

CENTRAL TOOL ROOM & TRAINING CENTRE
(A Government of India Society-Ministry Of Small Scale Industries)
Bonhooghly Industrial Area, Kolkata – 700 108

REQUIRES
GENERAL MANAGER

Central Tool Room & Training Centre (CTTC), Kolkata, has been set up under Technical Cooperation Programme between the Government of India and Government of Denmark. The Tool Room is a Government of India Society, registered under Societies Registration Act and is functioning as autonomous body under Small Industries Development Organisation (SIDO), Ministry of Small Scale Industries, Government of India. The main objective of the Tool Room is to provide support service to the Micro Small & Medium Industries by providing, precision quality tooling and trained manpower with hands-on exposure to the state-of-the-art machinery in the area of Tool Engineering.

The General Manager, being the Executive Head of CTTC, shall be responsible for day-to-day management and affairs of the Society and shall exercise his powers under the direction, superintendence and control of the Chairman of the governing council. It shall be the duty of the General Manager to coordinate and exercise general supervision over all the activities of the CTTC.

Applications are invited from Citizens of India for the post of General Manager (Scale of Pay – Rs.16400-450-20000) in CENTRAL TOOL ROOM & TRAINING CENTRE, KOLKATA, which is proposed to be filled up on contract basis for a period of 5 years initially with further extension based on the review of performance. The details regarding eligibility condition etc. are as under:

Educational Qualification

- a. **Essential** : Degree in Mechanical/ Production Engg. Or equivalent from a recognized University/Institution.
- b. **Desirable** : Post Graduate qualification in Engineering/Technology/ Management from recognized University/ Institution.

Experience

- a. **Essential** : 15 years experience in Production/Training Department of a tool Room/reputed Engineering Industry of which 10 years in a responsible technology/ Management position

- b. Desirable** : Implementation & Management of Engineering Projects, experience in use of computerized MIS including reverse engineering, Rapid Prototyping, CAD/CAM and CNC Technologies etc. and experience in Administration, Finance & Labour Management.
- Scale of Pay** : Rs.16400-450-20000. The post besides basic pay, carries allowances as per government rules.
- Age** : Below 50 years (relaxable up to 5 years for SC/ST/Internal candidates & 3 years for OBC candidates).
- Duration of Appointment** : The appointment will be made on contract basis for a period of 5 years initially with further extension based on review of performance.

Applications, in duplicate, indicating the name of the applicant, date of birth, SC/ST or General, permanent address, complete address for correspondence, details of educational qualification & experience, stating the name of organization served, post held, salary drawn, nature of job, current salary along with a recent passport size photograph should be sent at the following address within 30 days from the date of publication of this advertisement.

A brief self-assessment regarding the suitability for the post should also be enclosed by the applicants. Applicants must also enclose attested copies of certificates and date of birth with their application. Incomplete application would be rejected. Persons working in Government, Quasi-Government or public sector should apply through proper channel with advance copy. Giving false information and canvassing in any manner will render the applicant ineligible for the post.

Applications, along with all enclosures, may be sent to the "**Industrial Adviser (E/TR), Office of the Development Commissioner (SSI), 7th Floor, A Wing, Nirman Bhavan, Maulana Azad Road, New Delhi-110011**".