

Business Development Personnel

Ref. BDE/W/04/2020 (18.11.2020)

Initially on contract appointment in the grade of Principal Consultant/ Senior Consultant, and shall be absorbed (permanent) into the grade within 2 years upon satisfactory performance

A. Basic Qualification

- First class engineering graduate with MBA/ PGDM from reputed institutions
- Currently heading the BD function with at least five direct reports
- Should have 10-15 years of post-qualification experience exclusively in Business Development domain out of which at least five years' experience is in technical consulting firms.
- Should be conversant with all types of business channels
- Shall possess expert knowledge on MS Office and working knowledge of ERP applications
- Added advantage shall be given for candidates having memberships in relevant professional bodies

B. Job Description

- Formulate and implement strategic road map in line with company's capability & capacity.
- Achieve budgeted order book targets year-on- year as per business acquisition plan
- Generate new revenue streams across engineering sectors
- Build adequate data-base on markets, government policies, competitors, etc.
- Monitor, review, audit the targets of all business activities i.e. plan vs achievement
- Inclusive prospecting across markets /clients
- Aggressive tender mining from all media, and optimum participation.
- Networking across business associates, competitors, stakeholders
- Liaisoning with ministries/departments at Centre /state
- Extensive participation in seminars, trade fairs, events, exhibitions etc.
- Explore International business

C. Remuneration and Perquisites

Grade	Principal Consultant	Senior Consultant Gr. I	Senior Consultant Gr. II
Scale of Pay	87000-4100-111600-4800-150000	75300-3250-94800-4100-131700	63600-2600-79200-3250-108450
Dearness Allowance, calibrated to Government price indices	As per Central Govt. Norms (at present it is 12% of Basic Pay)	As per Central Govt. Norms (at present it is 12% of Basic Pay)	As per Central Govt. Norms (at present it is 12% of Basic Pay)
HRA	30% of Basic Pay	30% of Basic Pay	30% of Basic Pay
City Compensatory Allowance	300.00	300.00	300.00
Conveyance Allowance(if one owns and uses a Four wheeler)	6700	6300.00	6300.00
Medical Allowance for OPD consultations	1250.00	1250.00	1250.00

Reimbursement of subscription for English Newspaper and English	333.00	333.00	333.00
Company Contribution:			
To Provident Fund / Pension Fund (as per EPF Act)	12% of Basic + DA	12% of Basic + DA	12% of Basic + DA
Approximate total emoluments per month at minimum of scale. (Performance related pay, monetized value of other perquisites would be additional)	143815.00	125229.00	107043.00

(Total emoluments have been calculated based on the base figure of the scale for each grade)

Other benefits*

- Subsidized Lunch Facility
- Mobile facility arranged by the company
- Reimbursement of Hospitalization Expenses covered under Group Medi- claim Policy with Insurance Company
- Gratuity as per Gratuity Act
- Leave Encashment as per Company Rules
- Casual Leave/Sick Leave/ Privilege Leave as per Company Rules
- Performance related pay linked to incentive distribution scheme of KITCO
- Site Allowance as per Company Rules if postings other than Head Office
- Leave Fare Concession as per Company Rules
- Reimbursement of Children Education and Hostel Allowance as per Rule 2BB of the Income Tax Act

***Other benefits" applicability shall vary based on Contract/ permanent posts.*

Note:

- Remuneration & Perquisites would be decided based on the number of years of relevant work experience.
- Exceptionally eligible candidates may be considered for additional increments at the time of initial joining.