

MSME, Technology Development Centre (formerly IDEMI), Mumbai is a Government of India Society, a renowned Institute to provide services to Micro, Small & Medium Enterprises in the field of Design & Development, Calibration & Testing of Mechanical, Electrical, Electronic & Process Control Instruments / Equipments / Products / Appliances etc. Institute also undertakes Design & Manufacture of high quality tools and machining of precision components. Institute also conducts Training Programmes in Electrical, Electronics Mechanical & Information Technology fields. MSME, Technology Development Centre (**formerly IDEMI**), Mumbai invites application from dynamic, result oriented persons in the respective fields for filling up the following posts.

Sr. No.	Name of the Post	Pay Scale Rs.	Max. Age in yrs. (As on 1.9.16)	No. of Posts			
				GEN	SC	OBC	ST
1	Assistant Director (Training)	PB – 3 – 15600 – 39100/- (G.P.- 5400)	35 years	1	-	-	-

Application forms are available on web site. ([www.idemi.org](http://www.idemi.org)). ABOVE POST ARE PURELY ON CONTRACT BASIS.

**QUALIFICATION & EXPERIENCE:**

**POST - ASSISTANT DIRECTOR: (TRAINING)**

**Qualification:**

**Essential:** Degree in Engineering in Electrical / Electronics/ Communication / Instrumentation/ Mechanical disciplines/ Degree/ Diploma in Commercial or Fine Arts from a recognized university/ Institutions or equivalent from a recognized University/Institution.

**Desirable:** Post Graduate Diploma in Engineering /Technology/Management/ Diploma in Cinematography from film and Television Institute of India, Pune or equivalent from recognized University/ Institution.

**Experience:**

**Essential:** 5 years experience in production / Planning Department of Tool Room in a reputed Engineering Industry of which 3 years in a responsible position

OR

5 years experience in animation industry of which 3 years in a responsible position.

**Desirable:** - Practical experience in planning HRD Programme  
- Conducting Training courses, Seminars etc. in Tool & Die Making, Tool Design, Animation/ Graphics or equivalent  
- Use of modern teaching aids, etc.

**Age Limit:** 35 years, relaxable up to 5 years for SC/ST/Internal Candidate & 3 years for OBC

**PERK & ALLOWANCES:** These post besides pay scale carry attractive fringe benefits such as Dearness Allowance facility, House Rent Allowance, Transport Allowance, LTC, CPF, Gratuity, Medical Allowance etc. Higher star in salary can be considered for exceptionally meritorious, qualified and experienced candidates.

**HOW TO APPLY:** The Application format is available in web site ([www.idemi.org](http://www.idemi.org)).

Attested photocopies of relevant certificates in respect of qualification, date of birth, etc. should be enclosed with the application. Incomplete application will be rejected. If information provided is found false at any stage the candidates will be liable for the rejection.

Person working in Govt. & Quasi Govt. or public sector undertaking should apply through proper channel with NOC copy. Please write name of post applied for "Assistant Director" on an envelope.

MANAGEMENT RESERVES THE RIGHT TO ALTER THE ELIGIBILITY STANDARDS. MERE FULFILMENT OF THE ELIGIBILITY NORMS WILL NOT ENTITLE A CANDIDATE TO BE CALLED FOR INTERVIEW AND THE DECISION OF THE MANAGEMENT IN THIS REGARDS SHALL BE FINAL & BINDING.

**APPLICATION MUST REACH ON OR BEFORE 15<sup>TH</sup> SEPTEMBER,2016 TO : THE MANAGING DIRECTOR, INSTITUTE FOR DESIGN OF ELECTRICAL MEASURING INSTRUMENTS, EASTERN EXPRESS HIGHWAY, CHUNABHATTI, SION P.O., MUNBAI – 400 022 BY POST.**

Filled in prescribed application forms along with required DD of Rs. 500/- in favour of "IDEMI Mumbai".



**12. Educational & Professional Qualifications: Matriculation/SSLC onwards (as on 01.01.2016)**

Examination Passed	Name of the Institution/ University	Subjects studied in detail	Date, Month & year of passing	%age of aggregate marks

**13. Particulars of past experience including the present occupation/ job (as on 01.01.2016)**

Name of the employer(s) etc. & the nature of activities carried out by them	Designation	Period of service		Length of service		Nature of duties performed in detail	Remarks (reason for leaving service)
		From	To	Year	months		

**14. Application Fee/Postal Charges Details**

<b>Name of the issuing Bank</b>	
<b>Place of Issue</b>	
<b>Demand Draft Number</b>	
<b>MICR No.</b>	
<b>Date of Issue</b>	
<b>Amount</b>	

**15. Languages known: (Mark “✓” in the appropriate box)**

Sr. No.	Language	Read	Write	Speak

**16. Registration No., if registered with Employment Exchange:** \_\_\_\_\_**17. Any other information:** \_\_\_\_\_

I .....hereby declare that all statements made in this application are true, complete & correct to the best of my knowledge and belief. I understand that in the event of any information being found false or incorrect at any stage or not satisfying the eligibility criteria according to the requirements of the relative advertisement, my candidature/appointment is liable to be cancelled/terminated. I hereby agree that any legal proceedings in respect of any matter(s) or claims or disputes arising out of this application and/or out of the said advertisement can be instituted by me only at Mumbai and Courts/Tribunals/Forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/dispute. I undertake to abide by all the terms and conditions in the advertisement given by IDEMI.

**Place:****Date:****Signature of the Candidate**