



TAMILNADU INDUSTRIAL DEVELOPMENT CORPORATION LTD
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Notification No. Admin/Recruitment/2020-1

Date: 23 .11.2020

RECRUITMENT NOTIFICATION

Tamilnadu Industrial Development Corporation Limited (TIDCO) is a premier industrial development agency of the Government of Tamil Nadu, established in 1965. TIDCO endeavors to achieve a balanced and continual industrial growth by promoting medium and large industries in the State through Joint Ventures. TIDCO is also the Nodal Agency for the development of various industrial corridor projects in Tamil Nadu and for the logistics sector in the State.

2. TIDCO is looking for a dynamic and high-performing professional for the following posts. Eligible professionals may submit their applications through online mode only from 23.11.2020 10 am to 08.12.2020 5 pm through the website **www.tidco.com**.

S. No.	Position	No. of vacancies	Category	Pay scale
1	AGM – Projects (Project Management)	One	General Turn	Level 25 – Rs.59,300 – Rs. 1,87,700
2	AGM – Projects (Infrastructure)	One	General Turn	
3	AGM – Projects (Investments)	One	General	
4	Accounts Officer / Manager (Accounts)	One	SC	Level 22 – Rs.56,100 – Rs. 1,77,500
5	Manager (Secretarial)	One	SC -A	

3. AGE (AS ON 01.07.2020) (in years completed)

Post	Minimum	Maximum
For AGM rank	33	40
For Manager rank	23	30

Age relaxation: (in the maximum age)

Persons belonging to MBC/DC, BC, BCM	2 years
Persons belonging to SC, SC(A), ST, and DW of all categories	5 years

4. EDUCATIONAL QUALIFICATION:

1	AGM – Projects (Project Management)	Full-time AICTEE approved under graduate degree in Engineering with a) full-time MBA or equivalent in Finance/ International Business/Business Analytics/ Investment / Project Management streams (or) b) Chartered Financial Analyst
2	AGM – Projects (Infrastructure)	Full-time AICTEE approved under graduate degree in Civil Engineering / Architecture / Planning with a) full-time MBA or equivalent in Finance/ International Business/ Business Analytics/ Investment / Project Management streams (or) b) Chartered Financial Analyst
3	AGM – Projects (Investments)	Full-time under graduate degree with a) Chartered Accountancy (or) b) Chartered Financial Analyst (or) c) Full time MBA (Finance)/equivalent in Finance
4	Accounts Officer / Manager (Accounts)	Full-time under graduate degree in Commerce with Chartered Accountancy (CA)
5	Manager (Secretarial)	Full-time under graduate degree with ACS

NOTE:

The qualification prescribed should have been obtained by passing the required qualification in the order of studies, i.e, Matriculation/ SSLC/equivalent

- HSC/Diploma/equivalent - UG Degree – PG Degree / Professional Qualification, as the case may be, from any institution recognized by Government or competent Government agencies. All qualifications shall be based on full time studies only.

5. EXPERIENCE

1	AGM – Projects (Project Management)	Atleast 7 years of experience Upto 3 years of experience before MBA/ during CFA will also be considered. Experience in project management, procurements, bid process management and candidates with PMP® or similar certifications will be preferred.
2	AGM – Projects (Infrastructure)	Atleast 7 years of experience Upto 3 years of experience before MBA/ during CFA will also be considered. Experience in project management, procurements, bid process management and candidates with PMP® or similar certifications will be preferred.
3	AGM – Projects (Investments)	Atleast 7 years of experience. Upto 3 years of experience before MBA/ during CA / during CFA will also be considered. Candidates with experience in evaluating financial models, business plans for infrastructure models / PMP® or similar certifications will be preferred.
4	Accounts Officer / Manager (Accounts)	Atleast two years of post-qualification experience in accounting in a firm
5	Manager (Secretarial)	Atleast two years of post-qualification experience in a Company or Secretarial Consultancy

6. GENERAL ELIGIBILITY CONDITIONS:

- a) Only Indian Nationals are eligible to apply.
- b) Character and antecedents of the applicant shall be such as to qualify him for the appointment and he does not have more than one living wife or if such person is a woman, she is not married to any person who has a wife living.
- c) An applicant must satisfy the appointing authority that he is of sound mind, health, active habits and free from any bodily defect or infirmity unfitting him for the appointment. Candidates selected for appointment to the post will be required to produce a certificate of physical fitness from a Registered Medical Practitioner.
- d) The post requires excellent communication skills (reading, writing and speaking) in Tamil and English. It is mandatory to have the knowledge of Tamil and English, equivalent to SSLC or HSC level. The candidates shall submit documentary proof of the same.
- e) No Objection Certificate: The Candidate who is in the service of the Indian Union or a State in India or in the employment of Local Bodies or Universities, or Quasi Government Organizations constituted under the authority of the Government of India or of a State in India whether in regular service or in a temporary service should produce 'No Objection Certificate' obtained from the appropriate authority as and when called for or at the time of attending the original certificate verification and interview. Failure to produce the 'No Objection Certificate' will lead to the rejection of their application.
- f) Applications containing wrong claims relating to basic qualification/eligibility/age/educational qualification will be liable for rejection.

