence and income/wealth of her husband will not be accepted.
- vii) In the event of non-availability of the eligible and suitable candidates amongst Other Backward Classes of Rajasthan, the vacancies so reserved for them shall not be carried forward and such posts will be filled in accordance with the normal procedure, from outside this category.
- d) **Reservation for Women:** Reservation of vacancies for woman candidates is within a category (Gen/SC/ST/OBC) and reservation of vacancies for widows is within women of that category. Clarification: In the event of non-availability of the eligible and suitable woman candidates in any category (Gen/SC/ST/OBC), the vacancies so reserved for them shall be filled by male candidates from the same category and such vacancies shall not be carried forward to the subsequent year.
- e) **Reservations for Persons with Disabilities:**
- i) None of the vacancies being advertised is reserved for Persons with Disabilities (PD). However, they can apply against general post(s) of concerned category except for Station Controller/Train Operators and Maintainers, subject to fulfilling of medical standards prescribed in JMRC.
- ii) For the post of Jr. Engineer, Customer Relations Assistant and Jr. Accountant persons with disability only from the category of orthopedically one legged disability (OL=R or L) are eligible.
- iii) A PD candidate will be considered to be eligible for appointment only if he/she (after such medical fitness tests as the appointing authority may prescribe in this behalf) is found by JMRC to satisfy other requirements of medical standards prescribed for the concerned post.
- iv) Such applicants shall submit a valid and appropriate disability certificate, issued by the competent Medical Authority, as prescribed by the appropriate Government under the Persons With Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 to avail the benefit of online application fees relaxation.
- v) Persons with any other nature of locomotor disability/cerebral palsy and persons with disabilities of blindness/low vision or hearing impairment are not eligible.

f) **Reservation for Ex-Servicemen:**

- i) An Ex-Serviceman shall mean a person so defined in the Rajasthan Civil Services (Absorption of Ex-Servicemen) Rules, 1988, as amended from time to time, and shall have acquired this status by the Last Date for Submission of Applications, i.e., 31/03/2017.
- ii) Reservation for Ex-Servicemen shall be treated as horizontal reservation, i.e., reservation to Ex-Servicemen belonging to any category (Gen/SC/ST/OBC) will be adjusted within the category to which the selected Ex-Serviceman candidate belongs.
- iii) Vacancies reserved for Ex-Servicemen shall be filled in from other sources, if the eligible and suitable candidates of this category are not available through this cycle of recruitment, in accordance with the provisions of the Rajasthan Civil Services (Absorption of Ex-Servicemen) Rules, 1988; and such vacancies shall not be carried forward.
- iv) Dependents of Ex-Servicemen shall not be entitled to any benefit applicable to Ex-Servicemen.

3. EDUCATIONAL QUALIFICATION

- a) An applicant for any post should possess the qualification for that post, as specified in the following table:

S. No.	Name of Post	Qualification
1.	Station Controller/ Train Operator	Graduation in any discipline from a recognised University with minimum 50% marks or equivalent Grade/ Level and Mathematics or Physics as one of the subjects passed in Senior Secondary (10+2) or Higher Secondary (10+1) or equivalent examination of a recognised Board.
2.	Junior Engineer (Civil)	Degree in Civil Engineering from a recognised University (or equivalent Engineering qualification) with minimum 50% marks or equivalent Grade/Level.
3.	Junior Engineer (Electronics)	Degree in Electronics/ Electronics & Communication Engineering from a recognised University (or equivalent Engineering qualification) with minimum 50% marks or equivalent Grade/Level.
4.	Junior Engineer (Mechanical)	Degree in Mechanical Engineering from a recognised University (or equivalent Engineering qualification) with minimum 50% marks or equivalent Grade/Level
5.	Junior Engineer (Electrical)	Degree in Electrical Engineering from a recognised University (or equivalent Engineering qualification) with minimum 50% marks or equivalent Grade/Level.
6.	Junior Accountant	i) Graduation in Commerce from a recognised University with minimum 50% marks or equivalent Grade/Level and ii) one of the following: a. 'O' or Higher Level Certificate Course conducted by DOEACC under the control of Department of Electronics, Government of India; b. Computer Operator & Programming Assistant (COPA)/ Data Preparation and Computer Software (DPCS) certificate organised under National/ State Council of Vocational Training Scheme; c. Diploma in Computer Science/ Computer Applications of a University established by law in India or of an institution recognised by the Government; d. Diploma in Computer Science & Engineering from a Polytechnic Institution recognised by the Government; or e. Rajasthan State Certificate Course in Information Technology (RS-CIT) conducted by Vardhaman Mahaveer Open University, Kota under control of Rajasthan Knowledge Corporation Limited.
7.	Customer Relations Assistant	Graduation in any discipline from a recognised University with minimum 50% marks or equivalent Grade/ Level.
8.	Maintainer (Fitter)	EITHER a) National Trade Certificate or National Apprenticeship Certificate in

S. No.	Name of Post	Qualification
		'Fitter' Trade or equivalent certificate, issued by NCVT/ DG E&T/ Ministry of Labour & Employment/ Government of India, pursuant to a course of minimum two years' duration. OR b) State Trade Certificate in 'Fitter' Trade or equivalent certificate, issued by SCVT, pursuant to a course of minimum two years' duration.
9.	Maintainer (Electronics)	EITHER a) National Trade Certificate or National Apprenticeship Certificate in 'Electronic Mechanic' Trade or equivalent certificate, issued by NCVT/ DG E&T/ Ministry of Labour & Employment/ Government of India, pursuant to a course of minimum two years' duration. OR b) State Trade Certificate in 'Electronic Mechanic' Trade or equivalent certificate, issued by SCVT, pursuant to a course of minimum two years' duration.

