



INDIAN INSTITUTE OF MANAGEMENT

Prabandh Nagar, IIM Road, Lucknow-226013 (U.P.)

Website: www.iiml.ac.in

Advt. No. IIML/Rectt-05C/2019

Date: June 05, 2019

Advertisement for the Post of Senior Project Officer (Civil) on Contract Basis

Indian Institute of Management Lucknow is in the process of construction of some new blocks / buildings at its permanent campus located in Lucknow (U P). The sprawling construction is planned to be completed at the earliest having facilities for academic activities as well as residential facilities and amenities.

Applications in the prescribed format are invited from interested and eligible candidates including retired Engineers for one position of **Senior Project Officer (Civil)** purely on contractual basis initially for a period of one year extendable for a further period of three years, subject to satisfactory performance and need of the Institute. The details are as follows:

Name of Post & Emoluments	Eligibility Criteria & Job Requirement
Senior Project Officer (Civil) - 01 post Monthly Emolument: Between Rs. 80,000/- to 100,000/- (all inclusive) Age: Preferably Below 55 years / Below 63 years for Retired Engineers	Essential Qualifications & Experience: a) B.E. / B. Tech Degree or equivalent in Civil Engineering (1st Class or equivalent) from a recognized and nationally reputed Institute / University; b) A minimum 15 years of working experience out of which at least 8 years of experience as an Executive Engineer in Pay Level (Pre-revised PB-3+GP Rs. 6600/-) or equivalent or at least 5 years of experience as a Senior Executive Engineer in Pay Level-12 (Pre-revised PB-3 + GP Rs. 7600/-) or equivalent in Central / State Government organizations including Autonomous Bodies / Organizations and Public Sector Undertakings of national repute in the following areas: Planning, design, estimation, tendering, contract management, execution, mechanization, construction, billing, certification etc. of Civil Works involving, but not limited to, multistoried buildings, institutional buildings, water, sanitary and sewer systems, firefighting systems, building management systems, roads and area development etc. c) Experience in coordination & supervision of construction and maintenance of civil works. The incumbent should have experience in the areas viz. contract management, tendering, planning, works accounts procedures, bye-laws of local bodies, understanding of electrical, AC, telephone, computer networking etc. Desirable: a) Have successfully executed works of having combined value of at least Rs.100 Crore in the last 10 years as Executive Engineer or above b) Master's Degree in Civil Engineering / Construction Management / Structural Engineering from a recognized and nationally reputed

	<p>Institute/University. Years of required experience in (b) above may be relaxed for such candidates appropriately.</p> <p>c) Knowledge of CPWD Works Manual, CPWD specifications, Structural Designing, Tender documentation, Contract management, CPWD account code, Financial Accounting, Arbitration and reconciliation, GIS, GPS, administration and working knowledge of inter disciplinary engineering fields like electrical and HVAC.</p> <p>d) Demonstrated ability of having exhibited leadership attributes and coordination with various disciplines (such as electrical, mechanical, water works, public health, air-conditioning etc.) and agencies is required for experience in the above areas and having supervised a team of engineers and other professionals successfully.</p> <p>e) Ability to prepare / analyse Detailed Project Reports (DPR) and project management / control skills.</p> <p>Job Requirement: For the IIML Campus construction project he/she will coordinate with the Architects, their Sub-Consultants and Project Management Consultants to ensure that works are executed properly as per contracts and time schedules. He/she will process cases referred by Consultants for decision by the Institute. He/she will inspect civil works under execution and carryout percentage check of work measurement and quality as per CPWD norms. He/she will examine payment certificates issued by Consultants to ensure payments are certified as per contract terms.</p> <p>He/she will be responsible to execute works of the Institute to be taken up departmentally and for maintenance of buildings, other civil installations/systems with procurement of materials and machinery for speedy and economic execution of works, and implementation of the terms of contracts entered into with contractors/ suppliers; and perform other related duties and special projects as assigned or directed by the competent Authority. Any other duties assigned by the Competent Authority.</p>
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GENERAL CONDITIONS:

1. The candidate selected for the position of **Senior Project Officer (Civil)** will be engaged on contract basis initially for a period of one year, extendable upto further three years' subject to satisfactory performance of the incumbent & need of the Institute.
2. Mere fulfilling the eligibility criteria does not guarantee that the applicant will be shortlisted for the interview.
3. The date of interview will be communicated later to the shortlisted candidates by email **ONLY**. The candidates are advised to check their emails regularly.
4. The shortlisted candidates will be required to bring all original Certificates, Degrees and other documents pertaining to their educational qualification, professional qualification, work experience, age etc. for verification purpose at the time of interview along with **one set of photocopies of these documents**. Failure to do so may result in cancellation of their candidature.
5. Crucial date for determining the age limit shall be the closing date for the receipt of applications.
6. Candidates already in government service should either apply through proper channel or should produce No Objection Certificate from the present employer at the time of interview.

7. The above post is of contractual nature and thus candidate (s) will have no right to claim any regularization / absorption etc. in the Institute.
8. No TA/DA or any other incidental expenses will be reimbursed to attend the interview.
9. No interim correspondence will be entertained.
10. Canvassing in any form will be a disqualification.
11. Legal disputes if any will be restricted within the jurisdiction of Lucknow only.
12. For any clarification / queries, candidates may contact the Senior Administrative Officer (Estt) on Phone No. +91-522-6696919 or the Recruitment Section on Phone No. +91-522-6696940.

How to apply:

Interested and eligible candidates should submit their application **ONLY** in the prescribed **Application Form** (Page-4 & 5 of this PDF file) along with self-attested photocopies of certificates relating to educational qualifications, experience etc. and a recent passport size photograph affixed on the application. Application should reach to the Undersigned on or before **24th June 2019 (5:30 pm)**. The envelope containing the applications should be clearly superscribed in bold “**Application for the post of Senior Project Officer (Civil)**”.

The candidates may also email their filled-in application to recruit@iiml.ac.in with subject line “**Application for the post of Senior Project Officer (Civil)**”. However, hard copy of the filled-in application with enclosures through Speed Post / Registered Post / Courier / By-hand will be required.

**OFFICER ON SPECIAL DUTY
INDIAN INSTITUTE OF MANAGEMENT LUCKNOW
PRABANDH NAGAR, IIM ROAD, LUCKNOW – 226 013**



INDIAN INSTITUTE OF MANAGEMENT, LUCKNOW

POST APPLIED FOR: SENIOR PROJECT OFFICER (CIVIL)

ADVERTISEMENT NO.

01	NAME		PASTE YOUR RECENT PASSPORT SIZE PHOTOGRAPH
02	FATHER'S / HUSBAND'S NAME		
03	CONTACT NO.		
04	EMAIL ID		
05	ADDRESS FOR COMMUNICATION		
06	DATE OF BIRTH & AGE (YEARS/MONTHS)	DoB: _____ & Age: _____years & _____months	
07	CATEGORY (SC / SC / ST / OBC / PWD / EWS/ UR)		
08	NATIONALITY		

09. EDUCATIONAL QUALIFICATIONS:

	*Name of the Examination Passed	Mode of Study i.e. Regular (full-time) / Private / Distance / Part-time etc.	Year of Passing	Division & % of marks	Name of the Board / University	Subjects Taken
10 th	-----					
12 th						
Grada- -tion						
Post- -gradua- -tion						
Others						
Others						

**Mention name of degree/certificate/course*

10.	TOTAL EXPERIENCE:	YEAR (S)	MONTH (S)
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Work Experience in chronological order, starting with the first job

Name of Employer with Address	Post held & Monthly consolidated emoluments	Period of service			Nature of work & level of responsibilities in not more than 100 words
		From	To	Experience (years / months)	
Have you successfully executed works of having combined value of at least Rs.100 Crore in the last 10 years as Executive Engineer or above					YES / NO Please specify the combined value in Rs. _____ and also enclose documentary proof.

11. ANY OTHER RELEVANT INFORMATION:

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DECLARATION

I hereby declare that the information furnished above is true to the best of my knowledge and belief. If at any time it is found that I have concealed any information or have given any incorrect data, my candidature / appointment, may be cancelled / terminated, without any notice or compensation.

DATE : _____

SIGNATURE: _____

NAME: _____