7. APPLICATION

Interested professionals may submit their applications through online mode only through the website **www.tidco.com** from **23.11.2020 10 am to 08.12.2020 5 pm.**

8. FEE

There is no application fee.

9. DOCUMENTS TO BE SUBMITTED

- a) Photo identity proof (with the photo of the candidate clearly visible) issued by the competent authority viz, Aadhaar Card / Passport / Electoral Photo ID Card / Driving license. No other ID cards will be accepted.
- b) Mark-sheets & Certificate of 10th Std/HSC/Graduation or qualifying degree examination/Professional Course/other certifications, etc.
- c) Community Certificate issued by the competent authority.
- d) Experience certificate.
- e) Copy of IT returns for the years of experience claimed.
- f) Any other relevant documents in support of eligibility.

The candidate shall upload /submit the self-attested scanned copy of the required certificates/documents along with the online application. If the required certificates/documents are not uploaded by the candidate, his/her applications will not be considered.

The candidate shall produce all the required and valid original certificates/documents in original while appearing for interview. The candidates will be permitted to appear for interview only after producing all original certificates for verification. Non-submission of original certificates/documents shall lead to the rejection of candidature without any further notice. TIDCO takes no responsibility to receive/collect any certificate/remittance/ document sent separately.

10. SELECTION PROCESS

- a) TIDCO will shortlist suitable candidates based on their marks in SSLC/equivalent, HSC/Equivalent, qualifying UG degree, qualifying PG degree or Professional courses in the ratio of 1:10. They will be asked to send their

experience certificates and project management certifications, as applicable within a time limit of 5 days.

- b) The shortlisted candidates will be further evaluated based on the experiences relevant to the job and scores will be assigned accordingly.
- c) Based on this, candidates will be called for the interview in the ratio of 1:5 per post.
- d) The post of Manager being a junior level post, the scoring will be as follows.

	S.No	Qualification	Weightage
Level I	1	Marks obtained in SSLC/ Equivalent (M_{10})	10
	2	Marks obtained in HSC / Equivalent (M_{12})	15
	3	Marks for Degree (M_D)	25
	4	Marks for Professional qualification (CA / CS) (M_P)	40
	Total Level I Score = $M_{10} + M_{12} + M_D + M_P$		90
Level II	5	Marks for Interview (M_I)	10
		Total = Level I score + Level II score	100

e) The post of AGM being a senior level post, the selection process will be as follows.

Level	S.No	Qualification	Weightage
I	1	Marks obtained in SSLC/ Equivalent (M ₁₀)	10
	2	Marks obtained in HSC / Equivalent (M ₁₂)	10
	3	Marks for UG Degree (M _{UG})	15
	4	Marks for MBA/CFA/CA (M _{PG})	15
Total Level I Score			50
II	5	Marks for experience (M _E)	10
Total Level I + Level II Score			60
III	6	Marks for Interview (M _I)	40
Total Score (Level I + II+III)			100

f) For the posts of AGM rank, the score for experience will be assigned as follows.

S.No	Criteria	Marks (M_E)
1	For every completed year after becoming a regular member of CFA Institute	4
2	Certification – PMI-ACP [®] , PMP [®]	4

3	Certification – CAPM®, CSM®, MPM®, IAPM®,	3
4	For every completed year with experience of handling equity, investments, risk analysis, infrastructure projects in a firm after completion of full time MBA/ CA / CFA as may be required or Certification – CSSBB, CSSGB	2
5	For every completed year in executive / managerial positions in any listed manufacturing industry/ PSU/reputed consultancy firm	1

Note:

- The above scores are subject to a maximum score of 10 marks
- In case of any candidate having work experience in more than one of the above categories, the sum of the scores obtained for each experience will be considered, subject to a maximum score of 10.