- b) The cut-off date for determining eligibility with respect to qualification shall be the Last Date for Submission of Applications, i.e., 31.03.2017.
- c) A recognised University will mean a University incorporated by an Act of the Central or State Legislature in India or other educational institutions established by an Act of Parliament or declared to be deemed as a University under Section 3 of the University Grants Commission Act, 1956.
- d) A Degree in Engineering in any branch other than that specified in the prescribed qualification for a post of Junior Engineer will not be accepted as equivalent to the Degree in Engineering prescribed for that post.
- e) A certificate as 'Associate Member of the Institution of Engineers (AMIE)', acquired after passing of Section A and Section B examinations conducted by The Institution of Engineers (India), will be considered as equivalent to Degree in the appropriate branch of Engineering of a recognised University.
- f) A Diploma in Engineering will not be accepted as equivalent to a Degree in Engineering or Graduation in any discipline.
- g) A National Trade Certificate/ National Apprenticeship Certificate/ State Trade Certificate in any Trade other than that specified in the prescribed qualification for a post of Maintainer, will not be accepted as equivalent to the certificates prescribed for that post.
 However, a Certificate issued by SCVT/NCVT in Specialized Module pursuant to National Trade Certificate of Advanced Module and National Trade Certificate/ National Trade Certificate of Broad Based Basic Training in the relevant Sector will be considered equivalent to the State Trade Certificate in appropriate Trade.
 A combination of courses of different durations totalling to two years or more and resulting in the award of National Trade Certificate/ National Apprenticeship Certificate/ State Trade Certificate will also be treated as "a course of minimum two years' duration".
- h) Any post-Matriculation examination, by whatever name called, conducted by a recognised Board, will be accepted as equivalent to Senior/Higher Secondary examination.
- i) Subject to the above stipulations, if a candidate claims his/her qualification to be equivalent to the qualification prescribed for a post, the candidate may apply and appear in the written test, but the onus of proving equivalence shall lie on the candidate and he/she will have to produce evidence, at the stage of interview/appointment, to the satisfaction of JMRC, failing which his/her candidature will stand cancelled. Decision of JMRC in this regard will be final and binding.

4. AGE LIMITS

A candidate must have attained the age of 21 years (18 years for the post of Maintainers) and must not have attained the age of 38 years¹ as on 1st January, 2018.

Provided that:

- i) the upper age limit mentioned above shall be relaxed -
 - (a) by 5 years in the case of male candidates belonging to the Scheduled Castes, Scheduled Tribes, Backward Classes and Special Backward Classes,
 - (b) by 5 years in the case of woman candidates belonging to general category and Economically Backward Classes,
 - (c) by 10 years in the case of woman candidates belonging to Scheduled Castes, Scheduled Tribes, Backward Classes and Special Backward Classes;
- ii) the upper age limit mentioned above shall not apply in the case of an ex-prisoner who had served under Government on a substantive basis on any post before conviction and was eligible for appointment under these rules;
- iii) the upper age limit mentioned above shall be relaxed by a period equal to the term of imprisonment served in the case of an ex-prisoner who was not over age before his conviction and was eligible for appointment under the rules;
- iv) the upper age limit mentioned above shall be relaxed by a period equal to the service rendered in the National Cadet Corps in the case of Cadet Instructor, if the resultant age does not exceed the prescribed maximum age limit by more than three years, such candidate shall be deemed to be within the prescribed age limit;
- v) the upper age limit for persons serving in connection with affairs of the Rajasthan State, Panchayat Samiti and Zila Parishad and in Rajasthan State Public Sector Undertaking/ Corporation in substantive capacity shall be 40 years;
- vi) the Released Emergency Commissioned Officers and Short Service Commissioned Officers after release from the Army shall be deemed to be within the age limit had they been eligible as such at the time of their joining the Commission in the Army;
- vii) the upper age limit for reservist, namely the defence personnel transferred to the reserve and the ex-service personnel shall be 50 years;
- viii) there shall be no upper age limit in the case of widows and divorced women.

Explanation: In the case of widow, she will have to furnish a certificate of death of her husband from the competent authority and in the case of divorcee, she will have to furnish the proof of divorce.

Provided also that no candidate can claim age relaxation in more than one of the cases listed at (i) to (viii) in the Proviso above.

Provided also that the candidates of SC/ST/BC/SBC belonging to states other than Rajasthan will not be entitled to any age relaxation applicable to male or woman candidates of SC/ST /BC/SBC.

Provided also that any notifications of the State Government with respect to age relaxations for special categories and/or employees of the State Government and its entities shall be applicable. This proviso *inter alia* implies that in terms of the provisions of Rajasthan Civil Services (Absorption of Ex-Servicemen) Rules, 1988, in the case of holders of Military Cross/ Vir Chakra or any other higher distinction, the upper age limit shall be 52 years.

¹ Under the Rules, the usual upper age limit is 35 years. However, because none of the posts/ vacancies advertised herein could be advertised in previous 3 years (2014, 2015 & 2016), the upper age limit has been increased by three years for the posts advertised herein, in terms of the following proviso included in Rule 8.1 of the Rules: "Provided also that if a candidate would have been eligible in respect of his/her age for direct recruitment in any year in which no such recruitment was held, he/she shall be deemed to be eligible in the next following recruitment, if he/she is not overage by more than 3 years."

Provided also that the employees in service of JMRC shall be eligible to compete along with direct recruits from open market, if they fulfil the prescribed qualification & experience laid down for a post; there shall not be any restriction of maximum age limit for them.

5. NATIONALITY

A candidate for entry into the service of the Corporation must be :

- i. a citizen of India, or
- ii. a subject of Nepal, or
- iii. a subject of Bhutan, or
- iv. a Tibetan refugee who came over to India before 1st January, 1962 with the intention of permanently settling in India, or
- v. a person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka and East African Countries of Kenya, Uganda and the United Republic of Tanzania (formerly Tanganyika and Zanzibar), Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India:

Provided that a candidate belonging to categories (ii), (iii), (iv) and (v) shall be a person in whose favour a certificate of eligibility has been issued by the Government of India.

6. MEDICAL STANDARDS

- a) **Applicable Medical Standards:** The Medical Standards applicable for each post shall be as per the *JMRC Medical Fitness Standards*, which can be accessed at JMRC website.
- b) **Medical Fitness Test(s):**
 - i) All candidates shall have to undergo the medical fitness test(s) and meet the medical standards prescribed by JMRC for various posts.
 - ii) During the course of service, all employees shall have to undergo periodical medical fitness test(s) as may be prescribed by JMRC from time to time and their continuance on the post will be subject to their meeting the medical standards prescribed for the post.
 - iii) Expenses for medical fitness test of the candidates for the purpose of determining their suitability for the post (and, if appointed, continuance thereon) will be borne by JMRC. However, in case a candidate seeks extension for joining, the cost of such test will be borne by the candidate himself/ herself.
 - iv) Candidates who fail in the prescribed medical fitness test will not be given any alternative employment.
 - v) The decision of JMRC as to whether a candidate meets the prescribed Medical Standard shall be final and binding.

7. DISQUALIFICATION

- a) A person being a partner or a relative of a Director of JMRC within the meaning of Section 314 of the Companies Act, 1956, shall be disqualified for appointment, unless the Board of Directors accords consent by special resolution. Every person on first appointment to a post under JMRC shall sign a declaration to the effect that he/she is not a partner or a relative of a Director of JMRC, within the meaning of Section 314 of the Companies Act, 1956, and that in the event of his/her acquiring such relationship, would notify the fact to JMRC. List of Directors of JMRC, as on date, is available on JMRC website.
- b) A person who has been dismissed or removed or whose services have been terminated by the Central Government or State Government or Public Sector Undertaking as a measure of penalty for any act involving moral turpitude or declared guilty of impersonation or of submitting fabricated

documents or documents which have been tampered with or of making statements which are incorrect or false or of suppressing material information or using or attempting to use unfair means in the examination or interview, or for any act causing loss to or destruction of property belonging to his/her ex-employer, as the case may be, shall not be eligible for appointment.

