



RAJIV GANDHI CENTRE FOR AQUACULTURE
(MPEDA, MINISTRY OF COMMERCE & INDUSTRY, GOVT. OF INDIA)
TECHNOLOGY TRANSFER TRAINING & ADMINISTRATIVE COMPLEX,
3/197, POOMPUHAR ROAD, KARAIMEDU VILLAGE, SATTANATHAPURAM POST
SIRKALI TALUK-609109, NAGAPATTINAM DIST., TAMIL NADU
Phone: +91 4364 265200, Fax : 04364-265218, E mail: rgcaho@gmail.com,
website : www.rgca.org.in



RECRUITMENT OF CONSULTANTS & ELECTRICIANS FOR SHORT TERM ON TEMPORARY BASIS

Advertisement No. RGCA/3/2019

Rajiv Gandhi Centre for Aquaculture (RGCA), the R & D arm of Marine Products Export Development Authority (MPEDA), Ministry of Commerce & Industry, GOI invites applications from the eligible candidate for the following positions for short term on temporary basis.

I.

1.	Name of the Post	Consultant-Civil Engineering
2.	Educational Qualification	Diploma or Degree in Civil Engineering with sound knowledge in Auto Cad
3.	Age Limit	Between 50 to 55 years as on 01.03.2019
4.	Essential Experience	15 years of expertise for Diploma Holders and 10 years' experience for degree holders in the area of relevant field having leadership quality to handle over all management right from developing design plans to overseeing constructions, getting approvals from various Departments in connection with construction work. Ability to communicate with various professionals such as Civil Engineer, Technicians, Electricians, CPWD officials etc. Desirable : Candidates having similar kind of experience in aquaculture field (Hatchery/Farm & other aquaculture related Institutes/companies etc.,) will be given more priority
5.	Salary	Rs.50,000/= per month consolidated
6.	No. of Post	One (1)
7.	Mode of Recruitment	Through written test/walk-in-interview.

8.	Job Responsibilities	<ul style="list-style-type: none">• Coordination with respective project management of the organization• Preparation of general development of Master plans• Preparation of preliminary design and details drawings, abstract and detailed estimates for the proposed works and to get the plans approved by Competent Authority• Preparation of structural designs in accordance with latest Bureau of Standards Codes of Practice• Getting approval of layout from Town & Country planning• Preparation of tender documents, tendering works and finalization• Finalization of estimates and drawings prepared by RGCA Engineers• Supervision of construction work site periodically• Ensure maintenance of quality of the work• Abye other job assigned by the Project Director
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II.

1.	Name of the Post	Consultant-Electrical Engineering
2.	Educational Qualification	Diploma or Degree in Electrical Engineering – with A Certificate
3.	Age Limit	Between 50 to 55 years as on 01.03.2019
4.	Essential Experience	15 years of expertise in the area of relevant field and possessing good leadership quality to handle overall Management of Electrical related work in all RGCA Projects Desirable : Candidates having similar kind of experience in aquaculture field (Hatchery/Farm & other aquaculture related Institutes/companies etc.,) will be given more priority
5.	Salary	Rs.50,000/= per month consolidated
6.	Number of Post	One (1)
7.	Mode of Recruitment	Through written test/walk-in-interview
8.	Job Responsibilities	<ul style="list-style-type: none"> • Preparation of electrical layout & conduct routing and single line diagrams • Preparation of electrical lighting & power systems for the buildings • Preparation of design and detailed drawings to get the plans approved by Competent Authority • Preparation of tender documents, tendering works and finalization • Finalization of estimates and drawings prepared by RGCA Engineers • Any other job assigned by the Project Director

III.

1.	Name of the Post	Consultant – Mechanical Engineering
2.	Educational Qualification	Diploma or Degree in Mechanical Engineering
3.	Age Limit	Between 50 to 55 years as on 01.03.2019
4.	Essential Experience	15 years for diploma holders and 10 years for degree holders possessing sound knowledge in the relevant field like monitoring the performance of Genset, Motors, Plumbing materials, aerators and laboratory equipment etc. and having leadership quality handling over all management. Desirable : Candidates having similar kind of experience in aquaculture field (Hatchery/Farm & other aquaculture related Institutes/companies etc.,) will be given more priority
5.	Salary	Rs.50,000/= per month consolidated
6.	Number of Post	One (1)
7.	Mode of Recruitment	Through written test/walk-in-interview
8.	Job Responsibilities	<ul style="list-style-type: none"> • Monitoring the performance of Genset, Motors, Plumbing materials, aerators • Regular monitoring of laboratory equipments etc., using in all RGCA Projects and providing technical suggestions. • Any other job assigned by Project Director

IV.

