



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/2024-25/11,

Dated (24.09.2024)

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.

We are looking for a Corporate Communications/Public Relations person with bright academic record to join the organization as Asst. Manager (Public Relations) at E2 Level.

1. Asst. Manager (Public Relations) – E2 Level

Name of the Post	Asst. Manager (Public Relations)
Total no. of Posts & Grade	One (1)- E2 (IDA)
Type of Recruitment	Regular
Pay/ Pay scale	Rs.50000-160000(IDA)
Essential Qualification	Full Time regular graduation in any discipline and with Two years' full time REGULAR Post Graduate degree/diploma in journalism/ Mass Communication from recognized Institution/ University.
Experience	Minimum 5 years of post-qualification experience in Corporate communications/ Public Relation Functions preferably in a Govt./PSU. The candidate should have sufficient exposure/ experience in handling press & media, organizing press conference, Liaison with Local Self Government Bodies as Panchayat, Municipality /Corporation and other stakeholders. The candidate must also possess excellent verbal and written communication skills, experience of handling press releases, Content Creation, writing articles, news content and features in Print/Visual/ social media, Corporate Image Building in online, Social and digital media platforms etc.
Maximum Age Limit (as on 1st September 2024)	35 Years (Age relaxation applicable as per reservation rules).

General Conditions: -

- Age, Qualification & Experience will be reckoned as on 01.09.2024.
- Only shortlisted candidates will be notified for written test and/or interview, which will be communicated through email id registered with KMRL by the applicants. No other mode of communication will be attempted.

- KMRL reserves the right to shortlist the applicants for written test and/or Interview.
- Any corrigendum/ addendum to this advertisement will be displayed only in website (kochimetro.org). Applicants are requested to visit website for all updates.
- Applicants employed in Govt. /Quasi Govt. / PSUs shall produce a “No Objection Certificate” from their employer at the time of written test and/or interview.
- Candidates from PSU/Govt. Organizations should be presently working in the equivalent grade/its equivalent scale or in the immediate lower grade/its equivalent scale & proof thereof shall be submitted along with application or at the time of written test and/or interview.
- Knowledge of Malayalam & English (speak, read and write) is essential.
- Acceptance or rejection of application of the candidates will be at 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 selection process will be rejected & he/she will be declared disqualified for future vacancies in KMRL.
- No TA/DA will be paid by KMRL to candidates for attending the selection process.
- As per KMRL Recruitment Rules, Regular employees of KMRL, shall be eligible for relaxation of upper age limit up to a maximum of 5 years when they apply for selection to a higher post under Direct recruitment.
- As per KMRL Recruitment Rules, Applicants who have working in contract basis in KMRL are eligible for relaxation of upper age limit upto a maximum of 3 years when they apply for selection to a regular post (in the same grade or feeder category) under Direct recruitment, provided their performance during the contract service being Graded as ‘Very Good’ for the years of contract service in KMRL.
- KMRL reserves the right to cancel the selection process or not to fill the position/ select any candidate, without assigning any reason.
- Candidature of a candidate is liable to be rejected at any stage of 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 shortlisted /called for written test and/or interview or to be selected.
- KMRL reserves the right to offer a grade lower than that which was applied for by the candidates.
- KMRL reserves the right to maintain a list of waitlisted candidates after selection process for filling future vacancies, if any as per the Recruitment Rules.
- No correspondence, whatsoever, will be entertained from candidates regarding conduct and result of written/online test and/or interview and reasons for not being called for selection.
- The following documents should be attached by the applicants along with the application for substantiating their Age, Qualification, Experience, CTC:

Proof of Age	: Matriculation/Birth Certificate
Educational Qualifications	: All Year/Semester Mark Sheets & Certificates.
Experience	: a) Past Employments- Service certificate (It should have Date of joining, date of Relieving, Pay Scale etc.) b) Current Experience: Appointment Letter, Proof of date of joining, Latest Payslip etc.

How to apply:-

- Applicants should read the instructions in the website (kochimetro.org/careers) thoroughly before applying.
- Application form may be filled online by selecting the link in KMRL website. The scanned copy of the supporting documents should be uploaded, failing which the application will be treated as incomplete. Applications forwarded through any other means including fax or e-mail will not be entertained.
- The last date of submission of on-line application is 09th October 2024.

General Manager (HR, Admin & Trg.)