



**KOCHI METRO RAIL LIMITED**  
(A 50 :50 Joint Venture of Government of India & Government of Kerala)  
4<sup>th</sup> Floor, JLN Metro Station, Kaloor, Kochi-682 017

**Advt. No : KMRL/HR/2021-22/03, Dated (15.09.2021)**

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 in Kochi intends to appoint the following official :-

Name of the Post : Deputy General Manager (Procurement)

Pay Scale of the Post : Rs.70000 - 200000 (IDA) and other allowances/perks/privilege.

<b>Name of the Post</b>	<b>Deputy General Manager(Procurement)</b>
<b>Total no. of Post</b>	One
<b>Grade/Pay Scale</b>	E4, Rs.70000-200000(IDA)
<b>Type of Recruitment</b>	Regular
<b>Qualification</b>	B.E./ B. Tech/ B.Sc. (Engg.) in Mechanical/Electrical/Electronics/Civil or any other branch of technical discipline from Recognized university/Institute.  Preference will be given to the candidate having PG Degree/Diploma in Materials Management
<b>Experience</b>	Minimum 10 years post qualification experience in procurement and contract management. Candidate should have appropriate relevant experience in the entire gamut of Purchase Function dealing with multiple materials procurement, covering various technical and non-technical items.  Candidates with experience in Railway/Metro will be given preference.

	Candidates working in PSU/Govt. Organisations should be working in the equivalent scale or should have minimum two years' experience in immediate lower grade/its equivalent scale
<b>Maximum Age Limit(as on 1<sup>st</sup> September 2021)</b>	45 Years (Age relaxation applicable as per reservation rules).
<b>Job Description (Indicative &amp; Not Exhaustive)</b>	<ul style="list-style-type: none"> <li>• To have dealt with procurement from local and global market.</li> <li>• Good written and verbal communication, interpersonal and leadership skills..</li> <li>• Conversant with Government e-Market (GeM) portal and CPP Portal of NIC, E-Tender Management etc.</li> <li>• Planning of procurement strategies and procurement of components, equipments, systems, capital goods etc. from local and global market</li> <li>• Drafting of enquiries and tender documents, proposals and requests for quotations.</li> <li>• Conduct pre-bid and pre-proposal conferences</li> <li>• Coordinate and supervise activities of evaluation committees.</li> <li>• Search and source potential suppliers and vendors.</li> <li>• Experience in handling SAP Material management module.</li> </ul>

**General Conditions:-**

- Age, Qualification & Experience shall be reckoned as on 01.09.2021.
- Only shortlisted candidates will be notified for interview, which will be communicated through email id registered with KMRL by the applicants.
- KMRL reserves the right to shortlist the candidates.
- Applicants employed in Govt./Quasi Govt./ PSUs shall apply through proper channel, after forwarding the advance copy and shall produce a "No Objection Certificate" from their employer at the time of interview.
- 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.
- Any corrigendum/ addendum to this advertisement will be displayed only on the Company's website . Applicants are requested to visit the website from time to time for all updates.
- Subject to fulfilling the other requirements, Candidates from **Private Sector Companies** will be considered subject to their present CTC being atleast **Rs.1.20 lakh per month** and also the company's annual turnover should be at least **300 crores**. Candidates are required to **furnish the proof** for the same.
- **The following documents should be attached by the applicants for substantiating their Age, Qualification & Experience:**

**Proof of Age : Matriculation/Birth Certificate**

**Educational Qualifications : All Year/Semester Mark Sheets & Certificates.**

**Experience : a) Service Certificate of Past Employments (It should have Date of joining, date of Relieving, Department worked , Pay Scale etc.)**

**b) Current Experience : Appointment Letter, Proof of Date of joining, Latest Payslip etc.**

- Grouping of Disciplines :

Discipline	Grouping of Branches in Engineering
Mechanical	Mechanical / Mechanical & Industrial Engineering / Mechanical & Production Engineering / Production Engineering / Production/ Marine Engineering/ Metallurgy
Electrical	Electrical / Electrical & Electronics / Electrical & Instrumentation.
Electronics	Electronics / Electronics & Communications / Applied Electronics/ Instrumentation
Civil	Civil / Civil & Structural / Structural

### **How to apply:-**

- Applicants should read the instructions in the website thoroughly before applying.
- Application form may be filled online by selecting the link in KMRL website. The scan 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 29.09.2021.

**General Manager (HR, Admin & Trg.)**