



**GOVERNMENT OF INDIA**  
**Ministry of Micro, Small & Medium Enterprises**

**EMPLOYMENT OPPORTUNITY**

**FOR THE POST OF DEPUTY GENERAL MANAGER,  
FOR NEW TECHNOLOGY CENTRE AT BHIWADI, DURG, PUDI (VISHAKHAPATNAM), BADDI, BENGALURU,  
ROHTAK, SITARGANJ(UTTARAKHAND), GREATER NOIDA, BHOPAL & PUDUCHERRY**

**1. PROJECT BRIEF**

Ministry of Micro, Small and Medium Enterprises, Government of India has established 18 Technology Centres (TCs) earlier known as Tool Rooms (10 Nos) and Technology Development Centres (8 Nos). The TCs primary focus is to support industries particularly MSMEs in the country through:

- Access to advanced manufacturing technologies
- Skilling manpower by offering opportunities for technical skill development to the youth at varying levels ranging from school dropouts to graduate engineers and Providing technical and business advisory support to MSME entrepreneurs

Under the Technology Centre Systems Programme (TCSP)-co funded by World Bank, 15 new TCs are being established across different parts of the country. Presently these TCs are under advance stage of construction. For full details about existing TCs and TCSP, please visit [http://www.dcsmse.gov.in/Toolroom\\_tdc.htm](http://www.dcsmse.gov.in/Toolroom_tdc.htm) and <http://www.dcsmse.gov.in/tcsp.html>

**2. REQUIRED QUALIFICATION AND EXPERIENCE**

Applications are invited from Citizens of India to be filled up on contract for a period of 5 years initially with further extension based on review of performance, till superannuation. For the detailed Required Qualification / Experience / Pay Scale/ Age/ Resume Format please visit <http://www.dcsmse.gov.in>

Last date of submission of application (as per prescribed format) by 18.06.2018 at the address mentioned in the website.

## **Job Description for DEPUTY GENERAL MANAGER (DGM)**

The Ministry of Micro, Small and Medium Enterprises runs a network of 18 Technology Centers /Tool Rooms (TC) in various parts of India such as Aurangabad, Bhubaneswar, Ahmadabad, Hyderabad, Indore, Jamshedpur, Kolkata, Ludhiana, Jalandhar, Guwahati etc. These TCs are registered as Autonomous Bodies and are Centers of Excellence for training, tooling and die making and consulting across a range of Industry sectors such as Automotive, Aerospace, Plastics and General Engineering, etc. They use latest CAD software packages, advanced precision CNC machining and heat treatment facilities, rapid prototyping, ESDM Calibration, Testing facilities, Incubation, Consultancy facilities and provide training vide NSQF compliant long-term courses and short term courses in related subjects to approx 1.50 lakh persons in a year, apart from providing support to 36000 MSMEs.

The TCs are developing plans to build capacities in terms for training providers and consultants in the fields of AI, AR, VR, metal 3D printing, SAP B1, e-mobility, Advanced manufacturing technologies, solar sector etc.

In addition to above, the Ministry of MSME is implementing TECHNOLOGY CENTRE SYSTEMS PROGRAM (TCSP) - a \$400Mn World Bank assisted project to establish 15 New Technology Centers and upgrade existing 18 Technology Centers. Under this program, the upcoming Technology Centers would be equipped with multiple cutting edge manufacturing technologies, such as CNC Machine tools, 3D Manufacturing/Additive Manufacturing, Advanced Joining Technologies, Water jet/ Laser/ Ultrasonic machining, Robotics and Process Automation, Precision measurement/Metrology equipment, for General Engineering and Automotive Sector, state-of-the art Electronics Manufacturing Facilities, Calibration and Testing Facilities for Electronic System Design and Manufacturing (ESDM) Sector, Flavor & Fragrance etc. Most of the TCs will be operational in 2018-19.

