



GOVERNMENT OF INDIA,
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES

EMPLOYMENT OPPORTUNITY

FOR THE POST OF DEPUTY GENERAL MANAGER,
FOR NEW TECHNOLOGY CENTRE AT BHOPAL & GREATER NOIDA

Ministry of Micro, Small and Medium Enterprises, Government of India has established 18 Technology Centres (TCs). TCs primary focus is to support industries particularly MSMEs in the country through:

- Access to advanced manufacturing technologies
- Skilling manpower by offering opportunities for technical skill development to the youth at varying levels ranging from school dropouts to graduate engineers and Providing technical and business advisory support to MSME entrepreneurs

Under the Technology Centre Systems Programme (TCSP) co-funded by World Bank, 15 new TCs are being established in different parts of the country. Presently these TCs are under advance stage of construction. For full details about existing TCs and TCSP, please visit

http://www.dcmsme.gov.in/Toolroom_tdcs.htm and <http://www.dcmsme.gov.in/tcsp.html>

REQUIRED QUALIFICATION AND EXPERIENCE

Applications are invited from Citizens of India to be filled up above mentioned posts on contract for a period of 5 years initially with further extension based on review of performance, till superannuation. For other details regarding Job description, application proforma. please visit <http://www.dcmsme.gov.in>.

Last date of submission of application (as per prescribed format) by 31.08.2022 (Wednesday) till 05:30 PM at the address mentioned below :
Joint Development Commissioner (TCSP), O/o DC (MSME), Room No. 738, 7th Floor, A-Wing, Nirman Bhawan, Maulana Azad Road, New Delhi-110 108

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Job Description for DEPUTY GENERAL MANAGER (DGM)

The Ministry of Micro, Small and Medium Enterprises runs a network of 18 Technology Centers / Tool Rooms (TC) in various parts of India such as Aurangabad, Bhubaneswar, Ahmadabad, Hyderabad, Indore, Jamshedpur, Kolkata, Ludhiana, Jalandhar, Guwahati etc. These TCs are registered as Autonomous Bodies and are Centers of Excellence for training, tooling and die making and consulting across a range of Industry sectors such as Automotive, Aerospace, Plastics and General Engineering, etc. They use latest CAD software packages, advanced precision CNC machining and heat treatment facilities, rapid prototyping, ESDM Calibration, Testing facilities, Incubation, Consultancy facilities and provide training vide NSQF compliant long-term courses and short term courses in related subjects to approx 1.50 lakh persons in a year, apart from providing support to 36000 MSMEs.

The TCs are developing plans to build capacities in terms for training providers and consultants in the fields of AI, AR, VR, metal 3D printing, SAP B1, e-mobility, Advanced manufacturing technologies, solar sector etc.

In addition to above, the Ministry of MSME is implementing TECHNOLOGY CENTRE SYSTEMS PROGRAM (TCSP) - a \$400Mn World Bank assisted project to establish 15 New Technology Centers and upgrade existing 18 Technology Centers. Under this program, the upcoming Technology Centers would be equipped with multiple cutting edge manufacturing technologies, such as CNC Machine tools, 3D Manufacturing/Additive Manufacturing, Advanced Joining Technologies, Water jet/ Laser/ Ultrasonic machining, Robotics and Process Automation, Precision measurement/Metrology equipment, for General Engineering and Automotive Sector, state-of-the art Electronics Manufacturing Facilities, Calibration and Testing Facilities for Electronic System Design and Manufacturing (ESDM) Sector, Flavor & Fragrance etc. Most of the TCs will be operational in 2018-19.

The Ministry of Micro Small and Medium Enterprises is looking for dynamic leaders who are passionate about making a difference with rich background in manufacturing, analytical skills to steer the upcoming Technology Centres and help rapid growth of manufacturing competencies.

Job Profile:

Technology Centers (TCs) are envisaged to play an important role in enhancing the competitiveness of MSMEs in the region. TC will focus on improving access to technology, providing skill up-gradation and offering advocacy support to the MSMEs. Deputy General Manager will be the divisional head of various activities and will work in close co-operation with the General Manager, his team, MSMEs and other stake holders. S/he will report to the General Manager.

The key roles and responsibilities of the Deputy General Manager include;

- Lead activities at the Technology Centre.
- Provide leadership in business growth, building client relationships and people development.
- Oversee and guide Marketing, Production, Training, Design, Consultancy departments at the Technology Centre, as required.

- Responsible for achieving the target KPIs set by the General Manager/Governing Council.
- Close interaction and collaboration with premier R&D and educational institutions, local industry clusters and other MSME Technology Centers.
- Contribute towards nurturing and growth of MSMEs, entrepreneurs and start-ups in the region.
- Identify proactively the Industry Trends.
- Build TC's competencies in the new / up-coming areas of Digital Manufacturing, Industry 4.0 and use of IoT for engineering manufacturing.
- Assist in all activities related to establishment and operationalization of new TC.
- Assist General Manager in growth of Technology Center Network across the country.

A For General Engineering Sector

A1 QUALIFICATION:

1. **Essential:** Degree in Engineering (Mechanical/ Electrical/ Production/ Industrial Engineering / Manufacturing Technology/ Mechatronics or equivalent) from recognized University/ Institution.
2. **Desirable:** Post Graduation in engineering /Technology/ Management from recognized Institution.

