

Note:

Online application is available on Google Chrome, Mozilla Firefox & Internet Explorer browsers. Kindly ensure pop ups are allowed in your browser.

For making online application, candidate needs to register him/her self as per the “CANDIDATE REGISTRATION PROCESS” described below. After registration candidate will be receiving an email for verification. After verification candidate can go through the “CANDIDATE APPLICATION PROCESS” as described below.

Candidates are requested to upload the Attachments listed below.

1. **Passport size photo**
2. **Signature**
3. **Education certificates**
4. **Employment certificates**

CANDIDATE REGISTRATION PROCESS

Registration URL:

https://erp.metrorailnagpur.com/sap/bc/webdynpro/sap/hrrcf_a_candidate_registration?sap-client=300&sap-language=EN#

Candidate needs to fill the details as mentioned in the below screen. Once registered, candidate will be receiving the verification email for confirming the validity of the email. After confirmation, candidate can log on to the candidate application portal for application towards job advertisement posted by MAHA Metro.

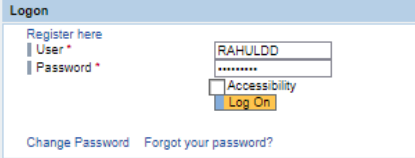
The screenshot shows a web form titled "Registration". At the top, it asks "Do you want to find out more about your career options in our company?" and provides a brief introduction. The form is divided into several sections: "Name" with fields for First Name, Second Name, and Last Name; "User Data" with fields for User Name, Password, Repeat Password, E-Mail, and Repeat E-Mail; and a "Data Privacy Statement" section with a checkbox for acceptance. A warning icon and text are present below the E-Mail field, stating: "Make sure that the specified e-mail address is correct. This is necessary as we will contact you via the specified e-mail address."

An email will be sent to the email id provided by candidate during the registration. Candidates are requested to click on the verification link to proceed for job application

CANDIDATE APPLICATION PROCESS

Log in to the candidate application link

https://erp.metrotrainnagpur.com/sap/bc/webdynpro/sap/hrrcf_a_startpage_ext_cand



The screenshot shows a standard SAP Logon dialog box. It features a title bar labeled 'Logon'. Below the title bar, there is a 'Register here' link. The main area contains three input fields: 'User' with the text 'RAHULDD', 'Password' with masked characters '*****', and 'Accessibility'. A 'Log On' button is positioned below the password field and is highlighted in yellow. At the bottom of the dialog, there are two links: 'Change Password' and 'Forgot your password?'.

Before application candidate needs to build up the profile by filling the information required in the below displayed tabs.

- Personal Data
- Education/Training
- Work Experience
- Preferences
- Attachments (*Compulsory uploading of the Passport size photo, Signature, Education & Employment certificates*)
- Overview & Release

SAP Candidate Profile Employment Opportunities

My Profile Personal Settings Change User Name Delete Registration

My Profile

1 Personal Data 2 Education/Training 3 Work Experience 4 Preferences 5 Attachments 6 Overview and Release 7 Completed

< Previous step Next Step >

What is your personal data and how can we contact you?

Form of Address: -- Select --
 Title: -- Select -- Second Title: -- Select --
 Name Affix: -- Select --
 First Name: Pramod Second Name:
 Last Name: * Arvapalli Name Prefix: -- Select --
 Gender: Male
 Date of Birth:

Once all the data is filled, click on “Complete”. This will help us track your profile.

SAP Candidate Profile Employment Opportunities

My Profile Personal Settings Change User Name Delete Registration

My Profile

1 Personal Data 2 Education/Training 3 Work Experience 4 Preferences 5 Attachments 6 Overview and Release 7 Completed

< Previous step Complete

Do you want to be considered for open job vacancies?

I want to release my profile in order to be considered for other employment opportunities as well.
 For this purpose, other recruiters can access my data in accordance with the data privacy statement.

Confirm that you accept our data privacy statement
[Data Privacy Statement](#)
 We endeavour to ensure that the data you submit to us remains confidential and is used only for the purposes stated in the data privacy statement.

Yes, I have read the data privacy statement and I accept it

Complete

Form.pdf 1 / 2

Data Overview

Once the profile is built, proceed towards job application by clicking on “Employment Opportunities”.

SAP

Candidate Profile **Employment Opportunities**

Job Search Application via Reference Code Favorites My Applications Job Agents

Job Search

Are you looking for an interesting new job?
 We are constantly looking for talented and motivated new employees who can contribute to the success of our company. Take a look at our employment opportunities!
 You can restrict the search result by specifying search criteria.

Start Reset Save Search Query Delete Search Query Save as Job Agent

You can save your search criteria for later reuse
 Search Query: -- No search query saved --

Full Text Search
 Keywords:
 Search Method: With at least one of the words

Search Criteria for Employment Opportunities

You will be directed to the job advertisements posted by MAHA metro. Select the applicable job posting

Job Search

The information is displayed in a new window. If the display of additional windows is currently suppressed by a pop-up blocker, you must first deactivate this setting.

Are you looking for an interesting new job?
 Here you can submit an application directly for an employment opportunity. Choose "Apply" to start the application wizard.
 Choose "Create Favorite" to add the job posting to your list of favorites.
 You can also change your entry and restart the search.