The Ministry of Micro Small and Medium Enterprises is looking for dynamic leaders who are passionate about making a difference with rich background in manufacturing, analytical skills to steer the upcoming Technology Centres and help rapid growth of manufacturing competencies.

### **Job Profile:**

Technology Centers (TCs) are envisaged to play an important role in enhancing the competitiveness of MSMEs in the region. TC will focus on improving access to technology, providing skill up-gradation and offering advocacy support to the MSMEs. Deputy General Manager will be the divisional head of various activities and will work in close co-operation with the General Manager, his team, MSMEs and other stake holders. S/he will report to the General Manager.

The key roles and responsibilities of the Deputy General Manager include;

- Lead activities at the Technology Centre.
- Provide leadership in business growth, building client relationships and people development.
- Oversee and guide Marketing, Production, Training, Design, Consultancy departments at the Technology Centre, as required.

- Responsible for achieving the target KPIs set by the General Manager/Governing Council.
- Close interaction and collaboration with premier R&D and educational institutions, local industry clusters and other MSME Technology Centers.
- Contribute towards nurturing and growth of MSMEs, entrepreneurs and start-ups in the region.
- Identify proactively the Industry Trends.
- Build TC's competencies in the new / up-coming areas of Digital Manufacturing, Industry 4.0 and use of IoT for engineering manufacturing.
- Assist in all activities related to establishment and operationalization of new TC.
- Assist General Manager in growth of Technology Center Network across the country.

## **A For General Engineering Sector**

### **A1 QUALIFICATION:**

1. **Essential:** Degree in Engineering (Mechanical/ Electrical/ Production/ Industrial Engineering / Manufacturing Technology/ Mechatronics or equivalent) from recognized University/ Institution.
2. **Desirable:** Post Graduation in engineering /Technology/ Management from recognized Institution.

### **A2 EXPERIENCE:**

1. **Essential:** 10 Years in Production/Training Department of Tool Room /reputed Engineering Industry of which minimum 07 years in responsible Technical/ Management Position.
2. **Desirable:** Implementation & Management of Engineering Projects, experience in use of reverse Engineering, Rapid Prototyping, CAD/CAM and CNC technology, experience in administration, finance, familiarity with labor laws in India, International exposure to up-coming and future technologies in the field of advanced manufacturing / precision engineering sector.

### **A3 Other Criteria/Information:**

1	Pay Band & Grade Pay / Pay Scale of the Post	Rs. 37400-67000,GP-8700 (As per 6 <sup>th</sup> CPC) Rs. 123100-215900, Level 13 (As per 7 <sup>th</sup> CPC)
2	Method of Recruitment	Direct recruitment on contract basis for 5 years at a time to be extended subject to review of performance, till superannuation.
3	Age Limit for Direct Recruitments	45 Years (5 years relax for SC/ST/Internal & 3 years for OBC)

**B** DEPUTY GENERAL MANAGER (For ESDM Sector)

**B1** QUALIFICATION:

- **Essential:** Degree in Electronics/Communication/Electrical (with specialization in Electronics)/Computer Science/Computer Application or equivalent from a recognized university/institute.
- **Desirable:** Post Graduate qualification in Engineering/Finance/Technology/Management, from a recognized Institution/university

**B2** REQUIRED EXPERIENCE:

1. **Essential:** 10 Years relevant experience in application / production in the relevant field at executive level in a recognized institution/ Engineering Organization of repute.
2. **Desirable:** Implementation and Management of Engineering Projects/Quality Management Systems, NABL Accreditation, procedures and laboratory management, ISO 9001/14001 system, experience in Administration, Finance, exposure to up-coming and future technologies in the field of advanced electronics product manufacturing and electronics product design sector.

