

**STATE INFRASTRUCTURE AND INDUSTRIAL DEVELOPMENT
CORPORATION OF UTTARAKHAND LIMITED (SIIDCUL)**

29 , IT Park, Dehradun-248001

Ph- 0135-2708100, 2608092,

Fax - 0135-2708109 Website:- www.siidcul.com

Recruitment Notice – 02 / 2016

State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL) is a Government of Uttarakhand enterprise engaged in industrial development activity in the State of Uttarakhand. Applications are invited from eligible candidates in the prescribed form for recruitment of following vacant posts in SIIDCUL:-

Sl.	Post	Pay Band and Grade Pay	Category	No. of Post
1.	Manager (Electrical)	15600-39100 (Grade Pay-5400)	UR	01
2.	Regional Manager	15600-39100 (Grade Pay-5400)	UR	01
3.	Assistant Manager (Accounts)	9300-34800 (Grade Pay-4800)	UR SC OBC	05 02 01
4.	Receptionist	5200-20200 (Grade Pay-2400)	UR	01
5.	Driver	5200-20200 (Grade Pay-1900)	UR SC	04 01

1. Age:

The candidate must have attained minimum age of 21 years for the posts mentioned at (Sl. No. 1 to 3) and 18 years for the posts mentioned (Sl. No. 4 to 5) as on 01.01.2016. The maximum age limit as on 1st January, 2016 shall be 42 years for all above posts. Relaxation in age will be admissible as per rules of Government of Uttarakhand to the candidates belonging to Scheduled Caste, Scheduled Tribe and Other Backward Classes. Government servants must submit their application through proper channel. In case of departmental staff relaxation in maximum age may be granted, in suitable cases, as per relevant rules of the Company.

2. Qualification / Experience:

The candidate must possess the minimum qualification (s) and experience as prescribed herein below for particular post:-

Sl.	Post	Minimum Qualification (s)	Experience
1.	Manager (Electrical)	Should have a Bachelor's Degree in Electrical Engineering from a recognised University or deemed university or an institution recognised by UGC/AICTE.	Minimum 5 Years Post Qualification Work Experience.
2.	Regional Manager	Should have a Bachelor's Degree in Civil or Electrical Engineering from a recognised University or deemed university or an institution recognised by UGC/AICTE. "OR" should have a MBA or Post Graduate Diploma in Management (PGDM) or equivalent degree with major specialization in Marketing from a University/Deemed University or from any other institution recognised for this purpose by the UGC/AICTE of minimum 2 years duration "OR" should be a Graduate from any recognised University/Deemed University with minimum 50% marks.	Minimum 5 years Post Qualification Work Experience for Management or Engineering Graduates and minimum 10 Years post qualification work experience for other Graduates.

3.	Assistant Manager (Accounts)	Should have minimum M.Com (Master of Commerce) degree from any University/Deemed University.	Minimum 03 Years Post Qualification Work Experience.
4.	Receptionist	Should be a Graduate from any recognised University/Deemed University with minimum 50% marks.	Minimum 1 Year Post Qualification Experience.
5.	Driver	Should be Minimum 10 th Pass with valid Driving License for driving Personal/Commercial Vehicles.	Minimum 5 Years Work Experience as Driver.

3. Selection Procedure:

Selection for the post of manager (Electricals) shall be done on the basis of interview from the shortlisted eligible candidates. . For the posts of Regional Manager, Assistant Manager (Accounts) and Receptionist the selection from the shortlisted eligible candidates shall be done on the basis of written examination and/or interview. Selection for the post of Driver shall be done on the basis of Driving Test and interview from the shortlisted eligible candidates.

4. General Instructions:

- 4.1 A hand on working experience in a computerized environment is essential.
- 4.2 The candidate must possess fair knowledge of usages of spoken and written Hindi and English.
- 4.3 All the qualifications should have been obtained from some recognised Institution/Board/University otherwise it would not be considered.
- 4.4 No person shall be recruited unless he/ she is in good mental and bodily health and free from any physical defect likely to interfere with the efficient performance of official duties. Before a candidate is finally approved for appointment he/ she shall be required to produce a medical certificate of physical fitness.
- 4.5 A male candidate who has more than one wife living or a female candidate who has married a person already having a wife living shall not be eligible for the recruitment.
- 4.6 Applicant who is claiming to be from a or related to any specific category must submit the relevant certificate to this effect in the prescribed format issued by the competent officer/authority of the Uttarakhand State along with the application form otherwise he or she would be considered as a candidate from general category and no application subsequently submitted for change in category shall be entertained.
- 4.7 Just because applicant fulfils the eligibility criteria may not be sufficient for being called for written test and/or interview. In case the number of applicants is high applicants may be shortlisted based on qualifications and experience etc. of the individual applicant and keeping in mind the number of posts to be filled.
- 4.8 Condition regarding upper age limit may be relaxed in case of eligible departmental candidates.
- 4.9 Unless otherwise mentioned elsewhere applicants called for written test and/or interview shall have to bear travel expenses and other expenses for appearing in written test and/or interview themselves and shall not be reimbursable.
- 4.10 Any legal proceeding for any dispute or claim regarding this advertisement and/or regarding application(s) received on the basis of this advertisement can only be initiated in a court /tribunal /forum situated in Dehradun and having jurisdiction over the matter.
- 4.11 Applicant found indulging in any sort of lobbying or attempting to take any undue advantage of whatsoever manner shall be considered ineligible for recruitment.
- 4.12 For one post applicant shall submit only one application. In case where applicant submits more than one application for one and same post all his applications may be considered as ineligible.
- 4.13 Application found incomplete, wrongly filled, in any way giving confusion or unsigned or received late may not be considered.