- c) No male/female candidate who has more than one wife/husband living shall be eligible for appointment unless JMRC, after being satisfied that there are special grounds permissible under the personal law for doing so, exempt any candidate from the operation of this rule.
- d) No female candidate who is married to a person having already a wife living shall be eligible for appointment unless JMRC, after being satisfied that there are special grounds for doing so, exempt any female candidate from the operation of this rule.
- e) No married candidate shall be eligible for appointment if he/she had at the time of his/her marriage accepted dowry.
Explanation - For the purpose of this rule, 'dowry' has the same meaning as in the Dowry Prohibition Act, 1961 (Central Act 28 of 1961).
- f) No candidate shall be eligible for appointment who has more than two children on or after 1st June, 2002.

Provided that the candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/she has on 1st June, 2002 does not increase.

Provided further that where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

Provided also that while counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.

8. APPLICATION PROCESS

- a) Applications shall be submitted online on JMRC recruitment portal (www.jmrcrecruitment.in). Applicant may submit applications on their own on JMRC recruitment portal, if they have internet facility and online payment facility OR they may submit through e-Mitra kiosk within Rajasthan. For this purpose, a candidate has to initially register on the recruitment portal which is a onetime activity. At the time of registration, candidates must provide correct information regarding Name, Date of Birth, Category, Mobile Number, E-mail ID and the Post for which the candidate is applying. This basic information cannot be changed once submitted. After that the candidate shall receive a message on his/her mobile and E-mail ID regarding Application ID for login. The Application ID shall be used by the candidate to login on the JMRC recruitment portal throughout the whole process of the recruitment.
- b) The candidate will have to login into the recruitment portal using above Application ID and other details to fill the application form. After filling application form, candidate can review the filled information and once satisfied with correctness of the information he/she can review the filled application form. In case of any error, the candidate can edit the filled information except the basic information submitted at the time of registration in above step. After that the candidate will have to submit the filled application.

HOW TO FILL THE APPLICATION FORM
Instructions for filling the Application are available on the JMRC website.

- c) After submission of the form, the candidates who are filling applications on their own will be able to deposit application fee online and those who are using e-Mitra kiosk services will have to deposit

application fee at e-Mitra kiosk only. **An application will be considered for the recruitment only after prescribed fee deposition.**

- d) If a candidate is eligible, and wants to apply, for more than one post, he/she is at liberty to do so, but shall have to fill and submit separate applications and the entire application process (including registration) shall have to be repeated by him/her for each post. However, before applying for more than one post, the candidates may note that JMRC reserves the right to decide (and change) the examination schedule and hold interview/ written test/ any other test for different posts or groups of posts simultaneously or in different sessions on a particular date or on different dates. Furthermore, if the date and time of interview/ written test/ any other test for two or more posts for which a particular candidate has applied clash, the candidate will choose the post for which he/she wants to appear in the interview/ written test/ any other test but in no case would the application fee or other charges be refunded for his/her Application(s) for the other post(s) that he/she may have applied for.
- e) Candidates must carefully choose the category under which they wish to apply and seek relaxation in application fee. ***If due to furnishing of wrong particulars, application fee remains underpaid, the candidature will stand cancelled and the defect cannot be remedied by depositing the balance amount after the last date prescribed for depositing the Application Fee has elapsed.***
- f) Candidates should have a valid personal e-mail ID, as the same is mandatory for submitting an application. It should be kept active during the currency of this recruitment process since ***all important communication will be sent on this e-mail ID. The candidates are, therefore, requested to check their e-mail regularly for any communication from JMRC.*** Under no circumstances should the candidate share the password for this e-mail ID with any other candidate/ person.
- g) ***Call Letter for interview/ psychometric test etc. will NOT be issued in paper form by post; these will only be e-mailed or made downloadable from JMRC website. Also, if a written test is to be held for the Post, the admit card for written test will neither be sent by post nor by email; it will only be downloadable from JMRC website.***
- h) Candidates are advised in their own interest to register online much before the last date, as per the time schedule mentioned in this advertisement and not to wait till the last date, so as to avoid the possibility of disconnection, inability or failure to log on to the application module on account of heavy load.
- i) JMRC does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason beyond the control of JMRC.
- j) A candidate shall be permitted in the interview/ speed test/ written test venue only if he/she possesses the Call Letter/ Admit Card, as applicable, along with a photo identity card.
- k) The Call Letters/ Admit Cards issued to the candidates shall be provisional. In case any ineligible candidate is issued an Admit Card and is able to appear in the written test or is called for an interview/ speed test/ medical fitness test, or is even allowed to join, JMRC will be entitled to cancel his/her candidature or appointment at any stage, on grounds of ineligibility.
- l) The issue of an Admit Card/Call letter to appear in the written test/ psychometric test/ interview/ medical fitness test or the fact of having passed these tests or having been placed on the final merit list, will not be a proof of any candidate's eligibility. Candidature will be purely provisional subject to eligibility and other verifications before or after appointment in JMRC. The onus of ensuring that he/she meets all the eligibility requirements will rest on the candidate himself/herself all through the recruitment process. Candidates will be allowed to appear in written test/ psychometric test/ interview/ medical fitness test purely on provisional basis and no candidate will have a right to appointment or any compensation only on the ground of having appeared in or passed the written or any other screening test.
- m) The decision of JMRC about the eligibility of a candidate shall be final and binding. No correspondence will be entertained in this regard.
- n) If the candidature of a candidate is rejected at any stage due to incomplete/incorrect information filled in the Application, it shall be his/her sole responsibility.
- o) Candidates are advised not to submit multiple applications against any one post, as it may result in cancellation/rejection of the candidature without any notice/ intimation. **Exception:** In circumstances of inadvertent error discovered by a candidate after submission, he/she is free to submit another

application afresh on or before 31/03/2017. In such cases, Application Fee and other charges Charges for the new Application will also be deposited afresh, even if Application Fee had already been deposited for the earlier Application.

