



**BANGALORE METRO RAIL CORPORATION LIMITED**  
(Joint Venture of Govt. of India & Govt. of Karnataka)  
III Floor, BMTC Complex, K.H. Road, Shanthinagar,  
Bengaluru- 560027.

No. BMRCL/HR/0025/PRJ/2025

Date 31.12.2025

**NOTIFICATION FOR CONTRACT APPOINTMENT**

BMRCL invites applications from qualified and experienced officers for appointment to the following positions in the Project Wing. The appointment will be on a Contract basis.

Sl. No	Name of Post	No. of posts
1	Company Secretary	01

Last date for receipt of online applications is 26/01/2026, and for receipt of signed print copy along with supporting documents is 04.00 PM on 30/01/2026.

For details regarding eligibility criteria, salary, application process and other information, please visit our website: [www.bmrc.co.in](http://www.bmrc.co.in) / Career Section

Sd/-  
General Manager (HR)



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**NOTIFICATION FOR CONTRACT APPOINTMENT**

Bangalore Metro Rail Corporation Limited, a Joint Venture of the Government of India and the Government of Karnataka, is a Special Purpose Vehicle (SPV) entrusted with the responsibility of implementing the Metro Rail Project in the city of Bengaluru.

BMRCCL invites applications from qualified and experienced officers for appointment to the following positions in the Project Wing. The appointment will be on a Contract basis.

**I. NAME OF THE POST AND AGE LIMIT:**

Name of Post	No. of posts	Grade	Age Limit
Company Secretary	01	E5	48 Years

**II. QUALIFICATION AND EXPERIENCE:**

Name of the Post	Educational Qualification	Experience Criteria
Company Secretary	An Associate / Fellow Member of the Institute of Company Secretaries of India (ACS/FCS). An additional qualification in law (LLB/LLM/CMA/CA) is desirable.	<p>The candidate should have a minimum of 17 years of experience, of which at least six (6) years should be as Manager or equivalent in the IDA pay scale of ₹60,000-1,80,000 or four (4) years as Senior Manager or equivalent in a Government organization / PSU / company of repute serving as a Company Secretary. And should be well versed with all secretarial compliances. The candidate should possess a thorough understanding of compliance management of a large-scale Public Limited Company under the Companies Act, 2013, along with applicable rules, regulations and standards, along with other corporate laws applicable to the organisation.</p> <p>Should be familiar with working in a computerised environment. Practical experience with relevant computer applications related to the job is desirable.</p> <p>Proficiency in the Kannada Language is essential.</p>

### **III. PAY AND ALLOWANCES:**

<b>Pay and Allowances</b>	<b>CONSOLIDATED PAY</b>
Company Secretary	Rs. 1,64,000/-
<b>Allowances</b>	GPA, GMC, Transport and applicable allowances as per the prevailing Rules of the Company.

### **IV. PERIOD OF CONTRACT APPOINTMENT:**

1. The tenure of the contract appointment will be initially for a period of 5 years and extendable based on performance and requirement.
2. The contract of appointment may be terminated by either side by giving 3 months' notice or by paying the contractual remuneration in lieu of notice period, if the circumstances so warrant.

### **V. GENERAL INSTRUCTIONS:**

1. Candidates who have been shortlisted only will be called for an interview.
2. Post-qualification experience will only be considered. Mere possession of minimum experience does not confer any right to be called for interview/selection.
3. In case a suitable candidate is not found for the post of Deputy General Manager, the post may be considered at one level below.
4. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection/appointment shall be a disqualification.
5. Selection will be made through an interview by a Committee constituted by the competent authority.
- 6. Proficiency in the Kannada language, i.e. to read, write and speak, is essential.**
7. Documents in support of qualification and relevant experience shall be sent along with the application. Non-submission of documents along with the application will lead to rejection of the application at any stage during the process of recruitment.
8. BMRCL reserves the right to cancel the notified vacancies at its discretion at any stage of the recruitment process, and such a decision will be final and binding on all.
9. BMRCL reserves the right to assess the fitness or otherwise of the candidates selected.
10. BMRCL shall not be liable for any damage/injury/loss to the individual, if any, sustained during the entire recruitment process and journey.

