



MSME Technology Development Centre

Centre for the Development of Glass Industry
Ministry of MSME, Govt. of India

A-1/1, Industrial Area, Jalesar Road, Firozabad-283203
Advt No. CDGI/503/ADVT/2019/01



ISO 14001:2004
ISO 9001:2008

MSME-Technology Development Centre (CDGI), Firozabad, a National Centre set up and established by Govt. of India under Ministry of MSME for development of small scale glass industries, invites applications from dedicated and result oriented personnel for the following posts on the pay band, grade pay and age limit as given below:

Sr. No.	Name of Post	No. of Posts				level as per 7th CPC	Max. age as on 01.07.2019	
		Gen	SC	ST	OBC			
1	Administrative Officer	1	-	-	-	(Level-10)	45	Age relaxable upto 5 Years for SC/ST/ Internal Candidates and 3 Years for OBC
2	Technician (Chemical Laboratory)	1	-	-	-	(Level-3)	30	
3	Technician (Physical Laboratory)	1	-	-	-	(Level-3)	30	
4	Furnace Operator	1	-	-	-	(Level-3)	30	

QUALIFICATION & EXPERIENCE

Sl. No. 1-ADMINISTRATIVE OFFICER

Qualification: (a) Essential: Degree in Commerce with minimum 55% marks/ICWA from a recognized University or equivalent and Post Graduate Diploma in Business Administration (b) Certificate course in Computer & Accounting. **Experience (a) Essential:** 10 years experience in Administration Deptt. of an industry organization or Govt. Deptt. of which about 4 years in responsible Administrative Position. (b) **Preferable:** Practical experience in Govt System of accounting, budgeting, recruitment and taxation laws. Practical experience in modern Budgeting, Accounting etc. from commercial company. Experience in Personnel Management

Sl. No. 2- TECHNICIAN (CHEMICAL LABORATORY)

Qualification: (a) Essential: Bachelor in Science with minimum 55% marks/Three Years Diploma in Glass & Ceramic or equivalent qualification from a recognized university/institution. **Experience: (a) Essential:** Experience of 2 years in laboratory testing of raw materials of glass and finished products.

Sl. No. 3- TECHNICIAN (PHYSICAL LABORATORY)

Qualification: Essential: Graduate in Science with minimum 55% marks/Three Years Diploma in Glass & Ceramic or equivalent qualification from a recognized university/institution. **Desirable:** Knowledge of Computer Word Processing. **Experience (a) Essential:** 2 years experience in laboratory testing of glass wares, raw materials or quality control in the production of glass wares.

Sl. No. 4 - FURNACE OPERATOR . Qualification: (a) Essential: ITI/Trade Certificate in the Glass blowing & Glass shaping machine/Furnace Operation or three years Diploma in Glass & Ceramic from a recognized institution. **Experience: (a) Essential:** 2 years experience in operation of glass plant furnaces.

The recruitment will be on contract basis for a period of 5 years initially which can further be extended till the age of superannuation. The candidates selected shall be liable to serve anywhere in India. The candidates selected shall be eligible for other fringe benefits such as EPF, Gratuity, Leave, LTC etc. as applicable in the Centre.

HOW TO APPLY: Applications indicating the Name, date of birth, Caste (SC/ST/OBC/General), address for correspondence, educational qualification & experience, post held, salary drawn, nature of jobs etc., affixing a recent passport size photograph on the right top corner of the application and enclosing non-refundable crossed demand draft/postal order of Rs. 1000/- excluding SC/ST candidates drawn in favour of 'Principal Director - Centre for the Development of Glass Industry', payable at "Firozabad" shall be mailed to the Principal Director, MSME - Technology Development Centre (Centre for the Development of Glass Industry), A-1/1, Industrial Area, Jalesar Road, Firozabad - 283203 (UP) so as to reach him within 30 days from the date of this advertisement. The envelopes should be superscribed with the name of the post applied for. Applicants must also enclosed self attested copies of certificates and testimonials, possessing the essential and desirable qualifications, experience, date of birth etc. with the application. Candidates employed in Govt./Quasi Govt. and PSUs should apply through proper channel or produce NOC from their employer at the time of interview. Candidates applying for more than one post should submit separate applications. Candidates called for interview shall be reimbursed to the extent of III AC Class to & fro rail fare to the candidates (serial no. 1) and Sleeper Class to & fro rail fare to the candidates (serial no. 2 to 4) by shortest routes on production of tickets on which journey has been performed. The details along with prescribed application form in this regard shall be available on Centre's website : www.cdgiindia.net.

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PRINCIPAL DIRECTOR
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