

ADVERTISEMENT FOR HIRING THE SERVICES OF AN ENGINEER/M.C.A./M.SC GRADUATE ON CONTRACTUAL BASIS BY THE BRTC SOCIETY.

Introduction: -

"Bamboo Research and Training Centre, Chichpalli (BRTC)", has been constituted vide Maharashtra State Government Resolution bearing No. Est-2014/SI.No 64/Part-2/F9/Mantralaya Mumbai Dt. 04-12-2014. "BRTC Society" is registered under Society Act-1860 & Bombay Public Trust Act-1950.

Bamboo Research & Training Centre, Chichpalli, a public Society and Trust, is successfully carrying out various Bamboo based vocational training courses and Diploma in Bamboo Technology. The new normalcy has become the part and parcel of the education system due to Covid-19. Classes and seminars have become online mandatorily. BRTC has a webpage in which most of the details related to BRTC are being published. In addition, BRTC is providing the sales platform for common facilities centers that are established by BRTC. In order to cater all IT related activities, the BRTC Society is in need of the services of the below mentioned qualified people. Hence, the applications are invited. Details are as follows.

Sr. no.	Details of the service	Emoluments per month (Rs)
1	Services of B.E Information Technology/ M.C.A / M.C.A B-level/ M. Sc Information Technology / M. Sc Computer Science	25,000

Minimum Qualification: -

B.E Information Technology/ M.C.A / M.C.A B-level/ M. Sc Information Technology / M. Sc Computer Science from any recognised universities.

Language fluency: Hindi and English.

Good communication skills with better teaching skills.

Work Experience: 2 years of experience in Information Technology.

Nature of Work: -

- Looking after all the registration process for various activities like workshops, trainings, seminars, fairs etc.
- Arranging Online Classes, lectures, meetings, seminars and workshops etc.
- Looking after all online activities for Diploma in Bamboo Technology like Affiliation, Enrolment, Applying for Tests, Monitoring Activities etc
- Attending and solving the server related issues at BRTC
- Attending and solving all I.T related issues
- Designing and maintaining the dynamic website for BRTC.
- Preparation of various catalogue, brochures, pamphlets, power point presentations and Publicity materials etc.
- Designing prototype of products.
- Preparation of various study materials for training with the assistance of concerned department.
- Maintaining all the computer systems of BRTC and keeping periodical back up of all the data.
- Maintenance of computer lab at BRTC and Publicity wing of BRTC
- Assisting other departments in Computer related works.
- Execution of E-tender process and facilitation of Purchases in GeM (Government E Market Place).
- Maintaining Social Media and documentation of the events.
- Any other works given by BRTC Society based on needs.

Terms & Conditions: -

- All the rights regarding the appointment are vested with selection committee and executive committee of the BRTC Society. Decision of the committee(s) is final and binding.
- Legal agreement between the BRTC Society and the selected candidate will be executed on the successful selection.
- Recruitment is purely temporary in nature and it is contractual under the BRTC Society.

How to Apply: - Filled application with the true copies of testimonials to be submitted to the office of BRTC Chichpalli, at Chandrapur on or before 18.15 Hrs, 10/01/2021.

Selection Procedure: - candidates shall log on to www.brtc.org.in for the selection criteria. After the scrutiny of applications, eligible candidates will be called for an interview and skill test. Eligible candidates will be intimated over phone/E-Mail regarding the selection. Original certificates and documents shall be submitted to the selection committee or officer(s) appointed by the selection committee a day before the interview for scrutiny. Original certificates will be verified and returned back on the same day. Interview and skill test will be conducted at Chandrapur by the selection committee of the BRTC Society. For more detail's logon to website www.brtc.org.in. Any queries contact 07060977083, 7798882789.

-Sd-

Selection Committee,
BRTC Society.

Application Form

Paste latest
Passport size
photograph

(Note: - To be filled in CAPITAL LETTERS)

1. Full Name of the Applicant: - _____

(*Mention name as per the 10th mark sheet.)

2. Date of Birth: -

D	D	M	M	Y	Y	Y	Y

3. Gender: - Female/Male/Transgender

4. Father's Name: _____

5. Mother's Name: _____

6. Nationality: _____

7. Mobile No. _____

8. Email I.D: - _____

9. Address for communication: - _____

10. Educational qualification: -

Sr. no.	Examination Passed	Subject	Name of Board/University	Year of passed	Total marks	Marks obtained

11. Curriculum Vitae: Enclose the C.V. It shall not exceed 2 pages. C.V shall contain the information related to point no 4 & 5 mentioned in the selection criteria. Log on to www.brtc.org.in for more details.

12. Enclose the true copies/self-attested of following certificates/documents.

- Certificates of B.E Information Technology/ M.C.A / M.C.A B-level/ M. Sc Information Technology / M. Sc Computer Science from any recognised universities: Yes/No
- English Language pass in 10th standard: Yes/No
- Work experience of minimum of 2 years: Yes/No
- Certificates on communication skills/public speaking/presentation skills that includes training/courses from any reputed institutes/universities etc.(optional): Yes/No
- Certificates on CAD Courses/graphic courses/any courses related to designing(optional): Yes/No

Certificates mentioned in 12 (a) to 12 (c) are compulsory to get qualified for interview and skill test.

Declaration

I _____, do hereby declare that the information given above is true to the best of any knowledge and belief. I do hereby agree for any legal action if the information is found wrong/false.

I _____, do hereby agree and accept the terms and conditions, selection criteria and conditions published along with the advertisement.

Place:

Date:

Signature of Applicant