



CURRENCY NOTE PRESS : NASHIK
(A Unit of Security Printing & Minting Corporation of India Ltd.)
Mini-Ratna Category-I, CPSE
(Wholly owned by Government of India)
ISO : 9001:2015 & ISO 14001:2015 Certified Unit
Jail Road, Nashik Road, (Maharashtra) – 422 101



Email : cgm.cnp@spmCIL.com

Website : www.cnpnashik.spmCIL.com

Sub: Walk-in Interview for engagement of Retired Government Executive/Gazetted Officer as Consultant (Civil) at CNP, Nashik on fixed tenure contract basis.

Currency Note Press, (A Unit of SPMCIL), Nashik Road-422 101, Miniratna Category-I CPSE, Wholly owned by Govt. of India, invites candidates for Walk-in interview for the post of Consultant (Civil) on Fixed Tenure Contract Basis. Interested candidates should bring certificates in original with one set of self- attested Xerox copies in support of Date of Birth, Educational Qualifications, experience etc. as prescribed in Annexure “A” at the time of walk-in interview.

| Name of the post | Essential Qualification | Essential Experience | Category (From/to) | Monthly Compensation (All inclusive) | Contract Period of Engagement and place of posting |
|-------------------------------|--|---|--------------------|--------------------------------------|---|
| Consultant (Civil) 01 post | Diploma/ Degree in Civil Engineering. | Retired Executives/ Gazetted Officer from Government Department, State bodies, Autonomous bodies, PSU, etc. who have served in CDA/IDA Pay scales, having experience in construction and maintenance Works of structure and buildings, Quarters, Monitoring and execution of civil projects and having hand-on experience in the e- tendering process. | E-8 | Rs.75000 | Initially for a period of 01 year which is extendable on performance basis. Place of posting- Currency Note Press, Nashik Road, Nashik (Maharashtra) |
| | | | E-6 to E-7 | Rs.70000 | |
| | | | E-5 | Rs.65000 | |
| | | | E-3 to E-4 | Rs.60000 | |
| | | | E-1 to E-2 | Rs.50000 | |

Age: Up to 64 years as on 14-06-2023.

Key Responsibilities:

- Proper Planning and execution on the requirements of Civil works of the Unit
- Finalizing agency for undertaking repair maintenance work for the Unit.
- Managing the proposal of the Unit on construction and maintenance works.

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- Coordinating for the progress of the Civil works.
- Managing civil tenders for the Company.
- Giving suggestions to management to carry out preventive works for the longevity of the properties.
- Monitoring and maintenance of drainage, choke-up of pipelines etc.
- Supervision of Toilet repair & maintenance and allied activities, painting work, arrangement for keeping civil waste, packing waste material, debris etc. kept at Shop floor corridors and CNP premises at designated place as per directions as and when required.
- Any other work assigned from time to time.

GENERAL CONDITIONS:

- The appointment will be purely on contractual basis for a period of one year and extendable as per performance during the period.
- The selected candidate will not have any claim over other emoluments/ benefits/ compensations available to other CNP employees. However, for any out station travel as per the requirement, with the prior approval of the competent authority, only the expenses towards travelling, lodging and boarding (as per SPMCIL Travel rules/policies) will be borne by CNP.
- The selection will be as per the terms and conditions in this advertisement and the candidates will be required to appear for Walk-in interview on 14/06/2023.
- No correspondence will be entertained from the applicants who are not selected, either before or after the selection. The decision of CNP would be final and binding.
- Management reserves the right to reject the application without assigning any reason. The recruitment process can be cancelled/ suspended/ terminated without assigning any reasons. The decision of the CNP management will be final and no appeal will be entertained.
- Application that are not in conformity with the requirements indicated in this advertisement, incomplete applications and those received after the last date will not be entertained.
- In order to regulate the number of eligible candidates to be called for interview, if so required, CNP Management reserves the right to raise the minimum eligibility standards/criteria, OR to relax the minimum eligibility criteria/standards as the case may be.
- All eligibility conditions/Age etc. will be reckoned as on last date of receipt of applications.
- Canvassing in any form will result in disqualification.

SD/-
Jt. General Manager(HR)
For Chief General Manager

APPLICATION FOR THE POST OF CONSULTANT (CIVIL)

Recent
passport
size
photo

1. Name of the Post :
2. Name of the candidate :
3. Father's Name :
4. Date of Birth :
Age as on **14.06.2023** (DD MM YY)
5. Permanent Address:
6. Address for correspondence:
7. Phone numbers (office)-
(Residence)-
Mobile-
E-mail-
8. Date of retirement on superannuation:
9. Nationality:
10. Details of Educational Qualifications starting from professional to matriculation :

| Sr. No. | Examination passed | Year of passing | Subject | % of Marks obtained | Name of the Board / Institute |
|---------|--------------------|-----------------|---------|---------------------|-------------------------------|
| | | | | | |
| | | | | | |
| | | | | | |

Contd.. 2 ..

11. Details of Experience starting from latest employment:

| Name of organization | Position held & Level | Period (DD/MM/YYYY) | | Pay scale with Pay | Total emolument of last pay drawn | Brief description of duties |
|----------------------|-----------------------|---------------------|----|--------------------|-----------------------------------|-----------------------------|
| | | From | To | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

12. Whether any relative already working with SPMCIL. If yes, specify the relationship.

13. Copies of Certificates/testimonials to be enclosed as per attached **Annexure- 'A'** .

DECLARATION:

I _____ hereby affirm and declare that the statements made in the application are true and unexaggerated. I undertake that any misrepresentation or material omission made in this application form will render the undersigned liable to immediate dismissal.

Date:

Place:

(Signature of the Candidate)

Annexure- 'A'

✓ Check list of the documents to be enclosed with an application for the post of Consultant(Civil)

| Sr. No. | Particular | Yes / No | To be marked as 1, 2, 3 etc. for the documents |
|---------|--|----------|--|
| 1. | Degree / Diploma Certificates in Civil | | |
| 2. | Copy of retirement order / VRS etc. | | |
| 3. | Last Payment Slip (IDA/CDA/Other) | | |
| 4. | Appointment order & Promotion order with respect to level & designation | | |
| 5. | Supporting documents of level & designation at the time of retirement in IDA / CDA / Pay Scale | | |
| 6. | PPO copy, if applicable | | |
| 7. | Age proof any (10 th /12 th leaving certificate / Marksheet etc.) | | |
| 8. | Experience Certificates | | |

Total number of documents : _ _ _ _ _