**B3** Other Criteria/Information:

1	Pay Band & Grade Pay / Pay Scale of the Post	Rs. 37400-67000,GP-8700 (As per 6 <sup>th</sup> CPC) Rs. 123100-215900, Level 13 (As per 7 <sup>th</sup> CPC)
2	Method of Recruitment	Direct recruitment on contract basis for 5 years at a time to be extended subject to review of performance, till superannuation.
3	Age Limit for Direct Recruitments	45 Years (5 years relax for SC/ST/Internal & 3 years for OBC)

## **APPLICATION PROFORMA FOR THE POST OF DEPUTY GENERAL MANAGER**

### **Name of the technology Centre applied for**

(Durg, Baddi, Bhiwadi, Bengaluru, Pudi, Rohtak  
Sitarganj, Puducherry, Gr. Noida & Bhopal)

1. **Name of the Applicant** :
2. **E-mail address** :
3. **Contact No.** :
4. **Father's Name** :
5. **Date of Birth** : --/--/----
6. **Permanent Address** :
7. **Correspondence Address** :

Passport size  
photograph  
to be pasted

**Age**

8. **Category (Gen/SC/ST/OBC)** : **Gen/SC/ST/OBC**  
(Certificate to be enclosed in case of SC/ST/OBC)

9. **Educational Qualification including extra professional qualification**  
(Copies to be attached)

(a) Essential (In chronological order, starting from the highest)

S. No.	Name of Exam Passed	Board/ University	Year of Passing	Date of declaration of result	Subjects	% or Division
1.						
2.						
3.						
4.						
5.						

(b) Desirable

S. No.	Name of Exam Passed	Board/ University	Year of Passing	Date of declaration of result	Subjects	% or Division
1.						
2.						
3.						
4.						

(C) Details of Training Programmes/Seminars/ Workshop etc.

S.No.	Name of the Training / Seminars / Workshop	Name of the Institute	Duration of the Training/ Seminars/ Workshop
1.			
2.			

(d) Details of Research Paper/ Publication etc.

**10. Type of present Employment: Government / PSU/ Autonomous Bodies / Private;**

- a. If, present employment is govt., than Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or Permanent/ contract: \_\_\_\_\_
- b. Date of Joining Govt. Service and name of the parent department/ Ministry/PSU/Autonomous body etc: \_\_\_\_\_
- c. Date of retirement in parent department: \_\_\_\_\_

**11. Details of employment, in chronological order**

(if space below is insufficient please enclose a separate sheet, duly authenticated by your signature),(Copies of Experience Certificate to be attached)

S. No.	Name of Organisation	Post Held	Period		Total Duration (Year/Month)	Salary Drawn with (Pay Band/ Grade Pay / Pay Level)	Nature of duties
			From	To			
1							
2							
3							

**12. In case the present employment is held on deputation/contract basis, please state:-**

- (a) The date of initial appointment.
- (b) Period of appointment on deputation/ contract.
- (c) Name of the parent office/organization to which you belong.

**13. If earlier worked on deputation whether cooling off period of 3 years since last deputation completed, as per rules, : Yes/No**  
(if yes, please also indicate the date of repatriation)

### **DECLARATION**

I hereby declare that above information is true, correct and complete to the best of my knowledge and belief.

Date: \_\_\_\_\_

Signature of Applicant

**Note:**

1. A brief self assessment regarding suitability for the post should also be enclosed by the applicants (one page).
2. Applicants must also enclose self attested copies of certificates and date of birth with their application.
3. Incomplete application & application without copies of certificates would be rejected.
4. Candidates serving in Central/State Govt. or any Govt. undertaking/autonomous organizations are required to send their application through proper channel. However, they may send an advance copy to O/o DC (MSME) and produce NOC at the time of interview.
5. Giving false information and canvassing in any manner will render the applicant ineligible for the post.
6. Candidates may apply for more than one Technology centre, but use separate application.
7. Address for submitting the application;

**Director (TCSP)  
O/o DC (MSME),  
Room No. 720,  
7<sup>th</sup> Floor, A-Wing, Nirman Bhawan  
Maulana Azad Road, New Delhi-110 108  
Ph. No-011 2306 1178, email: [tcsp@dcmsme.gov.in](mailto:tcsp@dcmsme.gov.in)**