KERALA STATE INDUSTRIAL DEVELOPMENT CORPORATION LTD.

Advt. No.: KSIDC/05/2021-22   August 11, 2021

NOTIFICATION

The Kerala State Industrial Development Corporation Ltd. (KSIDC), a premier Public Sector Undertaking in Kerala engaged in industrial & investment promotion, project financing & facilitation, development of industrial infrastructure & parks, development of mega projects, spearheading entrepreneurship development initiatives of GoK, nodal agency for implementing Ease of Doing Business (EODB) Initiatives , facilitating clearances through online mechanism - Kerala Single Window Interface for Fast and Transparent Clearances (KSWIFT) , nodal agency for implementing the Waste to Energy projects etc., invites application from qualified and competent candidates for appointment to the following posts -:

Post	1. Project Officer (Seed Fund) 2. Business Development Executive (Investment Facilitation) 3. Business Development Executive (Business Incubation Centre) 4. Business Development Executive (Investment Promotion) 5. Project Executive – (KSWIFT)
Nature	On Contract
Vacancy	1. Project Officer (Seed Fund) -1 2. Business Development Executive (Investment Facilitation)- 3 3. Business Development Executive (Business Incubation Centre)- 1 4. Business Development Executive (Investment Promotion)-3 5. Project Executive – (KSWIFT) - 6
Qualification	1. Project Officer (Seed Fund) – CA (Inter)/ ICWA (Inter) 2.Business Development Executive – 1st class Degree + 1st class MBA 3. Project Executive (KSWIFT) – 1st class B. Tech OR 1st class MCA

Experience	1.<u>Project Officer (Seed Fund)</u> Minimum **four years of post-qualification experience** in the field of project appraisals, processing loan applications, verification of books of accounts, financial statement analysis, monitoring financial performance, preparation of MIS Reports etc, 2.<u>Business Development Executive</u> (Investment Facilitation) Minimum **two years of post-qualification experience** with expertise in poster design, short video creation tools, email campaigning, content writing, developing marketing strategy / digital marketing through social media in Government / Private Sector 3. <u>Business Development Executive</u> (Business Incubation Centre) Minimum **two years of post-qualification experience** in managing the operations, marketing and development of the Business Incubator/ Business Processing Centre 4. <u>Business Development Executive (Investment Promotion)-</u> Minimum **two years of post-qualification experience** in the field of event management and promotional activities, business development activities, coordination with social media/other agencies for promotion of business, liasoning with Government agencies etc. 5<u>. Project Executive – (KSWIFT) –</u> Minimum **two years of post-qualification experience** in software application support in Government / Private Sector
Age	25-35 years
Consolidated pay	• Project Officer – Rs 40,000/-per month • Business Development Executive - Rs. 30,000/- per month • Project Executive - Rs. 30,000/- per month
Location	Across Kerala The selected candidates will be liable to be posted at any of the departments/ division across Kerala in which the Corporation is interested.

Cut-off date for age and experience criteria is 11.08.2021

Interested candidates fulfilling eligibility criteria, may apply via **ONLINE** mode only by filling the prescribed application form given in the website of KSIDC *(www.ksidc.org)* or Centre for Management Development (CMD), Thiruvananthapuram *(www.cmdkerala.net)*

- The online application submission link will be open on **11.08.2021 (10:00 am)**
- The last date for submitting the online application is **25**.**08.2021 (5:00 pm)**

Selection Methodology

The applications will be subjected to a scrutiny based on the details provided by the candidate, and a list of candidates eligible for the test will be prepared. A shortlist of the candidates who qualify the test will be prepared, and those candidates will have to appear for Group Discussion and Interview. The appointment of candidates will be based on the combined score for test, group discussion and interview subject to the fulfillment of other eligibility criteria, as per the norms of KSIDC/CMD.

It shall be noted that admittance to various stages of the recruitment will be **provisional** only, and will not confer any claim unless various other conditions of selection are satisfied as the prevailing rules of the organization. Detailed scrutiny of the applications/credentials will be conducted before interview/appointment. Any discrepancy found during the detailed scrutiny will result in the rejection of candidature.

KSIDC/CMD reserves the right to shortlist only a limit of candidates for test/group discussion/interview, as the case may be for the post, based on marks secured in their academic qualification, experience, etc. Candidate should clearly mention the marks scored in their academic qualification in the application. The conversion of grade/CGPA to percentage would be based on the procedure certified by the University from where they have obtained the degree. The onus of proving the conversion from grade/CGPA to percentage of marks would rest with the candidate.

Instructions for Scanning of Photograph & Signature: -

- ➢ Scan the latest photograph of the candidate and upload the same in the space provided in the online application [scanned image shall be less than 200KB in *.JPG format only]
- ➢ Candidate shall make his/her signature on a white paper, scan the same and upload it in the space provided in the online application [scanned image shall be less than 50KB in *.JPG format only]
- ➢ The candidate has to scan his full signature, since the signature is proof of identity, it must be genuine and in full: initials are not sufficient. Signature in CAPITAL LETTERS is not permitted. The signature must be signed only by the candidate and may not by any other person.
- ➢ The candidate has to scan and upload all relevant documents for proof of age, caste, educational qualification and experience in the space provided in the online application [scanned image shall be less than 400 MB in *.JPG format only]

General Instructions

- Applicant must be citizens of India.
- The applicants are required to go through the detailed notification carefully and decide themselves about their eligibility for this recruitment before applying online
- The qualification stipulated for the post must be from a recognised University / Institute. Those applicants having qualification equivalent to any of the prescribed

qualification should submit equivalency certificate issued by the competent authority and without such certificate, their candidature shall not be considered

- Experience acquired after the date of passing of the qualification stipulated shall only be considered.

- KSIDC/ CMD is not responsible for any discrepancy in submitting the application. The applicant should not furnish any false, tampered, fabricated information or suppress any material information while filling up the application form. If the particulars furnished in the Online application form do no tally with the original documents produced by the Candidates his/her candidature will be rejected.

- In the event of any information provided by the candidates being found false or incorrect at any stage, their candidature/appointment is liable to be cancelled/terminated without any notice.

- KSIDC/CMD reserves the right to call for any additional documentary evidence from candidates in support of educational qualifications/experience / other notified eligibility requirements.

- Relaxation in age / experience will be considered for deserving cases.
- Canvassing in any form will lead to disqualification.
- KSIDC reserves the right to fill or not fill the post advertised.

- Applicants should have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. CMD may send intimation to download call letters for Written test/Group discussion/Interview through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.

- The copy of the Appointment letters, Salary Certificates, pay slip etc. will not be accepted in lieu of work experience certificate.

- In case of any problems faced by the candidates in filling up the online application form they may contact the HELP DESK on the phone number: 0471 2320101 ext: 237,250 between 10 am and 5:30 pm on working days (Monday – Friday)

11/08/2021   **MANAGING DIRECTOR**