

EMPANELMENT FOR THE POST OF JUNIOR PROJECT SPECIFIC OFFICER (MANAGEMENT)

Ref: KITCO-PSO/W/06/2021 (01.10.2021)

INSTRUCTIONS TO CANDIDATES

- Candidates are advised to ensure that they fulfill the eligibility criteria as per notification (qualification, experience, etc.) and that the particulars furnished by them are correct in all respects. In case it is detected at any stage of the recruitment process that the candidate does not fulfill the eligibility criteria and/ or does not comply with other requirements and/or he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature is liable to be rejected.
- Screening of applications as per respective cut-off dates will be done with reference to the qualification, work experience, etc.
- Short listed candidates will have to submit scanned copies and also the originals of their credentials during the recruitment process as shall be intimated.
- The Management reserves the right to call only a limited number of candidates for interview.
- KITCO Ltd. will not be responsible for any delay in submission of application within the specified time.
- The period of appointment to the above posts shall be on a retainership basis as per operational requirements of KITCO.
- Remuneration shall be on a consolidated basis, with a minimum of Rs. 15000/- per month, based on the qualification and experience of the candidate.

Junior Project Specific Officer (Management)

Responsibilities

- Preparation of Project Reports/Techno Economic Feasibility Reports and Business plan
- Market Research activities including conducting market survey, customer satisfaction survey, data analysis & interpretation
- Co-ordinating with Detailed Engineering divisions of KITCO for project formulation.
- Business development and undertaking Business Promotion activities (Identification of business opportunities, developing concept notes, preparation of proposals, follow up with clients, etc.)

Eligibility Criteria

- Any Graduate with First Class Post Graduate Degree/First Class Diploma in Business Administration/ Management, and
- Possessing 1 to 3 years' relevant experience