9. APPLICATION FEE

- a) An Application shall be deemed as valid only if the prescribed Application Fee is deposited by the last date prescribed for the purpose, i.e., 31/03/2017, and in the specified manner.
- b) In case the candidate registers and submits application on its own, after submission of application form he/she will be directed to payment gateway where he/she can deposit application fee online. In this case; bank charges shall be payable extra, as applicable.
- c) In case the candidate opts to submit application from at e-Mitra kiosk, he/she will have to submit the fee and e-Mitra service charges personally at e-Mitra kiosk.
- d) Online application form shall be accepted only after deposition of prescribed application fee by prescribed date.
- e) Once the prescribed application fee is deposited, he/she will get message on mobile / E-mail regarding acceptance of the application form for the JMRC recruitment.
- f) The Application Fee shall be as under:
 - i) Application Fee:

For Persons with Disabilities (OL – R or L)	Rs. 250
For SC/ST candidates of Rajasthan	Rs. 250
For Non-Creamy Layer OBC/BC/SBC candidates of Rajasthan	Rs. 400
For all other candidates	Rs. 500

- ii) e-Mitra Service Charges:

The e-Mitra Centres shall provide various services for online filling of forms for applicants on following rates:

a)	Online filling of forms including scanning of photo/ Signature with printing of receipt, including fee deposition charges	Rs. 30
b)	Printing of admit cards/ application form (per page)	Rs. 5
c)	Photo capturing through web camera	Rs.5

- g) The Application Fee and e-Mitra Charges are non-refundable and will not be held in reserve for any other test or selection. Also, these will not be refunded in case the candidature of a candidate is rejected at any stage. Furthermore, if the date and time of interview/ written test/ any other test for two or more posts for which a particular candidate has applied clash, the candidate will choose the post for which he/she wants to appear in the interview/ written test/ any other test but in no case would the Application Fee and e-Mitra Charges be refunded for his/her Application(s) for the other post(s) that he/she may have applied for.

10. SCHEME OF EXAMINATION

POST	Written Test	Psychometric Test	Interview	Medical Fitness Test
Station Controller/ Train Operator	√	√	√	√
Junior Engineers	√	×	×	√
Junior Accountant	√	×	×	√
Customer Relations Assistant	√	×	×	√
Maintainers	√	×	×	√

- √ Yes, will be held
× No, will not be held
- a) In case interviews are applicable, the written test will carry 90 marks while the interview will carry 10 marks. In other cases, the written test will carry 100 marks.
- b) The written test and other screening tests shall be aimed at testing the skills of the candidate in languages, general knowledge & awareness, general science, computer proficiency, quantitative aptitude, logical ability, reasoning and/or his/her domain knowledge, skills, competencies, personality traits and job-related specific abilities. Medical Fitness Test will form an integral part of the selection process.
- c) Failure to appear in medical fitness test at the appointed date and time will disqualify the candidate.
- d) The screening process involves various stages of screening and a candidate will have to qualify at each stage (including Medical Fitness Test) as prescribed, before being selected/appointed.
- e) The Psychometric Test is a qualifying test applicable for the post of SC/TO only.
- f) The screening process for each post is detailed below:
- a. For the Post of Station Controller/ Train Operator**

Stage – I

Written Test – 90 marks: The maximum time permitted for the written test shall be 135 minutes, and it shall carry 120 questions for a total of 90 marks. The questions shall be multiple choice objective type, with 0.75 marks being awarded for each right answer and 0.25 marks being deducted for each wrong answer. Minimum pass marks shall be 40 % for all candidates other than SC/ST Category candidates and 35 % for SC/ST Category candidates. The indicative scheme of the question paper (i.e., approximate number of questions \pm 10%) shall be as follows:

- i. General Knowledge & Awareness, including General Science - 45 questions
- ii. Quantitative Aptitude, Logical Ability and Reasoning – 45 questions
- iii. Computer Awareness – 10 questions
- iv. English Comprehension – 10 questions
- v. Hindi Comprehension – 10 questions

Stage – II

- (i) **Psychometric Test (Qualifying Test):** The Psychometric Test will measure specific abilities related to the job, such as reaction time, form perception, vigilance, speed anticipation and some selected attributes of personality. The Psychometric Test will be conducted after the interview, and passing of the Test shall be mandatory for the candidates called for interview.

The psychometric test may be conducted by Research Designs & Standards Organisation (RDSO), an Organisation of Indian Railways, by adopting their norms as prevalent for Indian Railways. Alternatively, in the event of non-availability of schedule of test from RDSO or otherwise, JMRC may get the test conducted through any other professional agency working in this field by adopting the same norms /procedures as prevalent in Indian Railways for Assistant Station Master/ Assistant Loco Pilot.

The detailed guidelines and procedure of psychometric test shall be made available on JMRC's website before conduction of psychometric test.

- (ii) **Interview – 10 marks:** The focus of interview will be on personality traits, including communication skills, of the candidates. There will be no minimum pass marks for the interview, but failure to appear in interview will disqualify the candidate.
- (iii) **Medical Fitness (Qualifying Test : Fit in A1 category):** All candidates called for interview and/or placed on the final merit list or panel of wait listed candidates, shall have to undergo and pass medical fitness test as prescribed by JMRC (A1 category). Passing of the medical test shall be mandatory for the candidates.

b. For the Posts of Junior Engineer (Civil), Junior Engineer (Electronics), Junior Engineer (Mechanical) and Junior Engineer (Electrical)

Stage – I

Written Test – 100 marks: The maximum time permitted for the written test shall be 135 minutes, and it shall carry 100 questions for a total of 100 marks. The questions shall be multiple choice objective type, with 1 mark being awarded for each right answer and 0.25 marks being deducted for each wrong answer. Minimum pass marks shall be 40 % for all candidates other than SC/ST Category candidates and 35 % for SC/ST Category candidates. The indicative scheme of the question paper (i.e., approximate number of questions \pm 10%) shall be as follows:

- i. Domain/Discipline related - 50 questions
- ii. General Knowledge & Awareness, including General Science - 20 questions
- iii. Computer Awareness – 10 questions
- iv. English Comprehension – 10 questions
- v. Hindi Comprehension – 10 questions

Stage – II

Medical Fitness Test (Qualifying Test : Fit in A3 category): All candidates placed on the final merit list or panel of wait listed candidates, based on marks obtained in the written test, shall have to undergo and pass medical fitness test as prescribed by JMRC (A3 category). Passing of the medical test shall be mandatory for the candidates.

c. For the Post of Junior Accountant

Stage – I: Written Test – 100 marks:

The maximum time permitted for the written test shall be 135 minutes, and it shall carry 100 questions for a total of 100 marks. The questions shall be multiple choice objective type, with 1 mark being awarded for each right answer and 0.25 marks being deducted for each wrong answer. Minimum pass marks shall be 40 % for all candidates other than SC/ST Category candidates and 35 % for SC/ST Category candidates. The indicative scheme of the question paper (i.e., approximate number of questions \pm 10%) shall be as follows:

