

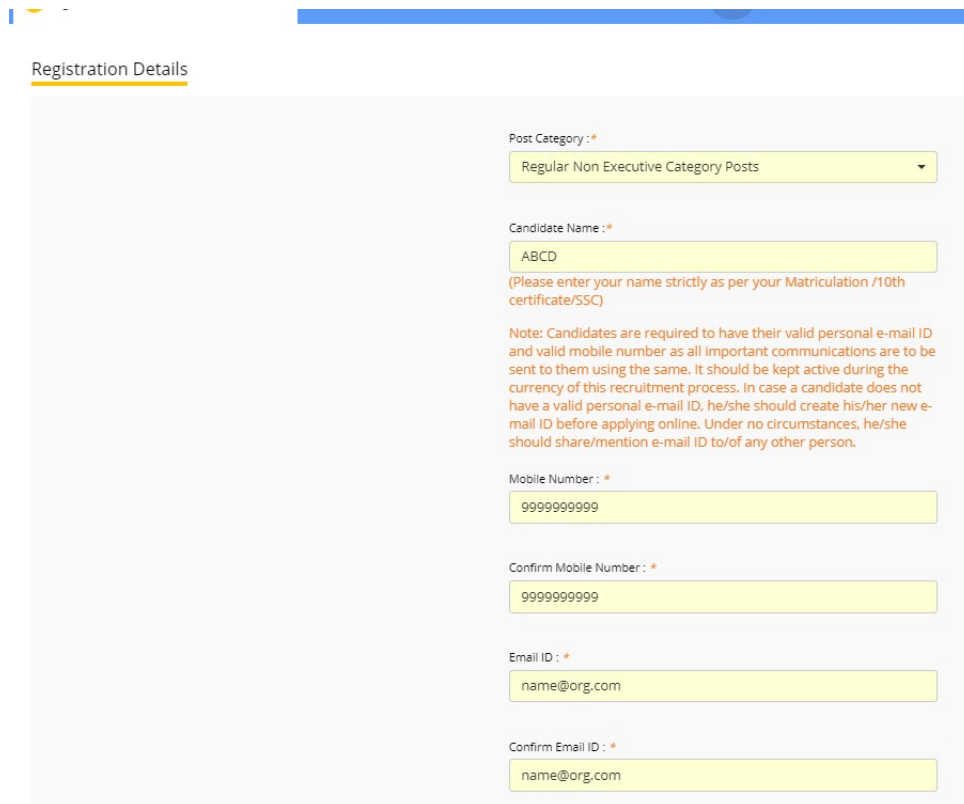
How to apply

1. Candidates are required to apply online through website www.delhimetrorail.com only. No other means/mode of application will be accepted and there shall be no need to submit any hard copies of the uploaded documents.
2. Candidates are required to have a valid personal e-mail ID and valid mobile number. It should be kept active during the currency of this recruitment process. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online. Under no circumstances, he/she should share/mention e-mail ID to/of any other person.
3. Candidates are first required to go to the DMRC's website www.delhimetrorail.com and click on the link "Career". 4. Thereafter, he/she may open the recruitment notification titled "DMRC/HR/RECTT./I/2019".
5. He/she should thoroughly go through the vacancy notification first to know the eligibility, age criteria, etc.
6. On Successful Completion of registration an application sequence No. and password will be generated. (User id & password shall be received on e-mail and mobile number).
7. Candidates should fill up the application form having all the details relating to age, personal details, educational qualification etc. online in the application form. Candidates will have to upload scanned copy of: - a) Recent passport size color photo (maximum of 80 KB Size in JPEG/JPG format) b) Recent scanned signature (maximum of 80 KB Size in JPEG/JPG format) c) Category/Caste certificate (OBC/SC/ST/EWS/PwBD)-maximum 1 MB size, in JPG/JPEG format. d) Date of birth proof document as per guidelines (Maximum 1 MB size, in JPG/JPEG format). e) Qualifying marks certificate/Last Semester marks sheet (maximum 1 MB size, in JPG/JPEG format). f) Credit/Debit Card/Net banking etc. for transaction of exam fee, as only online payment is applicable.
8. Applicant must read declaration and preview application form before submission, also they can take a print out of the application form.
9. Applicant will be redirected to payment gateway post submission of application form. After successful transaction a payment acknowledgment slip (with unique application sequence number, transaction ID, applicant name, category, exam fee and post applied for) will be generated and should be downloaded for any future communication regarding application form.
10. Until the payment is successfully made, the candidate will not be registered for the test.

