



# MSME- TECHNOLOGY CENTRE, BHOPAL

Plot No.259/2,261,267/2/1,  
Industrial Area with special Educational Zone, Acharpura, Bhopal – 462038  
(Madhya Pradesh)

(A Govt. of India Society and Autonomous Body under MSME)  
Micro Small & Medium Enterprises

MSME Technology Centre, Bhopal is being set up at Bhopal (Madhya Pradesh). The Technology Centre is a Govt. of India Society registered under Societies Registration Act and is functioning as autonomous body under MSME.

Applications are invited for the below mentioned Posts on Contract Basis.

SR. NO.	NAME OF THE POST & TRADE	Pay Matrix	MAX. AGE IN YEARS AS ON 31/1/2020	NO. OF POSTS
1	MANAGER (MAINTENANCE)	Rs. 67700 - 208700,Level-11	40	1(UR)
2	MANAGER (DESIGN)	Rs. 67700 - 208700,Level-11	40	1(UR)
3	MANAGER (ELECTRONICS)	Rs. 67700 - 208700,Level-11	40	1(UR)
4	SENIOR ENGINEER (TRAINING)	Rs. 44,900 - 142400, Level-7	35	1(UR)
5	SENIOR ENGINEER (PRODUCTION)	Rs. 44,900 - 142400, Level-7	35	1(UR)
6	ENGINEER (MARKETING)	Rs. 35,400 - 112400, Level-6	32	1(UR)
7	ACCOUNTS OFFICER	Rs. 35,400 - 112400, Level-6	32	1(UR)
8	STORE OFFICER	Rs. 35,400 - 112400, Level-6	32	1(UR)
9	SENIOR TECHNICIAN	Rs.29,200 - 92,300, Level-5	30	1(UR)

Age relaxable upto 5 years for SC/ST/Internal Candidates & 3 years for OBC candidates. Reservation in posts for PH candidates as per Govt. Rules

## QUALIFICATIONS & EXPERIENCE:

### SR. NO.1 - MANAGER (MAINTENANCE)

Qualification : **Essential:** Degree in Engineering (Mechanical/Production/ Electrical/Electronics/Mechatronics/Automobile) or equivalent from a recognized University / Institution. **Desirable:** PG in Engineering (Mechanical / Production/ Electrical/ Electronics/Mechatronics) or equivalent from a recognized Institute.  
Experience : **Essential :** 5 years' experience in Maintenance Department in Tool Room/ Reputed Engineering Industry out of which 3 year in responsible Position. **Preferable:** Practical Experience in preventive maintenance of sophisticated Tool Room machines including CNC Machines. Experience in use of computerized maintenance system and operation of CNC machines

### SR. NO. 2 - MANAGER (DESIGN)

Qualification : **Essential:** Degree in Engineering (Mechanical/Production/ Manufacturing Technology/Mechatronics / Automobile) or equivalent from a recognized University / Institution. **Desirable:** PG/ PG Diploma in Tool Design/ Tool Production / Management/Master in Design from recognized Institution.  
Experience : **Essential:** 5 years' experience in Production / Design Dept. of a Tool Room/ reputed Engineering Industry / organization out of which 3 years in responsible technical/ Management position. **Preferable:** Experience in Design of Tool Moulds & Press Tools etc. Experience in use of CAD / CAM/ CAE/CNC Technology for Tool Design and/ or Production. Experience of AR/VR/AI.

### SR. NO. 3 - MANAGER (ELECTRONICS)

Qualification : **Essential:** Degree in Engineering (Electronics/Electrical & Electronics / Electrical with electronics as a subject/ Mechatronics / Automobile) or equivalent from a recognized University / Institution. **Desirable:** PG Diploma in VLSI/ Embedded System / Mechatronics  
Experience : **Essential:** 5 years' experience in ESDM sector / Training Department of Tool Room / Reputed Electronics organization or Technical Institution out of which 3 years in responsible position. **Preferable:** Practical experience in planning HRD Programme, conducting courses, seminars etc./ Tool Design/ VLSI/Embedded system/ Mechatronics/AR/VR/AI. Use of modern audio visual equipment /teaching aids.

### SR. NO. 4 - SENIOR ENGINEER (TRAINING)

Qualification : **Essential:** Degree in Engineering (Mechanical/Production /Manufacturing Technology/Electronics/Electrical / Mechatronics/ Automobile) or equivalent from recognized University / Institute **Desirable:** PG/PG Diploma in Tool Design/Production/CAD/CAM/CAE/or equivalent from recognized institution.  
Experience : **Essential:** 3 Years in Tool Production/Training / Design department in Tool Room / Reputed Engineering organization. **Preferable:** Use of CAD/CAM/CAE software & modern teaching aids.

### SR. NO. 5 - SENIOR ENGINEER (PRODUCTION)

Qualification : **Essential:** Degree in Engineering (Mechanical/Production /Manufacturing Technology /Mechatronics/ Automobile) or equivalent from recognized University / Institute **Desirable:** PG/PG Diploma in Tool Design/Production/CAD/CAM/CAE/or equivalent from recognized institution.  
Experience : **Essential:** 3 Years' experience in Design / Production / Using CAD/CAM/CAE or equivalent from recognized Institute. **Preferable:** Practical experience in use of CAD/CAM/CAE for tool design and program of CNC Machine / working in CNC Machine / Preventive maintenance of sophisticated tool room machine / AR/VR/AI.