- i. Commerce and Accounts related – 50 questions
- ii. General Knowledge & Awareness, including General Science - 10 questions
- iii. Quantitative Aptitude, Logical Ability and Reasoning – 10 questions
- iv. Computer Awareness – 10 questions
- v. English Comprehension – 10 questions
- vi. Hindi Comprehension – 10 questions

Stage – II : Medical Fitness Test (Qualifying Test : Fit in C1 category):

All candidates placed on the final merit list or panel of wait listed candidates, based on marks obtained in the written test, shall have to undergo and pass medical fitness test as prescribed by JMRC (C1 category). Passing of the medical test shall be mandatory for the candidates.

d. For the Post of Customer Relations Assistant

Stage – I

Written Test – 100 marks: The maximum time permitted for the written test shall be 135 minutes, and it shall carry 100 questions for a total of 100 marks. The questions shall be multiple choice objective type, with 1 mark being awarded for each right answer and 0.25

marks being deducted for each wrong answer. Minimum pass marks shall be 40 % for all candidates other than SC/ST Category candidates and 35 % for SC/ST Category candidates. The indicative scheme of the question paper (i.e., approximate number of questions \pm 10%) shall be as follows:

- | | | |
|------|--|----------------|
| i. | General Knowledge & Awareness, including General Science | - 50 questions |
| ii. | Quantitative Aptitude, Logical Ability and Reasoning | - 20 questions |
| iii. | Computer Awareness | - 10 questions |
| iv. | English Comprehension | - 10 questions |
| v. | Hindi Comprehension | - 10 questions |

Stage – II

Medical Fitness Test (Qualifying Test: Fit in B1 category): All candidates placed on the final merit list or panel of wait listed candidates, based on marks obtained in the written test, shall have to undergo and pass medical fitness test as prescribed by JMRC (B1 category). Passing of the medical test shall be mandatory for the candidates)

e. For the Posts of Maintainer (Fitter) and Maintainer (Electronics):

Stage – I

Written Test – 100 marks: The maximum time permitted for the written test shall be 135 minutes, and it shall carry 100 questions for a total of 100 marks. The questions shall be multiple choice objective type, with 1 mark being awarded for each right answer and 0.25 marks being deducted for each wrong answer. Minimum pass marks shall be 40 % for all candidates other than SC/ST Category candidates and 35 % for SC/ST Category candidates. The indicative scheme of the question paper (i.e., approximate number of questions \pm 10%) shall be as follows:

- | | |
|------|---|
| i. | Trade related (including pictorial/ problem-solving questions covering the practical aspect of ITI training) – 65 questions |
| ii. | General Knowledge & Awareness, including General Science - 20 questions |
| iii. | Computer Awareness – 5 questions |
| iv. | English Comprehension – 5 questions |
| v. | Hindi Comprehension – 5 questions |

Stage – II

Medical Fitness Test (Qualifying Test : Fit in B1 category) : All candidates placed on the final merit list or panel of wait listed candidates, based on marks obtained in the written test, shall have to undergo and pass medical fitness test as prescribed by JMRC (B1 category). Passing of the medical test shall be mandatory for the candidates.

- g) The call list for Interview/Psychometric Test, for each post these have been prescribed for, would be limited to the number of candidates who have obtained minimum pass marks in the written test, subject to a maximum of 5 times the number of vacancies in each category, in order of marks obtained in the written test.

Note: If more than one candidate is placed at the cut-off point (rounded off to two decimal points) of the merit list of written test, all such candidates would be included in the call list for Interview/Psychometric Test.

- h) Category-wise final merit list for each post shall be prepared from among candidates who have obtained minimum pass marks in the written test, as under:
- i) For the posts of Station Controller/Train Operator: in order of the total marks obtained in written test and interview, and after disqualifying the candidates who have not passed the psychometric test or the medical fitness test or have not appeared in the interview. If more than one candidate is placed at the cut-off point (without any rounding off) of the final merit list, the candidate who is senior in age would be preferred.

- ii) For the posts of Junior Engineers, Jr. Accountant, Customer Relations Assistant and Maintainers. :
in order of the total marks obtained in written test, subject to their passing the medical fitness test.
If more than one candidate is placed at the cut-off point (without any rounding off) of the final merit list, the candidate who is senior in age would be preferred.

A Panel of Wait Listed Candidates may also be prepared on these very lines.

- i) Dates of written test, results of written test and all other recruitment related information shall be available on JMRC website. Candidates are required to regularly visit the website and check for updates.
- j) All questions papers shall be bilingual (i.e., in Hindi and English). However, Hindi Comprehension Questions shall only be in Hindi and English Comprehension Questions shall only be in English.

11. INDICATIVE SYLLABUS:

- a) The standard of domain/discipline/trade related questions will be commensurate with the technical qualification specified for the concerned post. The standard of other questions would also be such as may be reasonably expected of a candidate having educational qualification specified for the post.
- b) The written test for various posts would mainly cover the subjects/topics indicated as follows:

1) STATION CONTROLLER/TRAIN OPERATOR:

- i) **General Knowledge & Awareness** – Current Affairs, Economy, Culture, History, Geography and Natural Resources of India, with special focus on Rajasthan.
- ii) **General Science** – Live processes, Control and co-ordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Natural resources and Environment.
- iii) **Quantitative Aptitude** - Ratio and Proportion, Percentages and Averages, Profit and Loss, Speed and Distance, Time and Work, LCM and HCF, Simple and Compound Interest.
- iv) **Logical Ability and Reasoning** - Data Interpretation, Venn Diagram, Inductive Logic, Puzzles, Coding and decoding, Number Series, Blood Relations, Arrangements.
- v) **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- vi) **English Comprehension** - Comprehension passage in English with questions in English only.
- vii) **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

2) JUNIOR ENGINEER (CIVIL):

- i) **Civil Engineering** - Strength of Materials and Mechanics of Structures, Building Material & Construction, Hydraulics and Fluid Mechanics, Design of RCC structures, Design of steel structures, Estimation and costing, Surveying.
- ii) **General Knowledge & Awareness**– Current Affairs, Economy, Culture, History, Geography, Natural Resources and Environment of India, with special focus on Rajasthan.
- iii) **General Science** – Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live processes, Control and co-ordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Nuclear Physics, Management of natural resources, Sources of energy, Environment.
- iv) **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- v) **English Comprehension** - Comprehension passage in English with questions in English only.
- vi) **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

3) JUNIOR ENGINEER (MECHANICAL):

- i) **Mechanical Engineering** - Strength of materials, Fluid mechanics, CADD CAM, CIM, Measurements, Robotics, Mechanics of machines, Manufacturing process, Thermodynamics, Materials, Automobiles.
- ii) **General Knowledge & Awareness** – Current Affairs, Economy, Culture, History, Geography, Natural Resources and Environment of India, with special focus on Rajasthan.
- iii) **General Science** - Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live processes, Control and coordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Nuclear Physics, Management of natural resources, Sources of energy, Environment.
- iv) **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- v) **English Comprehension** - Comprehension passage in English with questions in English only.
- vi) **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