Return to Search

Search Criteria

The search was not restricted

Click here to select the job posting

Search Result: 4 Hits

Job Posting	Functional Area	Country	Employment Start Date	Published	Favorite	Application from
Req for Section Engineer	Central PSU		18.04.2018	01.02.2018	<input type="checkbox"/>	01.02.2018
Requirement for POA	Central PSU			30.01.2018	<input type="checkbox"/>	
Requirement for FI Consultant	Central Government		01.03.2018	20.01.2018	<input checked="" type="checkbox"/>	
TEST				08.01.2018	<input type="checkbox"/>	

Apply Create Favorite Save Search Query Tell a Friend

Click here to apply

Click on "Continue"

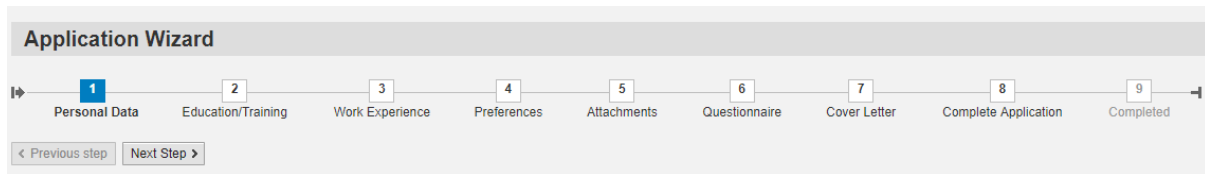
Application Wizard

Welcome, Rahul Deshmukh

Do you want to continue submitting an application for this employment opportunity? The information for your resume that you have already entered is still available to you. Choose "Continue" to view your resume again or enter additional information to it.

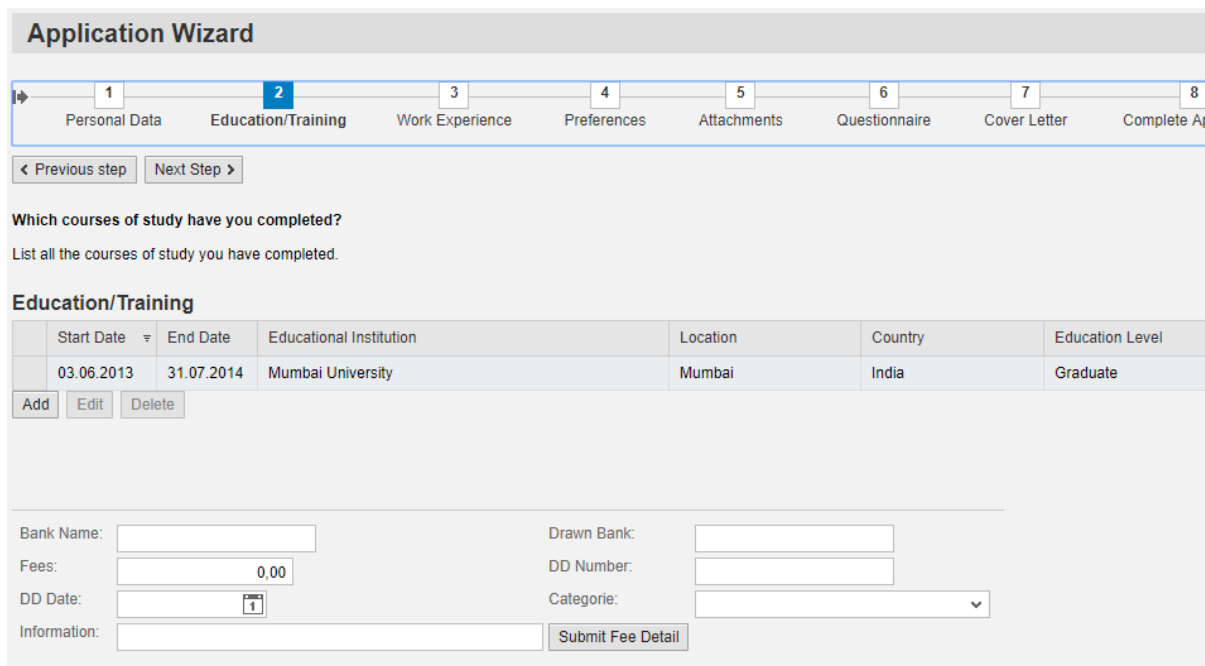
Continue

Candidate data will be displayed which is updated at the home page of candidate application portal. Candidates are requested to check all the details are correctly filled.



NOTE:

Candidates are requested to fill their DD details (if applicable) in “Education & Training” tab while applying for job posting. Once the details are entered click on “Submit Fee details”



Candidates are required to provide answers to the questions listed in “Questionnaire” section of the job application portal. Without submitting the answers candidate will not be allowed to apply for the job.

Application Wizard

1 Personal Data 2 Education/Training 3 Work Experience 4 Preferences 5 Attachments 6 Questionnaire

< Previous step Next Step >

Before you submit an application, answer the following questions: You can change the information in the questionnaire at any time until you submit your application.

TESTNMRCCL

Reset

TEST 1

Not Specified
 Yes
 No

TEST 2

Not Specified
 Above
 Below

Reset

Once all the details are verified click on “Send Application” for further processing of MAHA Metro.

Application Wizard

1 Personal Data 2 Education/Training 3 Work Experience 4 Preferences 5 Attachments 6 Questionnaire 7 Cover Letter 8 Complete Application

< Previous step

You can now submit your application.

I want to release my profile in order to be considered for other employment opportunities as well.
For this purpose, other recruiters can access my data in accordance with the data privacy statement.

Yes, I have read the data privacy statement and I accept it [Data Privacy Statement](#)

Send Application Now [Click here to send application to MAHA Metro](#)

Data Overview

-----End of Job Application Process-----