



Ministry of Micro, Small and Medium Enterprises
Government of India

MSME TECHNOLOGY DEVELOPMENT CENTRE
(Process Cum Product Development Centre)
(A GOVT. OF INDIA SOCIETY)

MINISTRY OF MSME, FOUNDRY NAGAR, AGRA-282006

MSME Technology Development Centre (PPDC), Agra is a National Centre, set up and established by Government of India under Ministry of MSME for development of small scale casting and forging industries, invites applications from dedicated and result oriented personnel for the following posts, on the pay band, Grade Pay and age limit as given below :

S. No.	Name of the Post	No. of Posts				Pay Band and Grade Pay	Max. Age as on 31.07.2019
		Gen.	SC	ST	OBC		
1.	Assistant Director (Training)	1	-	-	-	Level-10 as per 7th CPC (56100-177500/-)	40 years, relaxable upto 5 years for SC/ST/Internal Candidates and 3 years for OBC
2.	Field Officer (Heat Treatment)	1	-	-	-	Level 6 as per VIth CPC (35400-112400/-)	40 years relaxable upto 5 years for SC/ST/Internal Candidates and 3 years for OBC

Complete information about application proforma, eligibility, terms & conditions and other requirements are available on our website www.msmeppdc.com





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12x10 cm

QUALIFICATION & EXPERIENCE:

S.No.1- Assistant Director (Training) - UR

Qualification : (a) **Essential:** Degree in Mechanical/ Metallurgical/ Production/Electrical & Electronics/Computer Science Engineering/IT from a recognized university/Institution or equivalent.

Experience: (a) Essential: 3 years experience in providing/coordinating training activities in an organization of repute in the areas of technical training in Machine Shop/CNC/CAD/CAM/Computer Science. **(b) Preferable:** Practical experience in planning, HRD conducting courses/seminars etc. Experience in use of modern audio/visual equipment teaching aids & preparation of course material.

S.No.2 - Field Officer (Production-Heat Treatment) - UR

Qualification: Degree/Diploma in Mechanical/ Metallurgical/ Production/Electrical & Electronics/Computer Science Engineering/IT from a recognized university/Institution or equivalent.

The candidates selected shall be liable to serve anywhere in India. The candidates selected shall be eligible for other fringe & benefits such as EPF, Gratuity, Leave, LTC etc. as applicable in the Centre.

How to Apply : Application indicating the Name, date of birth, Caste (SC/ST/OBC/General) address of correspondence, educational qualifications and experience, post held, salary drawn, nature of job etc. affixing a recent passport size photograph on the right top corner of the application and enclosing a non refundable cross demand draft/postal order of Rs.500/- excepting SC/ST candidates, drawn in favour of "Principal Director, Process and Product Development Centre, Agra" shall be sent to the Principal Director, MSME- Technology Development Centre(PPDC), Foundry Nagar, Agra-282006, Uttar Pradesh, so as to reach within 20 days after publication of this advertisement. The envelope should be super scribed with the name of post applied for. Applicant must also enclose self attested copies of certificates, possessing the essential and desirable qualifications and experience, date of birth etc. with the application. Candidates employed in Govt./Quasi Govt. and PSUs should apply through Proper Channel or produce NOC from their Employer at the time of interview. Candidates applying for more than one post should submit separate applications. Mere fulfillment of the eligibility norms will not entitle a candidate to be called for interview and the decision of the management in this regard shall be final and binding. Candidates called for interview shall be reimbursed to the extent of III AC (To & Fro) rail fare for the shortest route on producing of the tickets on which the journey has been performed.

FOR OFFICE USE ONLY	
S. No.	

Space
for
Photograph

**This Form to be filled only in English
Do attach all certificates and testimonials.**

Post applied for :

Advertisement No. :

Name of the applicant :

Father's Name :

Date of Birth(DD/MM/YY) :

Age as on 31/07/2019 Year Month Days

Present Address :

Pin Code

Contact No. :

E-mail ID :

Permanent Address :

Pin Code

Category :

(Specify General/SC/ST/OBC)

Educational & Technical Qualifications :-

S. No.	Examination Passed	Trade/Main Subject	Year of Passing	% of Marks /Grade	Remarks

Additional Qualification/ Training (if any) : _____

Work Experience Details :

S. No	Name of the Employer	Post Held	Department	Duration		Nature of Work	Reason for leaving
				From	To		

Extra-curricular activities : _____

Marital Status : Married/Unmarried/Widow

Additional information,if any : _____

Present Salary	Basic	Other allowances	Total

References: Name & Address of two persons who can give reference about you.

(i) _____ (ii) _____

DD No: _____ **Amount:** _____

Dated: _____ **Drawn On:** _____

I hereby certify that the stated information is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. In case, I have given wrong information or suppressed any material fact or factual information, then my service are liable to be terminated without giving any notice or reason thereof.

Place :

(Signature of Applicant)

Date :

Note: Enclose self attested copies of educational qualification & experience certificate in relevant field, date of birth proof, caste certificate (if SC/ST/OBC).