4) JUNIOR ENGINEER (ELECTRICAL):

- i) **Electrical Engineering** - PN Junction Diodes, Bipolar Junction Transistors (BJT), Field Effect Transistors, Network Theorems, Polyphase Circuits, AC/DC generators, AC/DC motors, Transformers, Measuring Instruments, Potentiometers, Measurement of Resistances.
- ii) **General Knowledge & Awareness**– Current Affairs, Economy, Culture, History, Geography, Natural Resources and Environment of India, with special focus on Rajasthan.
- iii) **General Science** - Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live processes, Control and co-Detailed Advertisement for Recruitment of Immediate Interim Manpower, October 2012 16 ordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Nuclear Physics, Management of natural resources, Sources of energy, Environment.
- iv) **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- v) **English Comprehension** - Comprehension passage in English with questions in English only.
- vi) **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

5) JUNIOR ENGINEER (ELECTRONICS):

- i) **Electronics/ Electronics & Communication Engineering** - Semiconductor Physics, Small Signal Amplifiers at Low Frequency, Network Theorems and Elements, Electronic Instruments for Measuring Basic Parameters, Digital Signal Processing, Control System, Instrumentation Techniques, Biomedical Electronics, Artificial Neural Networks, Digital Electronics, Analogue Electronic Circuit, Mobile Communication System, Satellite Communication System, Radar System, Optical Fibre Communication.
- ii) **General Knowledge & Awareness** – Current Affairs, Economy, Culture, History, Geography, Natural Resources and Environment of India, with special focus on Rajasthan.
- iii) **General Science** - Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live processes, Control and coordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Nuclear Physics, Management of natural resources, Sources of energy, Environment.
- iv) **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- v) **English Comprehension** - Comprehension passage in English with questions in English only.
- vi) **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

6) JUNIOR ACCOUNTANT:

i) Commerce and Accounts related –

Auditing:

- Meaning and objects of auditing. Internal check and internal audit; programming and procedure of audit work; vouching; verification and valuation of assets and liabilities; Balance Sheet and continuous audit; Cost and Management Audit.
- Company Audit: Rights, duties and liabilities of company auditors; Audit of Government Companies under Companies Act.

Financial Accounting:

- Accounting: as a financial information system; Partnership accounts: admission, retirement and dissolution; Computer Application in accounting.
- Ratio Analysis and interpretation: Ratios relating to short term liquidity, long term solvency and profitability.
- Company Accounts: Issue, forfeiture and redemption of shares and debentures. Underwriting; purchase of Business; Disposal of profits, capitalisation of profits.
- Study of Indian Accounting standards: Accounting standards relating to Accounting Policy; Valuation of Inventory, Depreciation, Fixed Assets, Events occurring after Balance Sheet Date.

Cost Accounting:

- Methods of costing: Unit costing, contract costing, process costing and operating costing.
- Budgetary control and standard costing; Variance Analysis: Labour and Material Variances.
- Marginal costing and Decision Making.

Management and Organisation:

- Meaning, Nature, Principles and Importance of Management: process of decision making.
- Functions of Management, Planning, Organisation, Coordination, Direction and Control..

- ii) **General Knowledge & Awareness** – Current Affairs, Economy, Polity, Culture, History, Geography and Natural Resources of India, with special focus on Rajasthan.
- iii) **General Science** – Live processes, Control and co-ordination in animals and plants, Electric current, Magnetic effects of current, Reflection of light, Refraction, Natural resources and Environment.
- iv) **Quantitative Aptitude** - Ratio and Proportion, Percentages and Averages, Profit and Loss, Speed and Distance, Time and Work, LCM and HCF, Simple and Compound Interest.
- v) **Logical Ability and Reasoning** - Data Interpretation, Venn Diagram, Inductive Logic, Puzzles, Coding and decoding, Number Series, Blood Relations, Arrangements.
- vi) **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- vii) **English Comprehension** - Comprehension passage in English with questions in English only.
- viii) **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

7) CUSTOMER RELATIONS ASSISTANT:

- i. **General Knowledge & Awareness**– Current Affairs, Economy, Culture, History, Geography, Natural Resources and Environment of India, with special focus on Rajasthan.
- ii. **General Science** – Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live Processes, Control and co-ordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Work, Force, Nuclear Physics, Natural resources and Environment.
- iii. **Quantitative Aptitude** - Ratio and Proportion, Percentages and Averages, Profit and Loss, Speed and Distance, Time and Work, LCM and HCF, Simple and Compound Interest.
- iv. **Logical Ability and Reasoning** - Data Interpretation, Venn Diagram, Inductive Logic, Puzzles, Coding and decoding, Number Series, Blood Relations, Arrangements.

- v. **Computer Awareness** - Input and Output devices, Latest trends in IT, Computer Networks, Operating System, E- Mail and Internet, MS-Office.
- vi. **English Comprehension** - Comprehension passage in English with questions in English only.
- vii. **Hindi Comprehension** –Comprehension passage in Hindi with questions in Hindi only.

8) MAINTAINER (FITTER):

- i. **Fitter Trade Related** – As per standard of NCVT (DG E&T) - Machines, Machine accessories, Workshop practice, Workshop calculation, Measuring tools / hand tools / cutting tools, Power transmission, Limits and fits, Lubricants, Fasteners and fastening methods, Heat treatment, Safety precautions, Engineering Drawing.
- ii. **General Knowledge & Awareness** – Current Affairs, Economy, Culture, History, Geography and Natural Resources of India, with special focus on Rajasthan.
- iii. **General Science** – Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live processes, Control and co-ordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Work, Force, Management of natural resources, Sources of energy, Environment.
- iv. **Computer Awareness** - Input and Output devices, Latest trends in IT, Operating System, E-Mail and Internet, MS-Office.
- v. **English Comprehension** - Comprehension passage in English with questions in English only.
- vi. **Hindi Comprehension** – Comprehension passage in Hindi with questions in Hindi only.