11. INTERVIEW PROCESS

- The interview will be conducted by the panel constituted for this purpose by TIDCO. Interview will be conducted in person in Chennai only. Depending upon the situation, it may be conducted through video calls, in online mode also. TIDCO will notify the time, date and format of interview to the shortlisted candidates.
- Interview process for the posts of Manager rank will be an oral test to analyse general awareness on economic and industrial scenario, subject knowledge and Tamil and English communication skills. The process will commence after verification of original certificates.
- Interview process for the posts of AGM rank will be a personality test involving a presentation of case study by the candidate in English as follows.
 - After verification of original certificates, all candidates appearing for interview in any given day shall be given a topic, on which they shall prepare a PowerPoint presentation with not more than 3 slides and within in 30 minutes of time, on their own, in the laptop provided by

TIDCO. They shall not use internet, books or any other gadgets or support.

- ii. The candidates will then be called for the interview, during which they will make a presentation for not more than 10 minutes using the slides prepared by them, following which the Panel will continue with the other parts of interview.
- iii. The scoring will be based on the analysis of the candidate's skills on Project Management and Analytical skills / Evaluation of financial models, interpersonal skills, general awareness on economic and industrial scenario and Tamil and English communication skills.

12. MERIT LIST:

- a) The final merit list will be prepared based on the combined scores obtained by the candidates in all levels. In any scenario where more than one candidate gets the same high score, the following methodology will be adopted.

1	Two or more candidates achieving the top score	The candidate getting highest score in their Professional qualification / PG (M _P) will be selected.
2	Two or more candidates getting highest score in their Professional qualification (M _P)	The candidate getting highest score in their degree marks (M _D) will be selected.
3	Two or more candidates getting highest score in their degree marks (M _D)	The candidate getting highest score in their experience marks (M _E) will be selected.
4	Two or more candidates getting highest score in their experience marks (M _E)	The candidate getting highest score in their HSC/equivalent marks (M ₁₂) will be selected.

5	Two or more candidates getting highest score in their HSC/equivalent marks (M_{12})	The candidate getting highest score in their SSLC/equivalent marks (M_{10}) will be selected.
6	Two or more candidates getting highest score in their SSLC/equivalent marks (M_{10})	The candidate having the highest percentage (upto two decimals) of marks in all subjects in HSC/equivalent other than languages will be selected.

- b) TIDCO will select and publish the name of one candidate per post, who scores highest mark arrived through the methodology mentioned above and as per the applicable reservation policy.
- c) The candidates show selected shall join within the joining time indicated in the order of appointment, failing which the selection shall stand cancelled automatically. No other notice or correspondence shall be sent for the same.
- d) In such case of non-joining of the selected candidate, TIDCO reserves the right to select the next waitlisted candidate.

13. PROBATION AND TRAINING

- a) Applicants selected and appointed to a post should undergo such probation for a period of 2 years from the date of appointment and undergo necessary training as applicable and should pass such tests as may be prescribed by TIDCO (only for select posts) and are liable to face such penalties as prescribed by TIDCO for failure to pass such tests.
- b) At any time before the end of the prescribed period of probation, the probation of an applicant appointed may be terminated and he may be discharged from the service. If within the period of probation, the probationer does not pass the specified tests, if any prescribed for the probationers, or if at the end of said period he is considered not suitable for full membership of the service, he will be discharged from the service of TIDCO.
- c) The pay and allowances will be as per the policies and service rules of TIDCO and as per the applicable instructions of Government from time to time. The

terms of service, pay, allowance, etc., are subject to change from time to time based on the policies of TIDCO.

14. CAREER PROGRESSION

An indicative career progression chart in accordance with the policies of TIDCO and applicable Government directions is as follows. This chart is only indicative and may change in future depending upon the policies of TIDCO and instructions of Government.

S. No.	Post / Level	Scale of Pay	Experience required for promotion to next level
1	Level 22 - Manager	Rs.56,100-1,77,500/-	Not less than 8 years for upgradation (or) In case of vacancy 7 years in the post carrying Pay Matrix Level 22
2	Level 25 - Assistant General Manager	Rs.59,300-1,87,700/-	Not less than 10 years for upgradation (or) in case of vacancy 8 years in the post carrying Pay Matrix Level 25
3	Level 26	Rs.61,900 - 1,96,700/-	Not less than 8 years for upgradation (or) in case of vacancy 7 years in the post carrying Pay Matrix Level 26
4	Level 28	Rs.1,23,100 - 2,15,900/-	Not less than 6 years for upgradation and vacancy in the post carrying Pay Matrix Level 28
5	Level 29	Rs.1,23,100- 2,15,900/-	NA

Leaves and allowances shall be as per the policies of TIDCO, subject to changes from time to time. Indicative pay on the first month of joining is as follows.

