



No. CSVTU/FORTE/Advt/2024/011

Date: 09/02/2024

ADVERTISEMENT FOR RECRUITMENT OF STAFF FOR REC, CSR Project, CSVTU BHILAI

CSVTU Foundation for Rural Technology and Entrepreneurship (CSVTU-FORTE), a section-8 company of Chhattisgarh Swami Vivekanand Technical University (CSVTU), is inviting applications for selection at key positions in the REC, CSR Project, as mentioned below:

S. No.	Designation	No. of Positions	Monthly Salary (Rs.)
1.	Project Manager	01 position	55,000/-
2.	Production Executive	01 position	25,000/-
3.	Quality Executive	01 position	25,000/-
4.	Maintenance Supervisor	01 position	17,500/-
5.	Production Supervisor	01 position	17,500/-
6.	MTS/Accountant	01 position	25,000/-

ABOUT CSVTU-FORTE

CSVTU-Foundation for Rural Technology and Entrepreneurship (FORTE) Bhilai, is a section 8 company under the aegis of CSVTU focusing on fostering livelihood and entrepreneurship culture among the students, faculties, innovators, entrepreneurs and nearby rural and urban communities. It will provide primary, secondary livelihood opportunities for rural and below the pyramid level through CSR projects, funding support and mentoring support to startups/entrepreneurs through various schemes.

Follow us at our official website: www.csvtuforte.com

ABOUT THE REC CSR PROJECT ON MILLET

CSVTU-FORTE will promote nutritional security and livelihood generation from millets in the state of Chhattisgarh. CSVTU FORTE has received a CSR project from REC Limited for promoting Millet Food and generating entrepreneurship from millets in the state of Chhattisgarh. The main objective of this project is to promote millets, support farmers, training in traditional farming, empowerment of women and SHGs, nutritional security, etc. The project mainly features Millet processing, training, and launching Millet food carts for easy access of Millet based food among masses. Hundreds of farmers and women will get direct benefits through this project. Thousands of people will get millet food items at concessional rates. Through this project, millets will be promoted at the local level and will also open avenues for entrepreneurship.

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6.	MTS/Accountant	01 position	25,000/-

Applications are invited from deserving candidates for the following positions:

1. Project Manager

JOB DESCRIPTION :

- Execution of the Project
- Leading and Developing the Team
- Milestone based monitoring and preparing quarterly progress report of the Project
- Identifying and resolve the issues
- Performance evaluation of the Project
- Selection & procurement of projects related machinery & materials
- Monitoring progress of project, budget utilization and quality of work
- Co-ordination with vendors/FPOs/SHGs
- Preparing purchase orders as per the Govt norms.
- Any other work assigned by the competent authority

ESSENTIAL ELIGIBILITY CRITERIA

Bachelor Degree in Food / Dairy Technology/ Agriculture or relevant discipline from a reputed Indian/Foreign University/Institute; should have Minimum 05 years of total work experience in food industry/CSR Projects/livelihood projects.

DESIRABLE

- Master Degree in any Food / Dairy Technology/ Agriculture or relevant discipline
- Domain knowledge with practical experience in Food industry/CSR Projects/livelihood projects.
- Exposure of working in any instant food product/food industry.
- Administrative and managerial skills with good market linkages.
- Strong technical, communication and presentation skills.

AGE LIMIT: 50 years as on the last date of application

COMPENSATION

Consolidated remuneration of Rs. 55,000/- per Month (with 10% annual increment). Essential TA/DA during travel for project related work will be admissible as per the norms with prior approval from competent authority.

DURATION OF APPOINTMENT

On Contractual basis for one year, extendable up to 02 years or project duration (whichever is earlier) based on yearly performance review.

2. Production Executive

JOB DESCRIPTION:

Production Executive will work closely with Project Manager and Production Supervisor to run the processing unit. The production executive will be responsible for day-to-day production activity and run the operations of the facility most effectively.

