



MSME TECHNOLOGY DEVELOPMENT CENTRE (PPDC)

(Process Cum Product Development Centre)

(A Govt. of India Society)

Ministry of MSME, Foundry Nagar, Agra-282006

**Invite applications for Manpower Engagement on
Contract Basis**

For Further details please visit our Website www.ppdcaagra.dcmsme.gov.in

8x3

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 01.07.2021
		Gen.	SC	ST	OBC		
1.	Senior Draughtsman (Mechanical)	01	-	-	-	Level 5 as per VIIth CPC i.e.29200-92,300/-	35 years relaxable upto 5 years for SC/ST/Internal candidates & 3 years for OBC
2.	U.D.C.	01				Level 4 as per VIIth CPC i.e.25500-81100/-	35 years relaxable upto 5 years for SC/ST/Internal candidates & 3 years for OBC
3.	Laboratory Assistant	01				Level 4 as per VIIth CPC i.e.25500-81100/-	30 years relaxable upto 5 years for SC/ST/Internal candidates & 3 years for OBC
4.	Training Co-ordinator Cum Clerk	02			01	Level 2 as per VIIth CPC i.e.19900-63200/-	30 years relaxable upto 5 years for SC/ST/Internal candidates & 3 years for OBC
5.	M.T.S.(Peon)	01				Level 1 as per VIIth CPC i.e.18000-56900/-	25 years relaxable upto 5 years for SC/ST/Internal candidates & 3 years for OBC
6.	M.T.S.(Watchmen)	02	-	-	01	Level 1 as per VIIth CPC i.e.18000-56900/-	25 years relaxable upto 5 years for SC/ST/Internal candidates & 3 years for OBC

S.No.1 -Senior Draughtsman (Mechanical)

Qualification :

Essential : ITI in Mechanical Draughtsman from recognized institute

Desirable : Certificate Course in CAD

Experience :

Essential : Minimum 5 years experience in the trade.

S.No.2 -U.D.C.

Qualification :

Essential : Graduate in Arts/Commerce/Science from any recognized University with certificate course in computer application from any recognized/reputed institute

Desirable : Knowledge of typing work in English speed of not less than 40 w.p.m. & working with computer.

Experience :

Essential : 8 years experience in Govt./Semi Govt./Reputed Pvt.Organization dealing With General Administration and Accounts.

Preferable : Preference will be given to candidates having experience in Hindi typing.

S.No.3 -Laboratory Assistant

Qualification :

Essential : Graduate from recognized University/Institute.

Experience :

Desirable : 1 years experience in Chemical analysis/Metallography in reputed lab/factory.

S.No.4 -Training Co-ordinator cum Clerk

Qualification :

Essential : Graduate in any discipline from a recognized University/Institute.

Experience :

Essential : 1 years experience in activities like Co-ordinating training, handling online services, App based services etc.

Desirable : Knowledge of Computer with good communication skill both in English and Hindi.

S.No.5 -M.T.S.(Peon)

Qualification :

Essential : 10th class pass from the recognized Board.

S.No.5 -M.T.S.(Watchman)

Qualification :

Essential : 10th class pass from the recognized Board.

Experience :

Essential : 2 years experience in any establishment in watch and ward duties.

The recruitment will be on contract basis for a period of 5 years initially, with further extension on review of performance, till the incumbent attain the age of superannuation. 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: Only Online 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. and a recent passport size photograph and a non refundable Online fee of **Rs.500/- excepting SC/ST candidates, shall be submitted online within 15 days after publication of this advertisement.** Applicant must also uploaded 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. 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. Online application may be submitted through our website www.ppdcagra.dcmsme.gov.in.
