

Bundelkhand Industrial Development Authority, Jhansi

Instructions

Application for the post of General Manager /Senior Manager/ Manager (Civil) & General Manager /Senior Manager/ Manager (Electrical & Mechanical)/Deputy General Manager (Architecture & Planning) and Chief Staff Officer on Deputation.

Reference No: 418/Karmik/Deputation/2024-25 Dated: 13-02-2025

Bundelkhand Industrial Development Authority

Block-A, Kissan Bazar, Talpura Jhansi, Uttar Pradesh 284001.

I. Bundelkhand Industrial Development Authority Invites application from eligible candidates in the prescribed format for appointment on deputation basis for the following posts:

01	General Manager (Civil)	INR 37400-67000 Grade Pay 8700
02	Senior Manager (Civil)	INR 15600-39100 Grade Pay 6600
03	Manager (Civil)	INR 15600-39100 Grade Pay 5400
04	General Manager (Mechanical C Electrical)	INR 37400-67000 Grade Pay 8700
05	Deputy General Manager (Architecture C Planning)	INR 15600-39100 Grade Pay 7600
06	Chief Staff Officer	INR 15600-39100 Grade Pay 7600

II . Detailed advertisement and the Application format have been hosted on the BIDA website at <https://bida.co.in/> and application format can be downloaded from there. Duly filled application along with attested copies of all relevant certificates are to be sent by applicant to In-Charge, OSD Karmik, Bundelkhand Industrial Development Authority, Block-A, Kissan Bazar, Talpura Jhansi, District Jhansi, Uttar Pradesh super scribing on the envelope "Application for the post of General Manager (Civil/Electrical C Mechanical), Senior Manager (Civil/ Electrical C Mechanical), Manager (Civil/ Electrical C Mechanical) and Deputy General Manager (Architecture C Planning) Bundelkhand Industrial Development Authority on Deputation". The closing date for receiving the application is on or before 11/03/2025

III. Eligibility:

a. General Manager, Senior Manager, Manager (Civil/Electrical s Mechanical)

Officers under the Central Government/State Government/ Statutory C Autonomous Bodies in the Engineering Departments, possessing the following education qualifications and experience:

- Degree in Engineering (Civil/Electrical/Mechanical) in First Division from a reputed/recognized institute.
- Experience of working on Computer in Engineering software's

b. Deputy General Manager (Architecture s Planning)

- Degree in Engineering (Architecture C Planning) in First Division from a reputed/recognized institute.
- Experience of working on Computer in Engineering software's

c. Chief Staff Officer

- Graduation/ Postgraduation
- Experience of working in Office Management.

IV. The qualification/eligibility is minimum requirement and the same does not automatically make candidates eligible for selection. Based on submitted application form, the Selection Committee will short-list candidates who may be called for interview. The candidates have to produce all relevant original documents at the time of the interview.

V. All applicants need to send their application only through proper channel via registered post to BIDA Office and on email bidajhs1234@gmail.com While forwarding the application the following documents should be sent along with their application by the concerned authority/department forwarding the application:

- a. Completed application form (with enclosures mentioned in point no. 15 of application form)
- b. No Objection C Endorsement Certificate about the Integrity of the Officer recommended for appointment on deputation duly signed (with official stamp) from Competent Authority

VI. Interview for selection to the post will be held at BIDA. No TA/DA will be paid to candidates for appearing for interview by Bundelkhand Development Authority.

II. Selection Process

The Authority has adopted a two stage selection process for the selection of suitable candidates for the above-mentioned posts.

- a. Stage 1: Shortlisting of eligible candidates for personal Interview
- b. Stage 2: Personal Interview
- c. Stage Approval from Board and Industrial Development Department, U.P for 3 years period and can be increased as per requirement subject to board and government approval.

III. Eligibility:

d. General Manager, Senior Manager, Manager (Civil/Electrical C Mechanical)

Officers under the Central Government/State Government/ Statutory C Autonomous Bodies in the Engineering Departments, possessing the following education qualifications and experience:

- Degree in Engineering (Civil/Electrical/Mechanical) in First Division from a reputed/recognized institute.
 - Experience of working on Computer in Engineering software's
- e. Deputy General Manager (Architecture C Planning)
- Degree in Engineering (Architecture C Planning) in First Division from a reputed/recognized institute.
 - Experience of working on Computer in Engineering software's
- f. Chief Staff Officer
- Graduation/ Postgraduation
 - Experience of working in Office Management.

IV Evaluation Criteria

a. Stage 1: Evaluation parameters for shortlisting candidates for personal interview.

#	Evaluation Parameters	Max Marks	Documents,
1	Education Qualification 1. Diploma in engineering (Civil/Electrical & Mechanical) - Marks: 20 2. Bachelor's Degree in Engineering (Civil/Electrical & Mechanical) - Marks: 25 3. Master's Degree in Engineering (Civil/Electrical & Mechanical) - Marks: 30	30	Self-attested degree documents
2	Professional Experience of working as Assistant General Manager /Senior Manager/ Manager (Civil) & General Manager /Senior Manager/ Manager (Electrical & Mechanical) and Deputy General Manager (Architecture & Planning) in the grade from CPWD/PWD/ similar offices from Central State Engineering Department 1. 5+ years' experience: 20 marks 2. 12+ years' experience: 25 marks 3. 15+ years' experience: 30 marks	30	Application form C No Objection and Endorsement certificate
3	Certificates/Testimonials/Commendation/ Award	10	Self-Attested copies of the document

#	Evaluation Parameters.	Max Marks	Documents
	Personal Interview: The marks to be assigned shall be determined considering the following three sub-criteria and relevant weights: 1. General qualifications (general education, training, and experience): 10 marks	30	Original documents: 1. Diploma/ degree certificates 2. Original Certificates/ Testimonials/ commendation/ Award

	2. Adequacy for the position (relevant education, training, experience in similar positions): 10 marks 3. Years of experience in similar position: 10 marks		
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a. Stage 2: Evaluation Parameters for Personal Interview

V. Scoring Process:

- a. The applications of only the eligible candidates will be considered and will be ranked in terms of their total scores as per the stage 1 evaluation parameters, mentioned in serial no. IV (a).
- b. The top scoring applications, as per the stage 1 evaluation criteria, will be invited for a personal interview held at the Bundelkhand Industrial Development Authority, Block-A, Kissan Baazar, Taalpura Jhansi . The date for the interview will be decided by the Recruitment Committee.
- c. Personal Interview will be scored as per the evaluation criteria mentioned in serial no. IV (b).
- d. Final selection will be based on the combined scores of Stage 1 C Stage 2.
- e. Consolidated score = Stage 1: Application form (70 maximum marks) + Stage 2: Interview (30 maximum marks).

VI. Selection of candidates:

- a. After the above evaluation process, the candidates will be ranked in terms of their total combined score. Based on this ranking the top candidates will be requested to join BIDA, Jhansi in accordance with the number of available positions of the particular post. However, BIDA reserves Jhansi the right to reject all the candidates based on current work requirements of the Authority.
- b. In the event that a selected candidate withdraws or is not selected for any reason, BIDA, Jhansi may extend the joining offer to next candidate with the next highest combined score as per the ranking list.


In-Charge
OSD, Karmik