ESSENTIAL ELIGIBILITY CRITERIA

Bachelor Degree in Food/ Dairy Technology/ Agriculture/ Biological Sciences or relevant discipline from a reputed Indian University/Institute; should have Minimum 02 years of total work experience in any food product/ food industry.

DESIRABLE

- Master Degree in any Food/ Dairy Technology/ Agriculture/ Biological Sciences or relevant discipline
- Domain knowledge with practical experience in Food industry
- Administrative and managerial skills
- Must be able to motivate and work with a team consisting of multiple people with different skill sets and backgrounds
- Strong technical, communication and presentation skills
- Ready for frequent travelling

AGE LIMIT: 45 years as on the last date of application

COMPENSATION

Consolidated remuneration of Rs. 25,000 per Month (with 10% annual increment). Essential TA/DA during travel for project related work will be admissible as per the norms with prior approval from competent authority.

DURATION OF APPOINTMENT

On Contractual basis for one year, extendable up to 2 years or project duration (whichever is earlier) based on yearly performance review.

3. Quality Executive

JOB DESCRIPTION:

Quality Executive will work closely with Project Manager and Production Supervisor to run the processing unit. The quality executive will be responsible for day-to-day quality management activity and ensure quality standards of all the products.

ESSENTIAL ELIGIBILITY CRITERIA

Bachelor Degree in Food / Dairy Technology/ Biotechnology/ Micro-biology/ Agriculture/ Biological Sciences discipline from a reputed Indian/Foreign University/Institute; should have Minimum 2 years of total work experience in any instant food product/ food industry.

DESIRABLE

1. Masters Degree in any Food / Dairy Technology/ Biotechnology/ Micro-biology/ Agriculture/ Biological Sciences discipline
2. Domain knowledge with practical experience in Food industry
3. Administrative and managerial skills
4. Must be able to motivate and work with a team consisting of multiple people with different skill sets and backgrounds
5. Strong technical, communication and presentation skills
6. Ready for frequent travelling

AGE LIMIT: 45 years as on the last date of application

COMPENSATION

Consolidated remuneration of Rs. 25,000 per Month (with 10% annual increment). Essential TA/DA during travel for project related work will be admissible as per the norms with prior approval from competent authority.

DURATION OF APPOINTMENT

On Contractual basis for one year, extendable up to 2 years or project duration (whichever is earlier) based on yearly performance review.

4. Maintenance Supervisor

JOB DESCRIPTION:

Maintenance Supervisor will work closely with the Production Executive to run the processing unit. The Maintenance Supervisor will be responsible for day-to-day maintenance activity of the processing unit.

ESSENTIAL ELIGIBILITY CRITERIA

- (i) Diploma in Electrical/Mechanical/Production or any relevant stream with minimum 01 year experience in relevant area

OR

- (ii) ITI in Electrical/Mechanical/Production or any relevant stream with minimum 02 years experience in relevant area

DESIRABLE

Experience in working at any industry/organization in a similar capacity.

AGE LIMIT: 45 years as on the last date of application

COMPENSATION

Consolidated remuneration of Rs. 17,500/ Month (with 10% annual increment).

DURATION OF APPOINTMENT

On Contractual basis for one year, extendable up to 2 years or project duration (whichever is earlier) based on yearly performance review.

5. Production Supervisor

JOB DESCRIPTION:

Production Supervisor will work closely with the Production Executive to run the processing unit. The Production Supervisor will be responsible for day-to-day production activity of the processing unit.

ESSENTIAL ELIGIBILITY CRITERIA

- (i) Diploma in Electrical/Mechanical/Production or any relevant stream with minimum 1 year experience in relevant area

OR

- (ii) ITI in Electrical/Mechanical/Production or any relevant stream with minimum 2 years experience in relevant area

DESIRABLE

Experience in working at any industry/organization in a similar capacity.