Note :- For pictorial representation please, refer the following pages.

Registration Page

1. On Registration page, Applicant must select Post category and fill their Name, Contact Number and Email ID for registration.



Registration Details

Post Category : *
Regular Non Executive Category Posts

Candidate Name : *
ABCD
(Please enter your name strictly as per your Matriculation /10th certificate/SSC)

Note: Candidates are required to have their valid personal e-mail ID and valid mobile number as all important communications are to be sent to them using the same. It should be kept active during the currency of this recruitment process. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online. Under no circumstances, he/she should share/mention e-mail ID to/of any other person.

Mobile Number : *
9999999999

Confirm Mobile Number : *
9999999999

Email ID : *
name@org.com

Confirm Email ID : *
name@org.com

2. Enter **Captcha**, Check the **I Agree** box and then Click on **Register** Button. Applicant's Login ID and Password will be sent to the applicant's Email and SMS.



3 b f s 5 t s

Get New Image

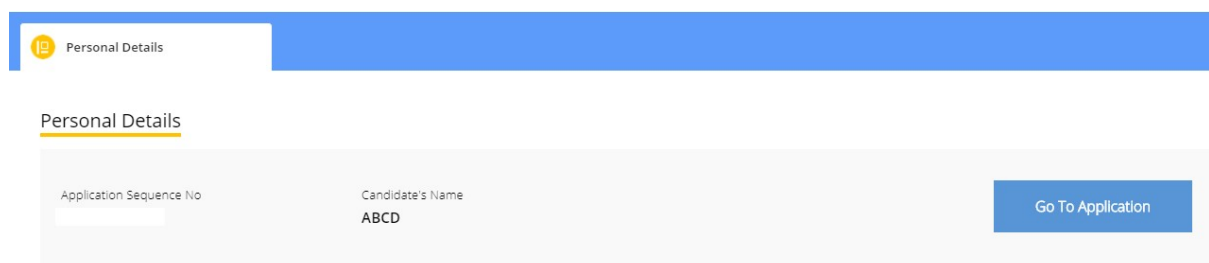
Type the text shown in the image above.
Enter 7 characters. No spaces.
No special characters.

Help

☒ I Agree

Register

3. Once the registration is completed, form will be redirected to Application Page. Applicant has to click on **Go To Application** Button here.



Personal Details

Application Sequence No

Candidate's Name
ABCD

Go To Application

Login Page

- Applicant can also reach above Application page via below Login page using the credentials received on email.

CANDIDATE LOGIN

Login to Fill / Submit / View Application Form

User Id *

Enter User Id

Password *

Enter Password

Login

[Forgot Password?](#) [Change Password?](#)

- After clicking on **Go To Application button** (mentioned in step 3), application will be redirected to below page where applicant has to fill **Personal Details**, **Eligibility Details** and **Declaration** Tabs.

Personal Details

Personal Details

Eligibility Details

Declaration

Personal Details

Candidate's Name *

ABCD

Father's Name *

FATHER'S NAME

Please enter your father's name strictly as per your Matriculation /10th certificate/SSC

Mother's Name *

MOTHER'S NAME

Marital Status *

Select Marital Status

Nationality *

Indian

Aadhar Number

Please enter Aadhar Number

Religion *

Select Religion

SAVE & NEXT

Eligibility Details

Personal Details

Eligibility Details

Declaration

Post Applied Details

Post Category *

Regular Non Executive Category Posts

Centre Choice 1 *

Select Centre Choice 1

Centre Choice 2 *

Select Centre Choice 2

Centre Choice 3 *

Select Centre Choice 3

NOTE : The right to allot the test centre is at the discretion of management of DMRC.

Social category *

Select Social Category

Gender *

Select Gender

SAVE & NEXT

Declaration (Photo , Signature , Caste Certificate if any, J&K Domicile Certificate if any to be uploaded here)

The screenshot shows a web form with a blue header bar containing three tabs: 'Personal Details', 'Eligibility Details', and 'Declaration'. The 'Declaration' tab is active. Below the header, the section is titled 'Documents to be Uploaded'. It contains four upload instructions, each with a 'Click here to upload' button: 'Upload your recent passport size color Photograph (not more than 3 weeks old).', 'Upload your scanned Signature.', 'Upload your J&K Domicile Certificate.', and 'Upload your Caste Certificate.'. Below this, the 'Declaration' section contains a text box with a declaration statement: 'I hereby, solemnly declare that information provided by me in the form is true to the best of my knowledge and belief. I understand that my candidature is subject to the conditions laid down in the advertisement brochure. I further declare that I am not involved in any criminal case and/or no such case is pending against me in any court of law.'