A2 EXPERIENCE:

1. **Essential:** 10 Years in Production/Training Department of Tool Room /reputed Engineering Industry of which minimum 07 years in responsible Technical/ Management Position.
2. **Desirable:** Implementation & Management of Engineering Projects, experience in use of reverse Engineering, Rapid Prototyping, CAD/CAM and CNC technology, experience in administration, finance, familiarity with labor laws in India, International exposure to up-coming and future technologies in the field of advanced manufacturing / precision engineering sector.

A3 Other Criteria/Information:

1	Pay Band & Grade Pay / Pay Scale of the Post	Rs. 37400-67000,GP-8700 (As per 6 th CPC) Rs. 123100-215900, Level 13 (As per 7 th CPC)
2	Method of Recruitment	Direct recruitment on contract basis for 5 years at a time to be extended subject to review of performance, till superannuation.
3	Age Limit for Direct Recruitments	45 Years (5 years relax for SC/ST/Internal & 3 years for OBC)

B **DEPUTY GENERAL MANAGER** (For ESDM Sector)

B1 **QUALIFICATION:**

- **Essential:** Degree in Electronics/Communication/Electrical (with specialization in Electronics)/Computer Science/Computer Application or equivalent from a recognized university/institute.
- **Desirable:** Post Graduate qualification in Engineering/Finance/Technology/Management, from a recognized Institution/university

B2 **REQUIRED EXPERIENCE:**

1. **Essential:** 10 Years relevant experience in application / production in the relevant field at executive level in a recognized institution/ Engineering Organization of repute.
2. **Desirable:** Implementation and Management of Engineering Projects/Quality Management Systems, NABL Accreditation, procedures and laboratory management, ISO 9001/14001 system, experience in Administration, Finance, exposure to up-coming and future technologies in the field of advanced electronics product manufacturing and electronics product design sector.

B3 **Other Criteria/Information:**

1	Pay Band & Grade Pay / Pay Scale of the Post	Rs. 37400-67000,GP-8700 (As per 6 th CPC) Rs. 123100-215900, Level 13 (As per 7 th CPC)
2	Method of Recruitment	Direct recruitment on contract basis for 5 years at a time to be extended subject to review of performance, till superannuation.
3	Age Limit for Direct Recruitments	45 Years (5 years relax for SC/ST/Internal & 3 years for OBC)

APPLICATION PROFORMA FOR THE POST OF DEPUTY GENERAL MANAGER

Name of the technology Centre applied for
(Bhopal / Greater Noida)

- 1. Name of the Applicant (Block Letters) :
- 2. E-mail address :
- 3. Contact No. :
- 4. Father's Name :
- 5. Permanent Address :
- 6. Correspondence Address :
- 7. Date of Birth : --/--/----
- 8. Age (In Years, Months & Days) :
- 9. Category : Gen/SC/ST/OBC/PH

Passport size
photograph
to be pasted

(Copy of relevant certificate to be enclosed in case of SC/ST/OBC/PH)

10. Educational Qualification (Copies of relevant Certificates/Degrees to be attached):

(a) **Essential** (Starting from Degree Examination onwards)

S. No.	Name of Exam Passed/Degree	Board/ University	Month & Year of Passing	Duration of Programme	Subjects	% of Marks/ Division
1.						
2.						

(b) **Desirable**

S. No.	Name of Exam Passed/Degree	Board/ University	Month & Year of Passing	Duration of Programme	Subjects	% of Marks/ Division
1.						
2.						

11. Experience: (Copies of relevant Experience Certificates to be attached)

S. No.	Post Held	Name of Organization	Type of Post (Part time/Contractual/Ad-hoc/Regular/Temporary/Permanent)		Period (Exact dates to be given indicating day, month & year)		Total Duration			Salary Drawn	Nature of work
					From (DD/MM/YYYY)	To (DD/MM/YYYY)	Years	Months	Days		
1											
2											

DECLARATION

I hereby declare that above information is true, correct and complete to the best of my knowledge and belief.

Enclosures: _____

Place: _____

Signature of Applicant
(with date)

Note:

1. A brief self assessment (One page) regarding suitability for the post should also be enclosed by the applicants.
2. Applicants must also enclose self attested copies of certificates for Educational qualification, Experience & Date of Birth (DOB) etc. with their application.
3. The experience gained in full time employment, in the relevant field, after the completion of Essential Qualification, within the closing date of receipt of applications is to be mentioned.
4. The details of experience i.e. Certificate(s) from the Head(s) of Organization(s)/Department(s) for the entire experience claimed, clearly mentioning the duration of employment at each post (date, month and year) & field of experience indicating basic pay and consolidated pay must be enclosed. The certificate(s) should also be mentioned the nature of duties performed/experience obtained in the post(s) with respective duration(s).
5. Candidates serving in Central/State Govt. or any Govt. undertaking/autonomous organizations are required to send their application through proper channel. However, they may send an advance copy to O/o DC (MSME) and produce NOC at the time of interview.
6. Giving false information and canvassing in any manner will render the applicant ineligible for the post.
7. Incomplete application or application with lack of essential documents will

summarily be rejected.

8. The application must contain the Vision Document (Max 500 words) which should include statement indicating their involvement in similar organization and their contribution in increasing income/solving problems/product development/imparting training etc. The Vision Document should have new action initiation and ideas for the respective Centre. The write up should broadly cover the SWOT analysis of the Centre. You may also visit the website of concerned centre.
9. Incomplete applications or applications not meeting the eligibility criteria shall be summarily rejected and no further correspondence shall be entertained in this regard.