AGE LIMIT: 45 years as on the last date of application

COMPENSATION

Consolidated remuneration of Rs. 17,500/ Month (with 10% annual increment).

DURATION OF APPOINTMENT

On Contractual basis for one year, extendable up to 2 years or project duration (whichever is earlier) based on yearly performance review.

6. MTS/Accountant

JOB DESCRIPTION:

The MTS/accountant will oversee the accounts, overall documentation and activities of all the financial records under the project.

ESSENTIAL ELIGIBILITY CRITERIA

- (i) B Com with minimum 02 years experience in relevant area

OR

- (ii) MBA (Finance with minimum 01 year experience in relevant area

Work experience may also include working in a similar professional ecosystem/job profile in the past.

DESIRABLE

Experience in working with any industry/ organizations/ Startups/ Startup ecosystem in a similar capacity.

AGE LIMIT: 45 years as on the last date of application

COMPENSATION

Consolidated remuneration of Rs. 25,000/Month (with 10% annual increment).

DURATION OF APPOINTMENT

On Contractual basis for one year, extendable up to 2 years or project duration (whichever is earlier) based on yearly performance review.

SELECTION PROCESS & IMPORTANT TERMS:

- The applicants will be shortlisted by an expert Committee, from all the applications received by the due date. Shortlisted applicants shall then be invited for a personal interview by selection committee.
- A merit list of candidates shall be created based on personal interviews, and in order of precedence of the merit list, applicants shall be selected for the positions mentioned.
- A formal employment offer shall only be offered to the selected applicants with a definite joining date. The selected applicant may be given some time for transitions between jobs, if so necessary, as per mutually agreed terms.
- The decision of the management of CSVTU-FORTE shall be final in all matters related to this selection and eventual recruitment.
- The Chairman of the Selection Committee shall have the power to lay-down the procedure in respect of any matter not mentioned above.

- Performance of the candidate will be reviewed every six months and if found satisfactory, the tenure can be extended further. The project duration of REC Foundation CSR project is 2 years.
- Bring original documents for verification. Original documents will be cross verified at the time of interview.
- Candidates serving in Government organizations must produce **No Objection Certificate** at the time of interview.
- Experience shall be calculated on the basis of mere appointment offer/letter.
- The CSVTU-FORTE reserves the right to change the number and nature of the posts or completely reject the advertisement without any prior intimation.
- The decision of the competent authority of the CSVTU-FORTE shall be final for any matter/ discrepancy/dispute.
- No personal communication in any form (letter/paper/verbal) is allowed regarding advertisement.
- Canvassing of any kind will lead to disqualification of candidature.
- Incomplete application form shall automatically be treated as rejected and no further communication will be entertained in this regard.

HOW TO APPLY:

Interested applicants can apply online in the following link on or before the last date (mentioned below):

<https://csvtuforte.accubate.app/ext/form/1841/1/apply>

IMPORTANT NOTE:

1. The Application Fee as per the following should be paid (preferably by online payment methods) to the account given below and applicant should attach the proof of payment in the link mentioned above:

Account Name: CSVTU Foundation for Rural Tech and Entrepreneurship

Account number: 50100460004705

IFC Code: HDFC0003658

Address of Bank: Krishna Talkies Road, Ashish Nagar West, Risali, Bhilai-490006 (CG)

Fee details*:

S No	Post Name	Application Fee
1	Project Manager	2000/-
2	Production Executive	1000/-
3	Quality Executive	1000/-
4	Maintenance Supervisor	500/-
5	Production Supervisor	500/-
6	MTS/Accountant	500/-

****For application to multiple posts separate fee against each post will be applicable***

2. Please download and print the filled application form and bring the hard copies of the same along with all Enclosures (your Resume, Experience Certificates and Other supporting documents) and Proof of Payment at the time of interview.
3. Last date of submission of online application form 24-02-2024

Shortlisted Candidates will be invited for Interview. **Candidates are advised to visit the CSVTU-FORTE website regularly for any further information/update.**