



## SMART CITY THIRUVANANTHAPURAM LIMITED (SCTL)

(A SPV for the implementation of Smart City Mission in Thiruvananthapuram)

No.: SCTL/ HR/ Recruit-30/2018

May 08, 2018

### NOTIFICATION

The Smart City Thiruvananthapuram Limited, a Special Purpose Vehicle (SPV) constituted under the Companies Act for the implementation of Smart City Mission in Thiruvananthapuram, invites application from qualified and competent candidates for appointment to various posts, **on contract basis for a period of one year**. Interested candidates may apply via **ONLINE** mode only by filling the prescribed application form given in the website of Smart City Thiruvananthapuram Limited ([www.tvmcity.in](http://www.tvmcity.in)) or Centre for Management Development (CMD), Thiruvananthapuram ([www.cmdkerala.net](http://www.cmdkerala.net)). The online application submission link will open on **23.05.2018 (9.00 am)**. The last date for submitting the online application will be **06.06.2018 (5.00 pm)**.

*Note: Candidates will have to upload their 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 200 kb and the size of the signature should be less than 50 kb. The copies of certificates shall be either in JPEG format or in PDF format, and shall not exceed 3 mb size.*

## DETAILS OF POST

The details regarding the qualification and experience required, no. of vacancies, remuneration, etc., are given in the table below.

Sl. No.	Post	Qualification	Experience	Age Limit (as on 01-05-2018)	Indicative Remuneration (PM in Rs.)
1	<b>General Manager</b> (Operations) (1 Post)	Bachelor's Degree in Civil Engineering from a recognized University/Institute.  Preference shall be given to candidates with Master's Degree in Civil Engineering.	Minimum <b>15 years'</b> post qualification experience of which 5 years at the Project Manager level independently handling Urban Infrastructure Projects.  Candidates should have good proficiency in English and Malayalam Languages.  Candidates with knowledge in Procurement /Project Bidding Processes shall be given preference.  Preference shall be given to candidates having experience of working in Smart City Plans/Smart City Projects.	<b>50 years</b>	<b>Rs. 1,00,000/- to 1,25,000/-</b> (may vary based on the qualification and relevant experience of the candidate)
2	<b>Chief Financial Officer</b> (1 Post)	CA or CMA or MBA (Finance) from reputed Institutions.	Minimum <b>5 years'</b> post qualification experience of which 3 years in a senior management position in a reputed Company.  Candidates should have experience in handling finance matters of Urban infrastructure projects.  Candidates should have good proficiency in financial/accounting software.	<b>45 years</b>	<b>Rs. 1,00,000/- to Rs. 1,20,000/-</b> (may vary based on the qualification and relevant experience of the candidate)
3	<b>Manager</b> (Project Management & Monitoring) (1 Post)	B.Tech. with MBA ( <b>Operations/Financial Management</b> ) from a recognized University/Institute.	<b>5 years'</b> post qualification experience in Project Planning and Project Structuring along with experience in Urban Infrastructure Projects/Spatial Plans/Master Plans/ Integrated Land Use/Transport Planning for Indian Cities.	<b>40 years</b>	<b>Rs. 50,000/- to Rs. 70,000/-</b> (may vary based on the qualification and relevant experience of the candidate)

Sl. No.	Post	Qualification	Experience	Age Limit (as on 01-05-2018)	Indicative Remuneration (PM in Rs.)
4	<b>Manager</b> (Accounts) (1 Post)	CA Inter/CMA Inter/M.Com.from a reputed University/ Institute.	<b>3 years'</b> post qualification experience (excluding articleship experience) as Accountant in any Government /Public Sector/ Private Sector Units for <b>CA Inter/CMA Inter candidates.</b>  <b>5 years'</b> post qualification experience (excluding articleship experience) as Accountant in any Government /Public Sector/ Private Sector Units for <b>M.Com candidates.</b>  Candidates should have proficiency in Tally Accounting /Computerized Accounting Software.	<b>35 years</b>	<b>Rs. 40,000/- to Rs. 50,000/-</b> (may vary based on the qualification and relevant experience of the candidate)
5	<b>Personal Assistant to CEO</b> (1 Post)	Graduate with Computer proficiency and Stenography in English.  Preference shall be given to candidates have B.Tech/ M.Com/BBA/MBA	Candidates with at least <b>3 years'</b> post qualification experience.  Candidates should have proficiency in reading and writing in English and Malayalam languages.  Preference shall be given to candidates having secretarial experience and good 'communication skills'	<b>35 years</b>	<b>Rs. 25,000/- to Rs. 30,000/-</b> (may vary based on the qualification and relevant experience of the candidate)
6	<b>Multi -Tasking Staff</b> (2 Posts)	Plus 2/ Pre-degree With valid 2-wheeler driving license.  Candidates with proficiency in Data Entry will get preference.	Candidates with at least <b>3 years'</b> experience will get preference.  Candidates with prior experience in ' <b>Office Management</b> ' will be given preference.	<b>30 years</b>	<b>Rs. 15,000/- to Rs. 20,000/-</b> (may vary based on the qualification and relevant experience of the candidates)

# - Only post qualification work experience of the candidate until **01.05.2018** will be considered.

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.

SCTL reserves the right to shortlist only a limited number of candidates for test/group discussion/interview, as the case may be for the post, based on marks secured in their qualifying examination and experience. Candidate should clearly mention the marks scored in their qualifying examination in the application. The conversion of grade/CGPA to percentage would be based on the procedure certified by the University from where they have obtained the degree. 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. SCTL reserves the right to fill or not fill the post advertised.