1.	Name of the Post	Consultant – Administrative Officer
2.	Educational Qualification	Graduate in any discipline Desirable : Degree or Diploma in HR/Office Management
3.	Age Limit	Between 50 to 55 years as on 01.03.2019
4.	Essential Experience	15 years' experience in private/public sector undertaking for which 10 years in the middle or senior level dealing with Administrative/Establishment/Personnel Management.
5.	Salary	Rs.50,000/= per month consolidated
6.	Number of Post	One (1)
7.	Mode of Recruitment	Through written test/walk-in-interview
8.	Job Responsibilities	<ul style="list-style-type: none"> • Plan and coordinate administrative procedures and systems and devise ways to streamline processes • Assess staff performance and provide coaching and guidance to ensure maximum efficiency • Ensure the smooth and adequate flow of information within the organization to facilitate other business operations • Manage schedules and deadlines • Monitor costs and expenses to assist in budget preparation • Oversee facilities services, maintenance activities and trades • Well-versed in departmental procedures and policies and will be able to actively discover new ways to do the job more efficiently. • To ensure all support activities are carried on efficiently and effectively to allow the other operations to function properly. • Any other job assigned by the Project Director

V.

1.	Name of the Post	Consultant – Software Developer
2.	Educational Qualification	First or second class Master's degree in Computer Science / Computer Applications
3.	Age Limit	Between 50 to 55 years as on 01.03.2019
4.	Essential Experience	<ul style="list-style-type: none"> • 5 years' experience in Electronic Data Processing/ Networking/Programming with sound knowledge in hardware & software. PHP, HTML, Java script, Ajax, CSS, word press & SQL • Creating front-end/back-end modules for web applications • Should have the ability to troubleshoot problems independently • Desktop & Server support • Windows System Administration • Networking & Firewall
5.	Salary	Rs.50,000/= per month consolidated
6.	Number of Post	One (1)
7.	Mode of Recruitment	Through written test/walk-in-interview
8.	Job Responsibilities	<ul style="list-style-type: none"> • To upgrade and manage the Website of the RGCA & Aquatic Quarantine Monitoring System as and when required • To provide effective day to day services to the stakeholders through AQMS • Post website publishing, website maintenance and other minor changes (as per requirement) to be carried out as and when required • Front End and Back End Development • To design and maintain Website • To maintain database • To manage the server • Any other job assigned by the Project Director

VI.

1.	Name of the Post	ELECTRICIAN
2.	Educational Qualification	ITI / Diploma in Electrical/Mechanical Engineering
3.	Age Limit	Upto 45 years as on 01.03.2019
4.	Essential Experience	5 years' experience with B or C certificate for ITI holders and 3 years' experience with C certificate for Diploma Holders. Candidates having working experience in maintaining electrical section at aquaculture fields like in hatchery or aquaculture farms will be given preference.
5.	Salary	Rs.25,000/= per month consolidated
6.	Number of Post	Eleven (11)
7.	Mode of Recruitment	Through written test/walk-in-interview
8.	Job Responsibilities	<ul style="list-style-type: none"> • Maintaining electrical system at respective project. • Any other job assigned by Project Director

General conditions:

- Candidates meeting with the specified eligibility criteria may submit their Application accompanied by self-attested copies of certificates of the relevant educational qualification, experience, etc.,
- Incomplete applications and/or not accompanied with the required certificates/documents are liable to be rejected.
- The applications are to be submitted through email to: admnrgca@gmail.com or sent by post to the address: *PROJECT DIRECTOR, RAJIV GANDHI CENTRE FOR AQUACULTURE (RGCA), 3/197, POOMPUHAR ROAD, KARAIMEDU VILLAGE, SATTANATHAPURAM, SIRKALI TALUK, NAGAPATTINAM DISTRICT, TAMILNADU* on or before 13.03.2019
- The candidates should bring with them, the original certificates of qualification, experience, age, community, and a valid proof of Identity etc. for due verification at the time of interview.
- Candidates who do not produce the requisite particulars will not be eligible to appear for the interview.
- A short written test will be conducted to check the proficiency of candidates when required.
- Selected candidates may be placed at any of the projects of RGCA located throughout India.
- Date and venue of interview will be informed through e-mail/SMS.
- The decision of Project Director of RGCA in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and conduct of examination/interview will be final.
- Canvassing in any form and /or bring any influence will be treated as a disqualification for the post.

8. Details of Employment (beginning with the present post)

9. If any other relevant particulars not covered in the above columns, please
Provide

10. Name & Address of two Referees.

Referee 1

Name

Designation or position

Present Address

Phone/Mobile No.

Email Id

2. Referee 2

Name

Designation or position

Present Address

Phone/Mobile No.

Email Id

DECLARATION

Ihereby declare that all the statements made in this application are true and complete to the best of my knowledge and belief and nothing has been concealed/distorted. If any information given is found incorrect, I shall be liable to action as decided by the Centre.

Place :

Date :

Signature of the Applicant