Manager - Pay Matrix Level: 22

Earnings		Deductions	
Basic Pay	Rs.56,100.00	EPF	Rs.7,876.00
Dearness Allowance @ 17%	Rs.9,537.00	Professional Tax	Rs.250.00
H R A	Rs.7,500.00	NHIS	Rs.180.00
C C A	Rs.1,200.00		
Medical Allowance	Rs.300.00		
TOTAL	Rs. 74,637.00	TOTAL	Rs. 8,306.00

Net Amount		Rs.66,331.00	
Assistant General Manager - Pay Matrix Level: 25			
Earnings		Deductions	
Basic Pay	Rs.59,300.00	EPF	Rs.8,326.00
Dearness Allowance @ 17%	Rs.10,081.00	Professional Tax	Rs.250.00
H R A	Rs.7,800.00	NHIS	Rs.180.00
C C A	Rs.1,200.00		
Medical Allowance	Rs.300.00		
TOTAL	Rs.78,681.00	TOTAL	Rs.8,756.00
Net Amount		Rs.69,925.00	

15. GENERAL INSTRUCTIONS

- a) The candidate shall file her/his application only after agreeing to all the terms and conditions mentioned in this document. Any candidate who is not in agreement with any of the terms indicated in this document, shall not file any application for this post.
- b) The rule of reservation of appointments is applicable to this recruitment. The distribution of vacancy is made with reference to the 200 - point roster in force as on date, in continuity with previous recruitment.
- c) The appointment shall be based purely on the policies as decided by TIDCO. Comparison with any other organisation and subsequent claims shall not be entertained.
- d) The Candidate to be selected and appointed are liable to be transferred / deputed from TIDCO to its joint ventures and to other organisations.
- e) Correct and true information regarding arrest, convictions/ debarment/disqualification by any recruiting agency, criminal or any disciplinary proceedings initiated or finalized, participated in agitation or any Political Organization, candidature in election for Parliament/ State Legislature/Local Bodies etc., if any, should also be furnished to TIDCO at the time of application, ie., the details thereof.
- f) The details / particulars furnished in the online application for this recruitment alone will be taken into consideration. The application of the candidate found prima in-eligible will be rejected. Subsequent claims of community, educational qualification, experience, etc., if any preferred on later stages of the process will not be entertained. TIDCO will not be responsible for any consequences arising out of furnishing of incorrect and

incomplete details in the application or omission to provide the required details in the application. Any request for change of address, details mentioned in the submitted application will not be entertained subsequently.

- g) Decision of TIDCO in all matter regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, qualifications and other eligibility norms, the documents to be produced, mode of selection, date and time of selection and any other matter relating to this Recruitment Process will be final and binding on the candidate. No correspondence and personal enquires shall be entertained by TIDCO in this behalf.
- h) Before applying for the post, the candidate should ensure that he/she fulfils the eligibility and other norms mentioned in this notification. Candidates are therefore advised to carefully read this notification and follow all the instructions given.
- i) A candidate's admission to the examination/ interview and subsequent processes is strictly provisional. The mere fact that the call letter(s)/ attending interview by the candidate does not imply that his/her candidature has been finally cleared by TIDCO.
- j) TIDCO would be free to reject any application, at any stage of the process or cancel the candidature of the candidate in case it is detected at any stage that a candidate is found unfit for the post.
- k) Not more than one application shall be submitted by the candidate for a post. In case of multiple applications are made for a single post, only the latest valid (submitted) application will be retained.
- l) Any candidate trying to exert any undue influence, directly or indirectly shall be disqualified.
- m) The candidate should ensure that the signatures appended by him/her in all the places viz. in his/her call letter, attendance sheet, etc. and in all correspondence with TIDCO in future should be identical and there should be no variation of any kind.
- n) A recent recognizable photograph should be uploaded by candidate in the online application and candidate should ensure that copies of the same are retained for use at various stages of the process.
- o) Candidates will have to appear for the interview at his/her own expense. Appointment of selected candidates is subject to his/her being declared

medically fit and as per other requirements of TIDCO as mentioned in this notification and is subject to the final decision of TIDCO.

- p) Words of masculine gender in these instructions should, wherever the context so requires, be taken to include feminine gender and other genders.
- q) Intimations will be sent by email only to the primary email mentioned in the application form submitted by the candidates. Hence, the applicant shall enter valid and functional mobile number and email ID.
- r) TIDCO shall not be responsible if the information / intimation does not reach candidates in case of change in the mobile number, technical fault or otherwise, beyond the control of TIDCO and the candidates are advised to keep a close watch on our authorized website (www.tidco.com) for latest updates, till the recruitment process gets completed.

16. ANNOUNCEMENTS

All further announcements/details pertaining to this process will only be published in the website **www.tidco.com**.

Date: 23.11.2020

CHAIRPERSON & MANAGING DIRECTOR

Place: Chennai

TIDCO