9) MAINTAINER (ELECTRONICS):

- i. **Electronic Mechanic Trade Related** – As per standard of NCVT (DG E&T) – Basic Electronic components, Component testing, Measuring and testing equipment, Diodes, Field Effect Transistor, Thyristors, Amplifiers, Oscillators, Basic logic gates, Number system, D.C. Motor, Circuit signs & symbols, Workshop calculation.
- ii. **General Knowledge & Awareness**– Current Affairs, Economy, Culture, History, Geography and Natural Resources of India, with special focus on Rajasthan.
- iii. **General Science** – Acids, Bases and Salts, Chemical Reactions, Metals and Non-metals, Carbon compounds, Periodic classification of elements, Live processes, Control and co-ordination in animals and plants, Reproduction, Heredity and Evolution, Electric current, Potential difference and Electric current, Magnetic effects of current, Reflection of light, Refraction, Refraction of light through prism, Work, Force, Management of natural resources, Sources of energy, Environment.
- iv. **Computer Awareness** - Input and Output devices, Latest trends in IT, Operating System, E-Mail and Internet, MS-Office.
- v. **English Comprehension** - Comprehension passage in English with questions in English only.
- vi. **Hindi Comprehension** –Comprehension passage in Hindi with questions in Hindi only.

12. CENTRES AND VENUES FOR WRITTEN TEST/ INTERVIEW/ PSYCHOMETRIC TEST

The written test/ interview/ psychometric test will be conducted at **Jaipur**. However, JMRC may have additional centres for written test at **Ajmer, Bharatpur, Bikaner, Jodhpur, Kota and Udaipur**, if needed for logistic reasons. JMRC reserves the right to cancel or add written test centres and venues for any reason whatsoever. JMRC also reserves the right to allot and change centres and venues at its discretion, which would be informed to a candidate in the Admit Card issued to him/her.

13. GENERAL INSTRUCTIONS FOR WRITTEN TEST/ INTERVIEW/ PSYCHOMETRIC TEST

- a) Candidates will not be permitted entry into the Written Test/ interview/ psychometric test venue without the Admit Card and a Photo Identity Card.
- b) Candidates are advised to closely read the Call Letter/ Admit Card and comply with the instructions given therein, as also the instructions given by the Invigilator/ Venue Superintendent/ Observer at the Written Test/ interview/ psychometric test venue.
- c) Calculator, mobile phone, pager, bluetooth device, headphone, earplug, laptop, ipad and/or other computing/ communication devices will not be permitted inside the Written Test/ interview/ psychometric test venue. Candidates themselves shall be responsible for safe-keeping of such devices because arrangement for keeping these devices safe cannot be assured by JMRC.
- d) Insolent behaviour or disorderly conduct or using/attempting to use unfair practices by a candidate shall render the candidate liable for disqualification and legal action under the Rajasthan Public Examination (Prevention of Unfair Means) Act, 1992.

14. IMPORTANT DATES

- a) Important dates of the recruitment process are given below:

Activity	Opening Date	Last Date
Submission of Application form and Application Fee:		
c) Through JMRC Recruitment Portal	22/02/2017	31/03/2017
<u>OR</u>		
d) Through e-Mitra Kiosk		
Note: Dates for Written Test, and/or, Psychometric Test/interview, as applicable will be announced later on JMRC Website/ Recruitment Portal.		

- b) The dates mentioned above are indicative, and JMRC reserves the right to change the dates at its sole discretion. The dates for tests and downloading admit card shall be announced later on JMRC website only. Candidates are advised to regularly visit JMRC website for updates.
- c) Representations or complaints regarding any error/ discrepancy in the question papers may be submitted to the Corporation (by email to careers@jaipurmetrorail.in) within 72 hours of completion of the written test. Representations received after this time limit shall not be entertained.

15. VERIFICATION OF DOCUMENTS

- a) The claim of candidates in respect of category, age (or relaxation in age), nationality, qualification, recognition of the University/ Board/ Institute they have obtained the qualification from, equivalence of their qualification with the prescribed qualification or any other eligibility criteria may be checked at any stage(s) of the recruitment process.
- b) Eligibility of candidates for appointment will be decided as per the prescribed eligibility criteria only after the result of written test/ psychometric test/ interview/ medical fitness test, as applicable, and verification of original documents and of identity. The candidature of candidates who do not possess requisite qualification or fail to meet any other eligibility criterion or have filled wrong information in the Application is liable to be rejected/ cancelled at any stage before appointment.
- c) The eligibility with regard to documentary evidence in respect of Age (or relaxation in age), Qualification, Category, Fee relaxation, etc. shall be physically checked/verified by JMRC prior to interview and/or issue of offer of appointment to the candidates. For this purpose, the candidates shall

be advised to produce certain documents for verification in original and also to submit the self attested photocopies thereof. JMRC may seek original or photocopies or scanned/ electronic version of the essential documents at its discretion, and the candidates may be asked to submit them by mail/e-mail or through personal appearance at JMRC office, within the time that may be allowed for the purpose.

- d) Candidates will have to submit Matriculation/10th Standard certificate/mark sheet indicating date of birth, issued by a recognised Board, in support of their claim of age. Where date of birth is not available in such certificate/mark sheet, School leaving certificate indicating Date of Birth will be considered.
- e) JMRC reserves the right to disqualify a candidate for appointment/employment if the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents. Decision of JMRC shall be final and binding in such cases.
- f) In case candidates are not able to produce their final mark-sheet and final certificate/ provisional certificate on the date of their interview or they have not secured the minimum qualifying marks or they are not able to produce original copies of certificates regarding date of birth/ qualification/ reservation status/ disability/ age relaxations/ experience, etc., they may NOT be allowed to appear in the interview and their candidature may be treated as cancelled.

16. SELECTION, PROBATION AND TRAINING

- a) Selection shall be provisional, subject to fulfilling all the requirements applicable for appointments under the JMRC Recruitment Rules, 2012, including verification of character and antecedents of the candidate, submission of Indemnity Bond, verification of the requisite documents submitted by the candidate and him/her meeting the requisite medical standards for the post
- b) The selected candidates shall on appointment be placed on probation for a period of 24 months. During the period of probation each probationer may be required to pass such examination and to undergo such training as may be prescribed from time to time.
- c) Probation related provisions given in the JMRC Recruitment Rules, 2012 shall apply.

17. INDEMNITY BOND

- a) The selected candidate shall have to submit to JMRC an Indemnity Bond undertaking to serve JMRC for a period of three years, from the date of joining along with the joining report, after he/she accepts the offer of appointment.
- b) The format & amount of Indemnity Bond shall be as applicable in JMRC at the time of joining. The amount of Indemnity Bond as applicable for various posts at present is given in the table below :

POST	Bond amount (in Rupees)
Station Controller/ Train Operator	1,50,000
Junior Engineers	1,50,000
Junior Accountant	60,000
Customer Relations Assistant	1,00,000
Maintainers	1,00,000

- c) The employee/ trainee of JMRC shall have liberty to resign from the services of JMRC :
 - i. Within three years from the date of joining, by depositing the bond amount and by giving one month's notice or depositing pay in lieu of notice.
 - ii. After completion of 3 years' period, by giving one month's notice or depositing pay in lieu of notice.

