

## Wanted Project Manager

<b>Designation : Project Manager (2 തസ്തികകൾ)</b>	
Job Description	Will be responsible for: <ul style="list-style-type: none"><li>• Overall Project Management, Development and Construction of all works<ul style="list-style-type: none"><li>○ Preparation of Concept note and approach papers</li><li>○ Procurement for service (consultants) and works</li><li>○ Construction Management</li><li>○ Contract Management</li><li>○ Team Management</li><li>○ Overall Coordination and reporting to MD, KSFDC</li></ul></li></ul>
Academic Qualification	<ul style="list-style-type: none"><li>• Graduate Degree in Civil Engineering</li><li>• Additional weightage for Post Graduate Degree in Engineering, Management/MBA or equivalent</li></ul>
Experience	<ul style="list-style-type: none"><li>• Minimum 10 years of experience in development of infrastructure and civil engineering projects</li><li>• Project Management and Procurement experience of at least 2 major infrastructure projects.</li><li>• Additional weightage for experience in development of film city, festival complex, cultural complexes and high value building and architectural projects</li></ul>
Maximum Age Limit	50 years. In the case of Retired Government Engineers age limit is upto 60 years.
Pay	<ul style="list-style-type: none"><li>• Rs. 80000/- per month (Consolidated)</li></ul>
Terms of Engagement	<ul style="list-style-type: none"><li>• The engagement will be for a period of 2 years on contract basis, which will be extended on requirement.</li><li>• Other standard terms and conditions as applicable to such appointment in Government of Kerala</li></ul>

**Address to which applications are to be sent – Managing Director, KSFDC, Chalachitra Kalabhavan, Vazhuthacaud, Thiruvananthapuram – 695 014.**

**Last date for submitting Application – 17 .08.19 at 3PM**

## Wanted Project Assistant

<b>Designation : Project Assistant (2 തസ്തികകൾ)</b>	
Job Description	Will be responsible for: <ul style="list-style-type: none"><li>• Secretarial assistance to MD, KSFDC and Project Manager on all works related to project.</li><li>• Document Control.</li><li>• Any other works assigned by MD. KSFDC</li></ul>
Academic Qualification	<ul style="list-style-type: none"><li>• Graduate Degree in any discipline</li><li>• Additional weightage for diploma in secretarial practice or additional qualification in computers.</li></ul>
Experience	<ul style="list-style-type: none"><li>• Minimum 3 years of similar experience in development of infrastructure and civil engineering projects.</li><li>• Adept in working with software MS Office, MS Excel and MS PowerPoint</li><li>• Proficiency in English and Malayalam typing</li></ul>
Maximum Age Limit	28 years
Pay	<ul style="list-style-type: none"><li>• Rs. 25,000/- per month (Consolidated)</li></ul>
Terms of Engagement	<ul style="list-style-type: none"><li>• The engagement will be for a period of 2 years on contract basis, which will be extended on requirement.</li><li>• Other standard terms and conditions as applicable to such appointment in Government of Kerala</li></ul>

**Address to which applications are to be sent – Managing Director, KSFDC, Chalachitra Kalabhavan, Vazhuthacaud, Thiruvananthapuram – 695 014.**

**Last date for submitting Application – 17 .08.19 at 3PM**