11. BMRCL reserves the right to cancel the notified vacancies at its discretion, and such a decision will be final and binding on all.
12. Any candidate found guilty of impersonation or submitting fabricated documents or making statements which are false or incorrect or indulging in suppression of facts, attempting to use unfair means for the purpose of recruitment, his application will be liable for rejection.
13. Candidate should ensure that he/she fulfil the eligibility and other norms mentioned in the Advertisement. Furnishing false information will be a disqualification, and BMRCL will not be responsible for any consequences thereof.
14. In order to avoid last-minute rush and inconvenience, the candidates are advised to apply well before the closing time and the date of the online application process. BMRCL will not be responsible for any network problems/interruptions in the submission of online applications due to any reason whatsoever or any other problem which arises at the candidate's end, during the entire period of online application on the website of BMRCL.
15. Candidates should have a valid personal E-mail ID and Mobile Number. It should be kept active during the entire recruitment process.
16. The shortlisted candidates will be informed by email/SMS to appear for an interview as and when called, at their own cost.
17. Incomplete applications will be summarily rejected.
18. For candidates already working in Central/State PSUs, Government Dept., the management may consider giving Pay protection to such candidates in deserving cases.

#### **VI. PROCEDURE FOR SUBMITTING APPLICATION AND SELECTION PROCESS:**

1. Candidates are required to read the entire vacancy notification and the instructions carefully to make themselves familiar with the eligibility criteria, age, other conditions, etc., for the desired post and all the related information, instructions of this recruitment process.
2. To access the online application, candidates are required to visit the BMRCL website [www.bmrc.co.in/careers](http://www.bmrc.co.in/careers) for the desired recruitment notification for which the online application is to be filled.
3. Candidate shall select the post applied for and fill in the requisite details in the online application form.
4. After submitting the application form online on the BMRCL careers website, candidates are required to save & print the computer-generated online application form, affix the latest passport-size photo and send the hard copy of the application form along with self-attested copies of all the supporting documents to the address mentioned below.

**List of self-attested documents to be enclosed: -**

- Affix the original passport-size photograph on the submitted online application form.
- Age Proof – Copy of Birth Certificate / 10th Std. Certificate
- Educational Qualifications (from 10<sup>th</sup> Std. to last qualified degree)
- Service Certificate
- Experience Certificates (if any, in addition to service certificate).
- NOC/Through Proper Channel letter (wherever applicable)
- Copy of the detailed Resume / Bio data / CV
- Any Other relevant certificates (if any)
- Candidates already working in Central Government / State Government / Autonomous Body / Public Sector Undertaking who could not produce NOC along with application are required to produce “NO OBJECTION CERTIFICATE” from the present employer at the time of Application Verification, failing which his/her candidature will not be considered. Other claims, such as an undertaking to resign in the event of selection, an acknowledged copy of the applied NOC/Resignation Letter, Experience Certificate, etc., shall not be considered in place of NOC.

**VII. LAST DATE FOR RECEIPT OF APPLICATIONS:**

Last date for receipt of online applications is 26/01/2026, and for receipt of signed print copy along with supporting documents is 04.00 PM on 30/01/2026.

Applications should be sent through Speed Post/ courier to

**General Manager (HR),**

Bangalore Metro Rail Corporation Limited,

III Floor, BMTC Complex, K.H. Road, Shanthinagar, Bengaluru 560027

**Superscribing the envelope as: “APPLICATION FOR THE POST OF COMPANY SECRETARY**

For clarification, contact- ([helpdesk@bmrc.co.in](mailto:helpdesk@bmrc.co.in)).

Sd/-  
General Manager (HR)