



**Projects & Development India Limited**  
(A Government of India Undertaking)PDIL Bhawan,  
A- 14, Sector-1 , Noida 201301,  
Distt Gautam Budh Nagar (UP)

**Advt.No. PDN/Pers/287(Cont.)/2010/07**

**INTIVATION OF APPLICATIONS FOR ENGAGEMENT OF PERSONNEL ON CONTRACT BASIS**

Projects & Development India Limited (PDIL), an ISO-9001-2000 Certified Company, is a leading Design Engineering and Consultancy organization having experience of over 40 years in Design, Detailed Engineering, Procurement, Project Management, Construction Supervision and Commissioning of Fertilizer & Allied Chemical, Refinery, Oil & Gas, Power, Housing/Township and Infrastructure projects.

The eligible candidates, who are fulfilling the below mentioned specifications are required to send their CV(format enclosed) for various posts on contract basis at home office at Noida and also for deployment at different site offices of PDIL. Candidates desiring to apply for more than one positions are required to apply separately for such posts.

Discipline Code	Discipline	Required Qualification & Experience	Post reserved for
CV-CONST-01	Civil (Construction)	<b>Basic Qualification:</b> Degree in Civil Engineering. <b>Experience:</b> Minimum 3 years working experience in Supervision & Quality Assurance in Industrial Projects (Fertilizer & Allied Chemicals, Refinery, Oil & Gas, Power), Civil & Structural works for piling, pile / open foundation, steel & RCC structure, fabrication, & erection of steel structure.	03(UR) 02(OBC) 01(SC)
ME-CONST-02	Mechanical (Construction)	<b>Basic Qualification:</b> Degree in Mechanical Engineering. <b>Experience:</b> Minimum 03 working experience in construction related activities i.e. supervision of construction works involving fabrication / erection / inspection of piping & equipments in respect of fertilizer plants, power plants, petroleum refineries, petro-chemical plants etc.	06(UR) 01(OBC) 01(SC)
TR-03	Training	<b>Basic Qualification:</b> MBA with specialization in HRM / LLB. <b>Experience:</b> Minimum 10 years experience in Training & legal matters	01(UR)

Discipline Code	Discipline	Required Qualification & Experience	Post reserved for
ST-04	Stores	<p><b>Basic Qualification:</b> Graduate with Diploma in Management.</p> <p><b>Experience:</b> Minimum 05 years of relevant experience in stores Management / Warehouse functions at Project Construction Site or in operating plant i.e. Refinery, Petrochemicals, Fertilizers and Power Plant Project.</p>	03 (UR) 01(OBC)
FN-05	Finance	<p><b>Basic Qualification:</b> ICAI(Inter) / ICWAI (Inter) / MBA (Fin.).</p> <p><b>Experience:</b> Fresher can also apply but experience can be considered as an added advantage. Operational knowledge of computers is must.</p>	02(UR)
PE-06	Personnel	<p><b>Basic Qualification:</b> Post Graduate Degree / Diploma of 2 years duration in Personnel Management / Personnel Management &amp; Industrial Relations / Labour &amp; Social Welfare, Labour Relations / MBA with HR as major.</p> <p><b>Experience:</b> Fresher can also apply but experience can be considered as an added advantage.</p>	01(UR)
PM-07	PM (Documentation)	<p><b>Basic Qualification</b> – Degree in Engineering (any discipline).</p> <p><b>Experience:</b> Minimum 2 years experience in project management related activities. The candidate should have good command over Data base and be able to import / export data received in native form / copies / mails to Excel Sheet and manage the list of deliverables received / sent from / to Contractor / Vendors / Licensors / Clients etc. The applicant should be able to manage PDIL list of deliverables and entire revision of history and should be able to generate various reports on Documentation Transmittal.</p>	01(OBC)

**PERIOD OF ENGAGEMENT:** One year which may be extended upto three years, depending upon job requirement at the sole discretion of the management.

### **GENERAL**

- 1. REMUNERATION:** To commensurate with qualification & experience.
- 2. QUALIFICATION:** All above qualifications should be full time and must be from UGC recognized University/Deemed University or AICTE approved Autonomous Institute (Where applicable). The course offered by Autonomous Institute should be equivalent to the relevant course approved/ recognized by Association of Indian University (AIU). Wherever CGPA/OGPA or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/ Institutes.

3. **QUALIFYING MARKS:** The minimum qualifying marks for all above qualifications are 55% for General & OBC and 50% for SC & ST candidates.
4. **EXPERIENCE:** All experience mentioned above should be as on **31.07.2010**.
5. **AGE LIMIT:** Maximum 55 years as on 31.7.2010.
6. Candidates should have good knowledge of working in computers, MS Office, and Database Management software and relevant specialized software.
7. Eligible candidates may send their CV specifying the post code in the format enclosed (complete in all respects) alongwith photocopies of all testimonials showing proof of age, academic and professional qualifications, experience, caste, duly self attested and one recent passport size photograph, latest by 31.08.2010 through post / courier. Superscribe the envelope with advertisement no. and post code.
8. Candidate may also send their resume (in prescribed format only) through email, with advt. no. and discipline code mentioned in subject column of the mail, latest by 31.08.2010 at the email id : [pers@pdilin.com](mailto:pers@pdilin.com). **Please note that application not submitted in prescribed format will be rejected.**
9. Candidates belonging to reserved category must attach SC / ST / OBC / PH certificate in the prescribed format issued by the competent authority. Please note that the candidates seeking benefits of reservation under OBC (non-creamy layer) category must submit the certificate in appropriate form with heading "FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA".
10. Candidates employed in Govt. / Quasi Government / PSU / Autonomous bodies must apply through proper channel / produce NOC at the time of Interview.
11. Reservation to SC/ST/OBC candidates will be provided as per Govt. Guidelines. Candidates from SC/ST/OBC category should produce their caste certificate issued by competent authority in the prescribed format in support of their claim. In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority, his/her candidature will not be considered.
12. Depending on the requirement, the Company reserves the right to cancel/restrict/curtail the recruitment process without any further notice and without assigning any reason thereof.
13. Any dispute with regard to the selection process will be subject to courts/tribunals having jurisdiction over Distt. Gautam Budh Nagar.
14. The prescribed qualification/ experience are the minimum and possession of the same does not entitle a candidate for interview / engagement. PDIL management's decision shall be final in this regard.
15. In case the candidate is found to be ineligible on account of any false declaration, certificates, testimonials etc. at any stage, his / her candidature / contract engagement will be rejected / terminated without any notice.

**Contact Person** : **Manager(P&A)**

**Contact No.** : **0120-2529887**

**Address for Communication** : **Projects & Development India Limited  
PDIL Bhawan, A-14/Sector-1,  
Noida-201301  
Distt. Gautam Budh Nagar, UP**