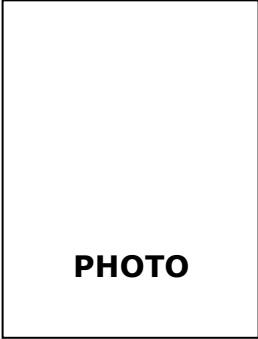<u>Application for the post of Assistant Manager (IT)</u>

<u>(To be filled, scanned and emailed to hrd@sipcot.in)</u>

1. Name of the Applicant (BLOCK LETTERS):_____

2. Father's Name : _____

3. Date of Birth (with age in yrs) : _____

4. Gender (Male / Female) _____

PHOTO

5. Nationality _____

6. Marital Status _____

7. Permanent Address _____

_____

_____

8. Contact Address _____

_____

_____

9. Mobile No. _____

10. Alternate Mobile No. / Land Line _____

11. E-mail id _____

12. Educational Qualifications:

S.No.	Educational Qualification	Year of Passing	University / Board / Institute	Grade / Class obtain	Marks in (%)
1					
2					

3					

13.Experience :

S.No.	Name of the firm / company	Designation	Duration For the period		Total Duration	Job Nature
			From	To		
1						
2						

Enclosure: 1) ID card proof (Aadhaar/PAN)

           2) Copy of Degree/Master Degree issued by Univeristy

           3) Experience certificate

Declaration :

I _____, hereby declare that the particulars furnished by me in this application are true and to the best of my knowledge and belief. In case, if the details furnished by me above is / are found to be incorrect or false at a later dates, I am aware that my candidature will be liable to be rejected without notice.

PLACE:

DATE :   SIGNATURE OF THE CANDIDATE

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LTD.
(A Government of Tamilnadu Undertaking)
19-A, Rukmani Lakshmipathy Road, Egmore, Chennai – 600 008.

NOTIFICATION

HRD/02/2022   **Dated.12.05.2022**

Applicants are invited for engagement of Personnel with the prescribed Qualification and Experience for the post of Assistant Manager (IT):

Sl. No.	Position	No.	Qualification/Experience
1	Assistant Manager (IT)	1	B.E. (CS) / B.Tech (IT) with the minimum of 5 years experience in Information Technology / Computer Systems.

Eligible applicants are requested to refer the Terms of Reference uploaded in SIPCOT website viz. www.sipcot.tn.gov.in regarding emoluments, qualifications, experience etc. and send the application as per the format which can be downloaded, filled and emailed to hrd@sipcot.in

Salary will be commensurate with the experience.

The last date for receipt of application is 25.5.2022 @ 5.00 p.m. SIPCOT would not be responsible for any delay in submission of application due to network problem etc. SIPCOT reserves the right to reject any or all applications without assigning reasons there for. The engagement is purely temporary.

Sd/---
MANAGING DIRECTOR

/Forwarded By Order/

G. Sheir
GENERAL MANAGER (HRD)

Scope of Work:

- Implementing process initiatives using Technology and management tools to collaborate and communicate internally and externally
- Network and server maintenance
- Solving IT issues and ensuring IT security of the Organization including maintenance of proper database etc..

Duration of Contract: The Contract period is initially for one year and extendable based on the performance on need basis for 3 years.

Sd/----
**MANAGING DIRECTOR
SIPCOT**

/Forwarded By Order/

G. Shein
GENERAL MANAGER (HRD)

STATE INDUSTRIES PROMOTION CORPORATION OF TAMILNADU LIMITED

19-A, Rukmani Lakshmipathy Road, Egmore, Chennai – 600 008.

Terms of Reference for engagement of Assistant Manager (IT)

Background:

      SIPCOT has so far established 24 Industrial Parks, 6 Special Economic Zones (SEZ) over an extent of about 35,334 acres in 15 Districts and allotted an extent of about 24,551 acres of land to 2,890 units, thereby creating employment opportunities for about 7.10 lakh persons. Further, SIPCOT has planned to create large Land Banks to an extent of about 45,000 acres of land over a period of 5 years.

      Apart from this, the Corporation is in the process of preparation of a web-based application / software for end to end computerisation of all modules. This will include land allotment (Projects), RTI applications, CM Cell Petition Grievances etc.,

      SIPCOT has a vision to go completely online and paperless in due course of time and making the SIPCOT website as the first stop for all information for the potential industries / investors / stakeholders. Hence, in order to implement the vision of SIPCOT, it is proposed to engage one personnel for the post of Manager (IT) on contract basis at SIPCOT Head Office, Chennai.

Position/Qualification/Experience/Salary:

Sl. No.	Position	No.	Qualification/Experience	Likely Salary (Rs. Lakhs/ Month)	Age Limit
1	Assistant Manager (IT)	1 (One)	B.E. (CS) / B.Tech (IT) with the minimum of 5 years experience in Information Technology / Computer Systems.	Salary will be commensurate with the experience.	Should not complete 30 years as on 01.05.2022