

CENTRAL TOOL ROOM
MINISTRY OF MICRO, SMALL & MEDIUM ENTERPRISES
GOVERNMENT OF INDIA
A-5, FOCAL POINT,
LUDHIANA – 141 010

**DETAILS OF QUALIFICATION, EXPERIENCE & OTHER CONDITIONS FOR THE POST OF
SENIOR MANAGER (PROD. & DESIGN)**

Senior Manager (Prod. & Design) 01 Post – Unreserved in the Pay Band –3 of Rs.15600-39100 with grade pay of Rs.7600/- plus allowances. Maximum Age: 45 years.

EDUCATIONAL QUALIFICATIONS :

Essential: Degree in Mechanical/Production Engg. or equivalent from a recognized university/institution.

Desirable: Post Graduate diploma in Engineering/Technology/Management from recognized institution.

EXPERIENCE:

Essential: 8 Years experience in Production/Training/Design deptt. of the tool room/reputed engineering industry of which 5 years in a responsible Technology/Management position.

Desirable: Practical experience in Tool Production/Tool Design. Experience in use of computers for Production Planning, MIS, Cost Accounting etc. Experience in Tool Production using CNC machines, CAD/CAM technology etc.

The above post is on contract basis for a period of 5 years, which could be extended thereafter each time for a maximum period of five years till the age of Superannuation.

Relaxation shall be given to SC/ST/OBC/internal candidates as admissible under rules.

Application Form should be accompanied by a **Bank draft of Rs.150/-** (Rupees one hundred fifty only) in favour of Central Tool Room, Ludhiana, payable at State Bank of India, RNW Branch, Ludhiana should reach upto **03.08.2015** to the General Manager, Central Tool Room, A-5, Focal Point, Ludhiana. Those who are employed in Govt., Public Sector undertaking/autonomous bodies should send their applications through proper channel. Late applications will be summarily rejected. CTR reserves the right to reject any application/not to fill up the post(s), without assigning any reason thereof. The last date for applying the said post is **03.08.2015**.

ADMINISTRATIVE MANAGER

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**DETAILS OF QUALIFICATION, EXPERIENCE & OTHER CONDITIONS FOR THE POST OF
ENGINEER**

Engineers: - 02 Nos. (01 Unreserved and 01 reserved for OBC for the person with disability for Locomotor) in the pay band-2 of Rs.9300-34800 with Grade Pay of Rs.4200/- plus allowance. Maximum Age:30 years.

EDUCATIONAL QUALIFICATIONS :

Essential Degree/Diploma in Electronic/Elect. Engg./ from a recognized institute.

Desirable PG Diploma in Tool Design/Production/CAD/CAM or equivalent from recognized university/institution.

EXPERIENCE:

Essential Nil for degree holder and 2 years for Diploma holders in Tool Room/recognized technical Training institutions.

Desirable Practical experience in operating machines in tool production involving CAD/CAM/CNC Technology. Candidates having diploma in computer application with teaching experience in technical/educational institution.

The above post is on contract basis for a period of 5 years, which could be extended thereafter each time for a maximum period of five years till the age of Superannuation.

Relaxation shall be given to SC/ST/OBC/Physically handicapped with locomotors/internal candidates as admissible under rules.

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**DETAILS OF QUALIFICATION, EXPERIENCE & OTHER CONDITIONS FOR THE POST OF
TECHNICIAN GRADE-III**

Technician Grade - III: (1 Post – Unreserved) in the pay band-1 of Rs.5200-20200, with Grade Pay of Rs.1900/- plus allowances. Maximum Age: 30 years.

EDUCATIONAL QUALIFICATIONS :

Essential : Matriculation from a recognized Board/Institution with I.T.I. in Machinist.

Desirable: Certificate Course in CAD/CAM/CNC

EXPERIENCE:

Essential: 1 Year practical experience in reputed Tool Rooms/Industrial Institutes

Desirable: Experience in Quality Assurance of Tools.

The above post is on contract basis for a period of 5 years, which could be extended thereafter each time for a maximum period of five years till the age of Superannuation.

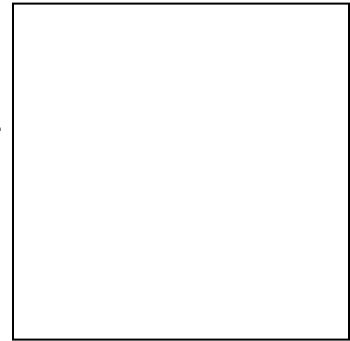
Relaxation shall be given to SC/ST/OBC/internal candidates as admissible under rules.

Application Form should be accompanied by a **Bank draft of Rs.150/-** (Rupees one hundred fifty only) in favour of Central Tool Room, Ludhiana, payable at State Bank of India, RNW Branch, Ludhiana should reach upto **03.08.2015** to the General Manager, Central Tool Room, A-5, Focal Point, Ludhiana. Those who are employed in Govt., Public Sector undertaking/autonomous bodies should send their applications through proper channel. Late applications will be summarily rejected. CTR reserves the right to reject any application/not to fill up the post(s), without assigning any reason thereof. The last date for applying the said post is **03.08.2015**.

ADMINISTRATIVE MANAGER

APPLICATION FORM

CENTRAL TOOL ROOM
A Government of India Society
A-5, Focal Point, Ludhiana – 141 010.
Ph. No. : 0161-2670057-2670059



Name of the post applied for

1. Name (in Block letters) :
2. Date of Birth :
3. Father's Name :
4. Father's Occupation :
5. Father's Address (Last address, if dead) :
6. Complete Postal Address (Present) :
7. Permanent :
8. Phone No./Mobile No. :
9. Nationality :
10. Religion :

11. Educational Qualifications (Matriculation onward):

Sr.No.	Examination	Year of Passing	Name of the University/Board	Subjects of study	Class or division	% of Marks
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12. Experience (in chronological order)

S.N.	Name of the employer	Period		Designation & Nature of duties	Pay scale/ Total Salary	Reason for leaving
		From	To			

- | | | | |
|---------------|-------|------|-------|
| 13. Languages | Speak | Read | Write |
|---------------|-------|------|-------|
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14. Extra Curricular Activities :
 15. Any specialized training/course attended :
 16. Marital status :
 17. Whether belongs to SC/ST/OBC/Ex-serviceman/handicapped (if so, give details) :
 18. Is any disciplinary/vigilance enquiry pending/contemplated against you? :
 19. Have you any objection to make reference to your employer? :
 20. Minimum joining time required :
 21. Any other information which you wish to be recorded may be mentioned in this column :
 22. Name of two responsible references (not relatives) :

1. Name	2. Name
Position	Position
Address	Address

Dated

Signature of the applicant

- Note :
- (i) Use additional sheets wherever necessary
 - (ii) Suppression of any relevant information or incomplete replies to the question In this application form will entail disqualification for appointment Subsequently.
 - (iii) Attach copy of testimonials in support of your qualification, experience.
 - (iv) Application form should be accompanied by a bank draft of Rs.150/- in favor of Central Tool Room, payable at State Bank Of India, RNW Branch, Ludhiana, or credit in A/C No.10415693035.