6. Enter **Captcha**, Check the **I Agree** box and then Click on **Submit** Button. Preview button can be used to check the details filled by the candidate before submitting the form.

The screenshot shows a Captcha challenge with a colorful background and the text 'kq y2 i7j'. Below the image is a text input field and a 'Get New Image' button. To the right of the input field is a 'Help' button. Below the Captcha section, there is a checkbox labeled 'I Agree' which is checked. At the bottom, there are two blue buttons: 'Preview' and 'Submit'.

7. After clicking on Submit Button, form will be redirected to below page. Here Click on **Qualification Details Tab** to apply for different posts.

The screenshot shows a web form with a blue header bar containing two tabs: 'Personal Details' and 'Qualification Details'. The 'Qualification Details' tab is active. Below the header, the section is titled 'Qualification Details'. It contains a green bar with the text 'Your Selection' and two buttons: 'Create new Application' and 'Refresh'. Below this, there is a text box with the text 'Account 0 to 0 of 0 Entries.' and a footer with the text 'Version 13.07.01'.

8. In Qualification Details Tab, applicant must click on **Create new Application** button for applying under different posts subjected to eligibility.
9. After clicking on **Create new Application** button, applicant will be redirected to below page. Here candidate can select the posts for which they want to apply. Various posts can be seen under **Post Applied** label.

Qualification Details

Post Applied details

Post Category *
Regular Non Executive Category Posts

Date of Birth *
03/23/1993

Age as on 01.12.2019 *
26Years 8Months 9Days

Applying Category *
Please select Applying Category

Post Applied *
---Select---

Post Code *

Jr. Engineer - Electrical
Jr. Engineer - Electronics
Jr. Engineer - Civil
Jr. Engineer - Environment

10. Various Applying category on the basis of Social Category is also available on this page.

Post Category *
Regular Executive Category Posts

Date of Birth *
06/07/1989

Age as on 01.12.2019 *
30Years 5Months 25Days

Applying Category *
---Select---

UR
OBC
SC
ST
EWS

Gender *
Male

Were you originally domiciled in the state of Jammu a
No

Duration of Service as on 01.12.2019 *
9Years 9Months 28Days

Post Applied *
Asstt. Manager - Electrical

11. Applicant must fill the entire form according to the eligibility mentioned in the advertisement. Then applicant must Enter **Captcha**, Check the **I Agree** box and then Click on **Submit** Button. Preview button can be used to check the details filled by the candidate before submitting the form.

Captcha
kq y2 i7j
Get New Image

Type the text shown in the image above.
Enter 7 characters. No spaces.
No special characters.


Help


☒ I Agree



Preview Submit

12. After clicking on **Submit** button, applicant will be redirected to payment page. Here applicant can pay the application fees online.

13. After the payment is successfully completed by the applicant, the payment page will be redirected to below page. Here candidate can print the application form by clicking on **Print** button available at Top Right corner of the page.

 Print




DELHI METRO RAIL CORPORATION LTD.
(Metro Bhawan, Fire Brigade Lane, Barakhamba Road, Delhi-110001)

 Applicant Details  Payment Slip

Post Applied details

Post Category	Regular Executive Category Posts	Post Applied	Asstt. Manager - Civil
Post Code	RE03	Date of Birth	07/Jun/1989
		Applying Category	UR



14. Applicant can download the payment slip by clicking on Payment Slip Tab.

 Applicant Details  Payment Slip

Payment Slip



Click [here](#) to download Payment Slip .


15. Now, if the applicant wants to apply for different post in the same post category, then the applicant must Login again and click on **Create new Application** button and repeat the steps no. **9 to 13**.

 Personal Details  Qualification Details

Qualification Details

Your Selection

Create new Application  Refresh 

Action	Payment Status	Applicable Fee	Post Category	Post Applied For	Application Number
	S	250	Regular Non Executive Category Posts	Customer Relations Assistant	DMRC1000216

Account 1 to 1 of 1 Entries.