



# Centre for Management Development

An Autonomous Institution under the Government of Kerala  
CV Raman Pillai Road, Thycaud, Thiruvananthapuram – 695 014

No.CMD/ADMN/0010/2022

August 22, 2022

## Recruitment Notification

The **Centre for Management Development (CMD)**, an autonomous institution under the Department of Industries and Commerce, Government of Kerala, invites application from qualified and competent candidates for the position of **Consultant (Industrial Engineering)** on contract basis. Interested candidates may apply by sending detailed curriculum vitae (CV) by email to **hr@kcmd.in**. The details regarding qualification, experience and other relevant requirements for the position are given below. The last date for receiving email application along with CV is **August 31 2022 (05.00 P.M.)**.

*The Centre for Management Development is a leading, self-supporting autonomous institution, under the Department of Industries and Commerce, Government of Kerala, which provides research, consulting and training support to the Development Agencies, Corporate Sector and the Government. Established in 1979 with the objective of providing capacity development support to the Public Sector Undertakings (PSUs) in Kerala, it is sponsored by the Government of Kerala as an independent, professional and registered society.*

### Details of Position

The details regarding the educational qualification, work experience, age limit and remuneration for the position are given below:

Position	Consultant (Industrial Engineering)
Qualification	M. Tech in Industrial Engineering or B Tech in Industrial Engineering with MBA (full time) from reputed & recognized institutions
Knowledge	The candidate shall have good knowledge of organizational/management strategies, systems and practices across various types of organizations including Corporates. Should be acquainted with Human Resource Management strategies and Personnel policies, and have excellent exposure to various Industrial Engineering techniques including Work Study and Manpower Assessment methodologies.
Experience (As on 01.08.2022)	The ideal candidate will have experience of 3 to 5 years in carrying out consultancy assignments/studies in Organizational, HRM and Industrial Engineering areas in Companies & other Institutions OR on the job experience as Industrial Engineer in reputed organizations for 3 to 5 years. The experience should cover design/review of Organization Structures, Work Study (Methods, Time & Motion, Manpower Assessment, Process/ Work Flow Improvement, Job Scheduling, etc.), design of Incentive Schemes, Promotion Policy and HR Policies.
Upper Age Limit (as on 01.08.2022)	35 years
Remuneration*	Rs. 30000/- to Rs. 50000/- per month, consolidated

\* Shall be fixed by the Selection Committee based on the relevant experience, proficiency and suitability of the candidate.

## **Duties & Responsibilities of the Position and the Desired Skill Sets**

<b>Duties &amp; Responsibilities</b>	The candidate has to carryout/co-ordinate the projects/ studies assigned, individually or as a team member. The duties and responsibilities shall include preparation of proposals, conduct of the studies/projects, discussions with different stakeholders, preparation of reports and presentations, etc. Will also be required to travel frequently as per the demand of the assignments.
<b>Desired Skill Sets</b>	Self-starter, smart and intelligent, with excellent communication skills (English/Malayalam), organizing skills, interpersonal skills and team skills. Should be adaptable and have the ability to cope with work pressure. Should also possess strong analytical, computer and report writing skills.

### **General Instructions**

- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for the POSITION notified, before applying.
- The applicants should clearly mention the POSITION applied for, along with the number and date of notification, in the mail subject and mail matter.
- Copies of certificates to prove age, educational qualification and experience should be provided along with the CV. Name, designation and contact details of two references should also be included in the CV. Incomplete/incorrect email application and applications without detailed CV will be summarily rejected.
- Candidates must produce the original documents for verification at the time of interview. If any lapse is detected during scrutiny, the candidature shall be rejected.
- The applicants should provide a valid personal email ID and mobile number, which should be kept active till the completion of the selection process. All communications regarding the selection process will be through email/SMS.
- The appointment will be on Contract Basis for a period of one to three years, as decided by the Selection Committee, which can be extended based on performance.
- CMD will not be responsible for any discrepancy while submitting the application and CV through email.
- CMD reserves the right to fill or not fill the post advertised or cancel the selection process at any stage.

**Sd/-**  
**Administrative Officer**