18. PANEL OF WAIT LISTED CANDIDATES

- Selection Committee will also prepare a panel of wait listed candidates for each category of the post advertised as mentioned in the “Scheme of Examination”
- Such panel would remain valid for the current year and would be utilised restricted to the number of vacancies originally determined and advertised within the same year and it would be used for the vacancies remained unfilled from the original list.

Here, the current year may be defined as “one year from the date of notification of waiting list”.

19. PAY AND EMOLUMENTS

- During probation an employee shall be entitled only to fixed remuneration, and only after successful completion of probation period, shall he/she be paid in the running pay bands and grade pays as applicable for the post at entry level. The amount of fixed remuneration during probation period, as well as the pay scale of entry after completion of the probation period are tabulated below:

(Amounts in Rs.)

Name of Post	PB No.	Running Pay Band (Rs)	Grade Pay (Rs)	Amount of Fixed Remuneration per month during Probation Period (Rs)	Entry Pay on completion of probation	
					Basic Pay (Pay in the Running Pay Band + Grade Pay) (Rs)	Monthly Salary comprising Basic Pay & DA @132% as applicable on date (Rs)
Station Controller/ Train Operator	2	9300-34800	3600	13200	12900	29928
Junior Engineer (Civil)	2	9300-34800	3600	13200	12900	29928
Junior Engineer (Electronics)	2	9300-34800	3600	13200	12900	29928
Junior Engineer (Mechanical)	2	9300-34800	3600	13200	12900	29928
Junior Engineer (Electrical)	2	9300-34800	3600	13200	12900	29928
Jr. Accountant	2	9300-34800	3600	13200	12900	29928
Customer Relations Assistant	1	5200-20200	2800	11820	11170	25914
Maintainer (Fitter)	1	5200-20200	2400	8910	9840	22829
Maintainer (Electronics)	1	5200-20200	2400	8910	9840	22829

- For other allowances, honorariums and reimbursements payable to the employees please refer to the Rules, especially Chapter IX thereof.
- It may be noted that during the probation period, only the fixed remuneration will be payable and no DA or other allowances shall be payable. After completion of probation, in addition to the Basic Pay indicated above, DA (which is 132% of Basic Pay as on date and keeps growing) and other allowances as given in the Rules will be payable.
- For an existing employee of a Department/Board/ Public Sector Undertaking/ Organisation/ Metro Rail Corporation of Government of India/Government of Rajasthan or any other State Government, who has been recruited by the Corporation, an option shall be given to opt either for the ‘Fixed Remuneration’ or the existing pay scale (not the scale of his/her new appointment), whichever is beneficial to him/her while he/she is under probation. After successful completion of probation period, entry pay will be fixed in the Running Pay Bands and Grade Pays as per Appendix-VI of these rules where he/she will get due advantage of being in a regular pay scale earlier, and will get due protection of his/her pay.
- Annual increments, as per rules, shall be allowed after completion of Probation.

20. JOB PROFILE

- a) Indicative job profiles for the advertised posts are as under:
- i) The job of **Station Controller/ Train Operator** includes driving metro trains and/or looking after the affairs of metro stations including Customer Care Centres, Depot /Crew Control Centres, Operation Control Centres, etc. in shift duty, including night shift.
 - ii) The job of **Junior Engineers** includes supervision and maintenance of various systems & sub systems of Civil, Electrical, Mechanical, Signal, Telecom & AFC assets of the Metro Rail System in shift duty, including night shift, as under:
 - a. Civil Engineers – Civil infrastructure, civil works & Permanent Way, Stores, etc.
 - b. Electronics Engineers - Signalling, Telecom, Automatic Fare Collection, Power Supply Installation, Rolling Stock components, Stores, IT systems, etc.
 - c. Mechanical Engineers – Rolling Stock, Electrical & Mechanical, E&M, Stores, etc.
 - d. Electrical Engineers – Electrical, Mechanical, Power Supply Assets, Rolling Stock, Stores, etc.
 - iii) The job of **Customer Relations Assistant (CRA)** includes interaction with commuters at Customer Care Centres and catering to their needs and problems, looking after the affairs of metro stations including commercial cell and other duties, etc. in shift duty, including night shift.
 - iv) The job of **Junior Accountant** includes providing assistance in maintaining accounts, procurement, office management, etc.
 - v) The job of **Maintainers** pertains to maintenance of Civil, Electrical, Mechanical and Electronic components of the Metro Rail System, and also installation and operationalisation of various components like Lifts, Escalators, Track, Structure, Traction, Overhead Equipment, Electrical & Mechanical (E&M), Signalling, Telecom, Automatic Fare Collection, Rolling Stock, Train Coaches, Stores, Depots, etc., in shift duty, including night shift.
- b) The employees working in field for Project, operations and maintenance shall work for six days/ week while the employees working in corporate office may work for five days/ week. Similarly, due to nature of duties, the number of gazetted holidays in a calendar year shall be less in numbers for Project, Operations and Maintenance employees (in field) in comparison to the employees working in corporate office.
- c) Smooth operations & execution of Metro system requires emergency operations and the employee can be called for remedial action during emergency, round the clock.
- d) Notwithstanding the indicative job profiles detailed above, JMRC reserves the right to modify, restrict, enlarge or amend the duties and responsibilities of its employees as it may deem fit from time to time.

21. MISCELLANEOUS

- a) Notwithstanding anything in this advertisement, the JMRC Recruitment Rules, 2012 shall apply to the recruitment process, the terms of appointment and to service conditions. Candidates are advised to carefully go through these Rules as hosted on JMRC website.
- b) **Information on website only:** Any further information / corrigendum/ clarification/ FAQ/ details regarding applications or applicants/ any other information regarding schedule of written tests or interviews/ call letters for interviews/ notices/ results, etc. shall be posted only on JMRC website (www.jmrcrecruitment.in). No publication in any other media will be made. Thus, the candidates are advised to keep updating themselves by checking JMRC website very frequently.
- c) No recommendation for recruitment either written or oral other than that required under the rules shall be taken into consideration. Any canvassing attempt on the part of a candidate shall disqualify him/her for appointment.
- d) Falsification of any information and/or documentation provided and/or Malpractices during the recruitment process shall disqualify a candidate for appointment/employment.
- e) The legal jurisdiction for all issues related to this recruitment process will be Jaipur.

IMPORTANT

JMRC has not authorised any publisher/ website to sell text-books, guide books or other examination/ test related material. The candidate shall be solely responsible for implications arising from the use of any such information/ material/ website/ agents etc.

Further, JMRC has not authorised any website, agency to collect application fees except for e-Mitra Kiosk. Candidates are advised not to pay application fees anywhere else.

All correspondence with regard to the recruitment process shall be addressed only to CMD, JMRC at email ID: *careers@jaipurmetrorail.in*