- 4.14 If due to incomplete/wrong/unclear present address or e-mail address submitted by the applicant any information is not received by the applicant, SIIDCUL shall not be responsible for that.
- 4.15 Only those applications which have been received in prescribed manner and form shall be considered.
- 4.16 SIIDCUL shall not be responsible for not considering any application received late or those lost in transit.
- 4.17 Application by Government servant should be forwarded only through proper channel. Along with application a certificate to the effect that no disciplinary proceeding or vigilance matter is pending against the applicant shall be submitted. Where for some reason application could not be forwarded through proper channel at the time of applying, at the time of interview "No Objection Certificate of the Department" shall have to be submitted by the applicant.
- 4.18 SIIDCUL shall always have the right to cancel the recruitment process completely or partially at any time or stage without assigning any reason.

5. Form and Mode of Application:-

- 5.1 Applications will be entertained only on prescribed form, which may be downloaded from the website (www.siidcul.com) of the company. The application shall be submitted online in the prescribed manner after duly filling in all the details.
- 5.2 **A printout (hard copy) of the application submitted online would also mandatorily have to be submitted duly signed along with self attested copies of testimonials of academic qualifications, experience etc. In case the printout (hard copy) is not received within the due date and time such online application would not be considered as valid.**
- 5.3 **In case of difficulty in submitting application online, the applicant may also submit the application in the prescribed format by speed post or registered post or personally by hand.**
- 5.4 The selection of the candidates will be provisional till they submit their original documents in proof of their qualification, experience etc. for verification.
- 5.5 The last date for submission of duly completed application before the **Managing Director, State Infrastructure and Industrial Development Corporation of Uttarakhand Limited (SIIDCUL), 29, IIE Sahastradhara Road (IT Park), Dehradun-248001 is 2nd May, 2016 by 4.30 P.M.** Applications received after the last date shall be rejected summarily. The envelope containing application should be superscripted, "**Application for Recruitment of (Name of Post) – 2016**".
6. Applicants who would be called for interview shall be intimated about the date, time and place of written test and/or interview by post and/or e-mail as per the address/e-mail given in the application. Therefore please ensure that address and e-mail given in the application is complete and valid.

**Managing Director
SIIDCUL**

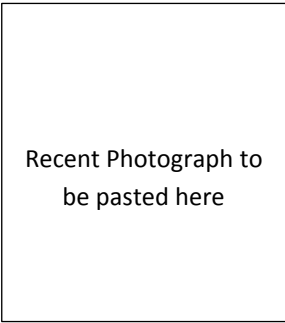
APPLICATION FOR THE POST OF

1 **Name:**

2 **Father's Name:**

3 **Address for correspondence:**

.....Pin



4 **Phone/Mobile:** **Email:**

5 **Date of Birth:** (As per High School certificate) **6 Age as on 01.01.2016:**

.....Year.....MonthDays

DD/MM/YEAR

7 **Gender: (Male / Female)** **8 Are you a citizen of India:**

9 **Mention your category:** **10 (a) Marital Status:**

i.e. S.C./S.T./O.B.C. and enclose copy of relevant certificate.

(b) If married, state whether you have more than one wife living/ or married to a person already having a wife living:

11. Particulars of Educational Qualifications from High School onward:

Name of Examination	Name of Board/ University/Institution	Subjects	Year	Percentage of Marks and Grade or Division

12. Particulars of Experience (If any):

Name of Employer	Name of post held	From – To (Mention Period of Service)	Pay Scale / Last Pay Drawn

Declaration by the Candidate

I hereby declare that all the details given above are true to my knowledge and belief and in case any detail is found false, my candidature may be cancelled and I also declare that even after my appointment if anything is found false, then also my services may be terminated.

Date:

Place:

Signature of the Candidate