

MITES LIMITED
(A Govt. of India Enterprise)
MITES Bhawan, Plot No. 1, Sector – 29, Gurgaon - 122001

Positions: Requirement of Dy.General Manager, Manager in Civil Engineering (structurals) and Dy.GM(Personnel) on regular basis.

MITES Ltd., a premier consultancy organization proposes to recruit suitable technical personnel in the following grades and disciplines to meet their requirements. Applications are invited from dynamic and result oriented professionals employed in Indian Railways / Central / State Government Department / Central / State PSUs / Private Sector for the posts given below on regular/ permanent absorption basis. **The appointments initially will be on probation for two years.** Candidates have good prospects of growth in the company.

VC No.	Post	No. of posts	IDA pay scale	Upper age limit as on 31.01.13	Qualifications
01/13	Dy. General Manager (Civil-Structure)	01 (Gen)	29100-54500	50 yrs.	Masters Degree in Structural Engineering from AICTE/Govt. approved institutes
02/13	Manager (Civil-Structure)	01 (Gen)	24900-50500	50 yrs.	Bachelor Degree in Civil Engineering from AICTE/ Govt. approved institutes. Candidates having Master Degree in Structural Engineering shall be given preference.
03/13	Dy. General Manager (Personnel)	02 (Gen.2)	29100-54500	50 yrs.	Graduation and MBA in HR/Personnel Management OR 2 years full time Post Graduate Diploma in Management with HR specialization from AICTE/Govt. approved institutes.

Experience Criteria:-

Post	Minimum post qualification experience as on 31.01.2013
Dy. General Manager (Civil-Structure)	<ol style="list-style-type: none"> Minimum 11 years after graduation in Bridge/Structural Engineering out of which over 10 years in the field of Highway Bridges preferably in NHAI/SH projects. Should have knowledge of latest Structural Analysis Softwares e.g. STAAD PRO, SAP, MIDAS CIVIL etc. Should have knowledge of RCC, PSC, Steel Truss bridge and Steel-concrete composite superstructure with Open, Well, Pile foundation. Knowledge in the design of continuous and long span bridges is also required. Should have knowledge of design, "In-Principle-Approval" of GAD and CRS sanction of detailed design and drawings of ROB (Road-Over-Bridge) and RUB (Road Under Bridge) structure from different Zonal Railways (Preferably in Eastern Region). Shall be well conversant with latest IS, IRC codes. Knowledge in working with AASHTO and BS codes is also required.
Manager (Civil-Structure)	<ol style="list-style-type: none"> Minimum 8 years of experience after graduation in the field of Highway bridges preferably in NHAI/SH projects. Should have knowledge of latest structural analysis Softwares e.g. STAAD PRO, SAP, MIDAS CIVIL etc.. Knowledge of STAAD PRO is mandatory whereas the knowledge in other Softwares would be an added advantage. Should have design knowledge of RCC and PSC bridge with Open, Well, Pile foundation. Knowledge in the design of continuous and long span bridges shall be an added advantage. Shall be well conversant with latest IS, IRC codes. Knowledge in working with AASHTO and BS codes shall be an added advantage.

DGM (Personnel)	Minimum 09 years' experience in supervisory capacity in the field of Human Resources Development / Talent Acquisition, Retention and Management, Skill Development / Competency and Leadership Development / Performance Management, HR Branding / Employees Relations etc. in a Govt. Department, Central/ State PSUs, Autonomous Bodies or firm of repute having not less than 500 employees, out of which at least 5 years should be in Managerial position (i.e. GP of Rs.4800/- and above in CDA scale of pay and equivalent in IDA scale of pay for Govt./PSU employees).
--------------------	---

The selected candidates against VC Nos.01/13, 02/13 shall be initially posted in Highway Division, Kolkata, candidates selected against VC No. 03/12 in Gurgaon. However, their services are transferable anywhere in India or abroad.

Selection process:-

The final selection will be through written test, and / or, interview of short listed candidates. Candidates have the option to select Hindi, or, English as the medium for written test/interview.

RITES' regular employees fulfilling the educational qualification and experience criteria may apply for the position. Such candidates shall be given age relaxation of 5 years, over and above the upper age limit indicated above.

How to apply:-

1. Interested candidates fulfilling the above laid down eligibility criteria are required to apply online in the registration format available in the Recruitment Section of the RITES website, <http://www.rites.com> on or before 1700 hrs. of **28.02.2013**.
2. When the online application is being submitted, the system would generate 'Registration No.' on the top of such filled online form. A copy of this form containing the registration number is to be printed, signed, and sent alongwith attested copies of educational, experience certificates and 2 recent passport size colour photographs to the **Addl.GM(P)/Rectt., RITES Ltd., RITES Bhawan, Plot No.1, Sector-29, Gurgaon – 122001 by speed post so as to reach him definitely by 08.03.2013. Candidates regd. online but not furnished physical copy of the online registered data alongwith aforesaid documents will in no case be considered for Shortlisting.**
3. Candidates not fulfilling the minimum laid down criteria advertised with respect to educational qualifications, age, and experience for selection to the respective post, would not be able to register online.
4. Candidates should submit only single application and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online application. RITES will not be responsible for bouncing of any e-mail sent to the candidates.

General instructions:

- a) The original testimonials/documents will have to be produced at the time of interview. If any of their claim is found to be incorrect, their candidature shall be summarily rejected.
- b) Employees retired on VR basis shall not be eligible to apply for regular positions.
- c) Serving Govt./PSU officials, if selected will be allowed to join only after they are properly relieved by the parent organization.
- d) The period of training/trainer/apprenticeship shall not be counted towards post qualification experience.
- e) Since these application forms are to be processed in a computerized system, due care should be taken by the candidates to fill up their application form correctly. No column of the application should be left blank. Applications incomplete in any aspect (experience certificate, educational qualification certificate etc.) shall be summarily rejected. No representation or correspondence regarding such rejection shall be entertained under any

circumstances. Candidates are required to submit along with their applications copy of certificates in support of their claims regarding age, educational qualifications etc.

- f) Any information regarding this recruitment process would be made available through the e-mail provided by the candidate at the time of registration.
- g) For any clarification, please contact officials of Recruitment Section on telephone No. 0124 - 2818178/ 2818163.