



Centre for Management Development
An Autonomous Institution under the Government of Kerala
CV Raman Pillai Road, Thycaud, Thiruvananthapuram – 695 014

No.CMD/HR/004/2024

April 04, 2024

Recruitment Notification

The **Centre for Management Development (CMD)**, an autonomous institution under the Department of Industries and Commerce, Government of Kerala needs services of dynamic persons for appointments as Project Executives. Interested candidates may apply through the given link <https://forms.gle/uGChLgJEJP4PFT1v8>. The details of post are given below. The last date for receiving online application along with CV is **April 20, 2024 (05.00 P.M.)**.

*The **Centre for Management Development** is a leading, self-supporting autonomous institution, under the Department of Industries and Commerce, Government of Kerala, which provides research, consulting and training support to the Development Agencies, Corporate Sector and the Government. Established in 1979 with the objective of providing capacity development support to the Public Sector Undertakings (PSUs) in Kerala, it is sponsored by the Government of Kerala as an independent, professional and registered society.*

DETAILS OF POST

Sl. No.	Post	Qualification	Requirements
1.	Project Executive (Post Code: C/08/24)	BTech in Industrial Engineering (Full time) from reputed & recognised institutions	<p>The candidates should have good knowledge of Industrial Engineering techniques including Work Study and Manpower Assessment methodologies.</p> <p>Should have good computer and data analytic skills, language skills (English & Malayalam) and communications skills.</p> <p>Candidates with experience in organisational development activities and assessment of human resource requirements will be preferred. Freshers can also apply.</p>

REMUNERATION: Shall be fixed based on qualification and relevant experience of the candidate (pay range of Rs. 21000/- to Rs. 25000/- per month)

Duties & Responsibilities of the Position and the Desired Skill Sets

Major Duties & Responsibilities	The candidate has to carryout Industrial Engineering studies (Work Study, Manpower Assessment, etc.) as assigned by your supervisor. The duties and responsibilities shall include preparation of proposals, collection of primary data/conduct of the studies, discussions with different stakeholders, analysis, preparation of reports and presentations, etc. Will also be required to travel frequently as per the demand of the assignments.
Desired Skill Sets	Self-starter, smart and intelligent, with excellent communication skills (English/Malayalam), organizing skills, interpersonal and team skills. Should be adaptable and have the ability to cope with work pressure. Should also possess strong analytical, computer and report writing skills.

Note: Selection committee shall have the right to provide relaxation on qualification or age against experience.

General Instructions

- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying.
- Applicants should clearly mention the POST applied for in the mail subject and mail matter.
- CMD is not responsible for any discrepancy in submitting the application and CV through email.
- Incomplete/incorrect email application and applications without detailed CV will be summarily rejected. CMD under any circumstances will not entertain the information, if any, furnished by the candidate subsequently. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes through the final stage of recruitment process or even at a later stage.
- The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form.
- CMD reserves the right to fill or not fill the post advertised.
- Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for Proficiency Test/Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.
- Copies of Appointment letters, Salary Certificates, pay slip, etc. will not be accepted in lieu of work experience certificate.

**Sd/-
Director**