



CENTRAL TOOL ROOM & TRAINING CENTRE
B-36, Chandka Industrial Area,
Bhubaneswar- 751024

Ref. No.CTTC/BBS/A & A/PERS/

Date: 09.02.2017

SITUATION VACANT

CTTC, Bhubaneswar is looking for suitable and dynamic persons to fill up the following positions on contract basis for a period of five years from the date of appointment which can be renewed from time to time till the date of superannuation/resignation after review of performance–

Sl. No	Post	Pay Band & Grade Pay	Approx. Gross Emoluments	Max. age as on 20.03.17	No. of Post
1	Sr. Manager (Prod.)	PB- 15600-39100/- + GP- 7600/-	77940.00	45	1(UR)
2	Engineer (Prod.)	PB- 9300-34800/- + GP- 4200/-	35876.00	30	1(OBC)
3	Engineer (Design)	PB- 9300-34800/- + GP- 4200/-	35876.00	30	1 (SC)
4	Foreman	PB- 9300-34800/- + GP- 4200/-	35876.00	30	2 (UR), 1(SC)
5	Master Craftsman	PB- 5200-20200/- + GP- 2800/-	30543.00	30	1 (UR), 1(ST), 1(SC) <u>(2 posts Mechanical & 1 post Electronics/Mechatronics)</u>
6	Personal Asst. Gr.II	PB- 5200-20200/- + GP- 2400/-	26889.00	30	1 (UR)
7	Administrative Asst. Gr.I	PB- 5200-20200/- + GP- 2400/-	26889.00	30	1(ST)
8	Technician Gr.I	PB- 5200-20200/- + GP- 2400/-	26889.00	30	3 (UR), 1(SC) <u>(3 posts Mechanical & 1 post Electrical)</u>
9	Technician Gr.II	PB- 5200-20200/- + GP- 1900/-	20468.00	30	6(UR), 1(ST), 1(SC) <u>(1 post Electronics & 7 posts Fitter/Machinist)</u>

(Age- Relaxable upto 5 (five) years for SC/ST/Internal candidates and 3(three) years for OBC)

A) Qualification: (Essential)

- (1) Degree in Mechanical/Production Engineering from a recognized University / Institution
- (2) Degree/Diploma in Mechanical/Production Engineering or Diploma in Tool & Die Making from a recognized University/ Institute
- (3) Degree/Diploma in Mechanical/Production Engineering or Diploma in Tool & Die Making from a recognized University/ Institute
- (4) Degree/ Diploma in Mechanical/Production Engineering or Diploma in Tool & Die Making from a recognized University/Institute.
- (5) Diploma in Mechanical / Production Engineering/Electronics/Mechatronics or Diploma in Tool & Die Making from a recognized University / Institute.
- (6) Degree from a recognized University. Knowledge of English typing at a speed of 40 WPM and knowledge of computer applications.
- (7) Degree in any discipline from a recognized University.
- (8) ITI certificate in Fitter / Machinist / Electrical/ Tool Room Certificate from a MSME Tool Room or

recognized Institute.

- (9) ITI certificate in Fitter / Machinist / Electronics / Tool Room Certificate from a MSME Tool Room or recognised Institute.

(Desirable)

- (1) Post Graduate / Post Graduate Diploma in Tool Design, Tool Production or equivalent from recognized Institution. Post Graduate in Aerospace Engineering.
- (2) Post Diploma in Tool Design or CAD/CAM or Tool Engineering from recognized Institute
- (3) Post Diploma in Tool Design or CAD/CAM or Tool Engineering from recognized Institute
- (4) Post Diploma in Tool Design or CAD/CAM or Tool Engineering from recognized Institute
- (5) Certificate course in CAD/CAM/CNC from a recognized Institution
- (6) Nil
- (7) Degree in commerce from a recognized University
- (8) Certificate course in CAD/CAM/CNC from recognised Institutions
- (9) Certificate course in CAD/CAM/CNC from recognised Institutions

(B) Experience: (Essential)

- (1) 8 (eight) years experience in Production Deptt. In Tool Rooms / reputed Engineering Industry / Organisation
- (2) Nil for Degree holders & 2 (two) years for Diploma holders. Practical experience in Tool Production / Tool using organization / Production Dept. of a reputed Engineering Industry.
- (3) Nil for Degree holders & 2 years for Diploma holders. Experience in Design of Moulds, Dies and Press Tools etc.
- (4) Nil for Degree Holder & 2 (two) years for Diploma Holders. Practical experience in Tool Production/Tool Using organization/ Prod. Department of a reputed engineering Industry.
- (5) 2 (two) years in operating Tool Room Machinery / Tool Fitting
- (6) 2 (Two) years online experience in a reputed organization.
- (7) 2 (two) years experience in Administration / Accounts in a reputed manufacturing organization.
- (8) 2 (two) years experience in operation/maintenance of Tool Room machines and equipments
- (9) Experience in operation of Tool Room machines and equipments

(Preferable)

- (1) Practical experience in Tool Production / Tool Design. Experience in use of computers for Production Planning, MIS, Cost Accounting etc. Experience in Tool Production using CNC machines, CAD/CAM Technology etc. Experience in manufacturing of aerospace components.
- (2) Practical experience in Programming and operating CNC Machine. Experience in use of computerized production Planning & Programming.
- (3) Experience in use of CAD/CAM and CNC Technology etc. for Tool Design. Experience in Manufacturing /design of aerospace assembly.
- (4) Practical experience in Programming and operating CNC Machine. Experience in use of computerized production, planning and programming. Experience in assembly/testing of LRU's for Aerospace Industries.
- (5) Practical experience in operation, programming CNC Machines/non-destructive inspection of Aerospace components.
- (6) Experience in Hindi typing. Experience in use of Word Processing / Computer
- (7) Working knowledge in computer
- (8) Experience as Tool Maker / CNC Machine Operations/ maintenance. Experience in Heat Treatment / Surface treatment.
- (9) Experience as Tool Maker / CNC Machine Operations. Experience in fitting/assembly/testing of Aerospace components / non-destructive inspection of Aerospace components.

Method of Recruitment :- Interview only for post at Sl. No.1, Written Test, skill test and Interview for posts at Sl. No.2,3 & 4 and Written & Skill Test for posts at Sl. No.5,6,7,8,9.

The interested candidates should send their bio-data as per the format cited below along with self-attested copies of certificates for the above posts to the **Managing Director** on or before **20th March,2017**. Persons working in Govt./Quasi-Govt., Public Sector undertakings, Autonomous Bodies should apply through proper channel. The Centre reserves the right to short list and call limited number of candidates for test/interview and offer lower posts to the candidates in case of non availability of suitable candidates.

APPLICATION FORM

1. **Post applied for** _____

[illegible]

(leave one space blank between two parts of your name)

(USE CAPITAL LETTERS)

[illegible]

E-mail _____

SC	ST	OBC	PH	GEN

OH / HI / VI

Yes

No

Yes

No

01.01.1980 to 31.12.1989?

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Year

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Days

7. **Marital Status** Married ☐ Unmarried ☐ { Mark " ✓ " in appropriate box }

9. Father's/Husband's Name

[illegible]

ii) Rank at present/last held a) Acting _____ w.e.f. _____

b) Substantive	w.e.f.
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12. Educational & Professional Qualifications: Matriculation/SSLC onwards (as on 20.03.2017)

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: _____**

Ihereby 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 Bhubaneswar and Courts/Tribunals/Forums at Bhubaneswar 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 CTTC, Bhubaneswar.

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