### SR. NO. 6 - ENGINEER (MARKETING)

Qualification : **Essential:** Degree in Engineering (Mechanical/Production/ Manufacturing Technology/Mechatronics/Automobile) or equivalent from recognized University /Institute. **Desirable:** PG/PG Diploma in Tool Design/Production/ Marketing management or Equivalent from recognized Institution.  
Experience : **Essential:** Nil. **Preferable:** Experience in Technical training / Marketing/ product development of Tool Room or reputed Engineering organization.

### SR. NO.7 - ACCOUNTS OFFICER

Qualification : **Essential:** Degree in Commerce from recognized University or equivalent. **Desirable:** Post Graduation in Commerce/ICWA/CA/SAS examination or equivalent from a recognized University/ Institute.  
Experience : **Essential:** 3 years in the field of Accounts, preferably in an industrial Establishment/Autonomous Bodies. Should have knowledge in accounting, budget, Balance Sheet and computerized accounting systems etc. **Preferable:** Experience in using ERP Package/ Tax Laws.

### SR. NO. 8 - STORE OFFICER

Qualification : **Essential:** Degree in Commerce from recognized University. **Desirable:** Post Graduation in Commerce/Diploma in Material Management.  
Experience : **Essential:** 3 years in inventory management in a tool room/ engineering organization. **Preferable:** Store Accounting/ Computerized store accounting / cost accounting / using ERP in Tool Production / Engineering industry.

### SR.NO. 9- SENIOR TECHNICIAN

Qualification : **Essential:** Diploma in (Mechanical/ Production/ Mechatronics with post Diploma in Tool Design/ CAD/ CAM or Diploma in Tool & Die Making/Electrical/Electronics). Exact branch would be decided at the time of recruitment. **Desirable:** Certificate course in CAD/CAM/CNC/VLSI/Embedded System/ Automation/ Mechatronics from recognized Institution.  
Experience : **Essential:** 2 years tool making in reputed Tool Room/ Industrial Establishment with exposure to CNC Programme/ Planning & Machinery / Tool tryout, Assembly/Quality Control/ Critical Machining, Heat Treatment. Experience in VLSI Embedded system/ Mechatronics. **Preferable:** Experience in operation, programming CNC machines/ Maintenance of CNC machines.

The Desirous candidate may send their application super scribing on the envelop 'Application for the post of -----'and **APPLICATIONS MUST REACH WITHIN 30 DAYS FROM THE DATE OF PUBLICATION OF THIS ADVERTISEMENT TO:** THE Deputy General Manager, MSME Technology Centre Bhopal, P-31, MPLUN Building, 35, Sultaniya Road, Imami Gate, Bhopal - 462001 (Madhya Pradesh) India .

**PERKS & ALLOWANCES:** These posts besides pay band carry attractive fringe benefits such as Dearness Allowance, House Rent Allowance, Transport Allowance, LTC, CPF, Gratuity, Group Insurance, Medical Reimbursement facility, etc. Higher start in salary can be considered for exceptionally meritorious, qualified and experienced candidates.

**HOW TO APPLY:** The Interested Candidates should send their bio data as per the format cited below along with self-attested copies of certificates for the above post(s). The candidate belongs to OBC category must enclosed the copy of the certificate from the competent authority certifying that he does not belong to Creamy Layer category. Incomplete application will be rejected. If information provided is found false at any stage the candidature will be liable for rejection. . Persons working in Govt. and Quasi Govt. or Public Sector undertaking should apply through proper channel with an advance copy. Please write on the envelope name of the post applied for. To & fro Rail/Bus fare will be reimbursed on production of proof to the candidates attending the interview as per the rules. The center reserves the right to short list and call limited number of candidates for test/interview.



**12. Educational & Professional Qualifications: Matriculation/SSLC onwards (as on 31.01.2020)**

Examination Passed	Name of the Institution/ University	Subjects studied in detail	Date, Month & year of passing	%age of aggregate marks

**13. Particulars of past experience including the present occupation/ job (as on date)**

Name of the employer(s) etc. & the nature of activities carried out by them	Designation	Period of service		Length of service		Nature of duties performed in detail	Remarks (reason for leaving service)
		From	To	Year	months		

**14. Languages known: (Mark “✓” in the appropriate box)**

Sr. No.	Language	Read	Write	Speak

**15. Registration No., if registered with Employment Exchange:** \_\_\_\_\_**16. Any other information:** \_\_\_\_\_

I .....hereby declare that all statements made in this application are true, complete & correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/appointment is liable to be cancelled/terminated. I hereby agree that any legal proceedings in respect of any matter(s) or claims or disputes arising out of this application and/or out of the said advertisement can be instituted by me only at Bhopal and Courts/Tribunals/Forums at Bhopal only shall have sole and exclusive jurisdiction to try any cause/dispute. I undertake to abide by all the terms and conditions in the advertisement given by MSME Technology Bhopal.

**Place:****Date:****Signature of the Candidate****NOTE : Use separate sheet for qualification and experience if required**