



Centre for Management Development

(An Autonomous Institution under Government of Kerala)

No.SWIFT/CMD/002/2022

16/03/2022

NOTIFICATION

Centre for Management Development (CMD), Thiruvananthapuram invites applications from qualified and competent candidates for appointment to the posts of **Executive-Administration, Engineer (IT), Service Engineer and Mechanic** on **contract basis**. Interested candidates may apply via **ONLINE** mode only by filling the prescribed application form given in the website of Centre for Management Development (CMD), Thiruvananthapuram (www.cmdkerala.net). Selected candidates will be appointed at the office/sections of KSRTC-SWIFT. The details are given below. The online application submission link will open on **16/03/2022 (09:00 A.M.)**. The last date for submitting online application is **25/03/2022 (05:00 P.M.)**.

Note: Candidates will have to upload their updated Curriculum Vitae (CV), passport size photograph (taken within six months), signature and copies of certificates proving qualification and experience while submitting the application. The photograph and signature must be in JPEG format. The size of the photograph must be less than 200kB and the size of the signature should be less than 50 kB. The CV and the copies of certificates shall be either in JPEG format or in PDF format and each attachment shall not exceed 3MB in size.

DETAILS OF POSTS

The details regarding the qualification and experience required, number of vacancies, age limit and remuneration are given in the table below.

Sl. No.	Post	Mode of Appointment	Educational Qualification	Work Experience [#]	Upper Age Limit [#] (Years)	Maximum Pay (Consolidated) in Rs. per month
1.	Executive-Administration <i>No. of Vacancies: 02</i>	On Contract basis.	M.Com/ MSc/ MBA Data Analytics with Excel/Tally and Computer Knowledge.	Minimum 2 years office experience in any reputed organization.	28	20,000
2.	Engineer (IT) <i>No. of Vacancies: 01</i>	On Contract basis.	First Class B Tech degree in IT or CSE from a recognized University or Institution.	Minimum 2 years of experience in the system administration, network management, troubleshooting, etc.	30	35,000
3.	Service Engineer <i>No. of Vacancies: 02</i>	On Contract basis.	BE in Mechanical/Automobile Engineering.	Minimum 5 years of Experience in large Public Sector Transport organization in the Supervisor Cadre.	45	37,000
4.	Mechanic <i>No. of Vacancies: 07</i>	On Contract basis.	ITI/Diploma in Engineering.	Minimum 5 years of experience in the maintenance and repair of heavy vehicles, preferably passenger transport buses in large organizations.	35	20,000

- As on 01/03/2022

Note:

- For the post of Engineer (IT), the period of contract appointment will be initially for a period of 01 year and extendable up to 05 years. For the remaining posts, the contract appointment shall be initially for a period of 03 years.
- It shall be noted that admittance to various stages of the recruitment will be provisional only, and will not confer any claim unless various other conditions of selection processes are satisfied. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of the candidature.
- CMD reserves the right to shortlist only a limited number of candidates for interview, as the case may be for the post, based on marks secured in their qualifying examination and/or years of relevant experience. Candidates should clearly mention the marks scored in their qualifying examination in the application. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.
- Canvassing in any form will lead to disqualification. In the event of any information provided by the candidate being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice. CMD reserves the right to fill or not to fill the post advertised.
- No TA/DA shall be paid for attending the interview.
- The documents in original have to be produced at the time of document verification for those candidates called for interview.
