

Advt Reference : ADA:ADM:EST:ADV-079:2011

2nd May, 2011

Aeronautical Development Agency, an autonomous Body and a Society entrusted with the task of Design and Development of Tejas (LCA) and many other major projects invites applications for the following posts.

Post	Senior Commercial Officer – II	Chief Security Officer
Post Code No.	SCO-II	CSO
No. of Posts / Category	01 / unreserved	01 / unreserved
Essential Qualification	First Class Graduate in Arts / Science / Commerce / Business Management / Engineering from a recognized University with Graduate / Post-Graduate Diploma in Materials Management from IIMM (recognized by Govt.)	Any Graduate from a recognized University.
Essential Experience	(a) Minimum 12 years relevant experience in which atleast 4 years in a Supervisory Capacity in Commercial / Materials Management / Purchase Department of a reputed Industry / Government / Autonomous Body / R&D Organisation (b) Thorough knowledge of procurement procedures, well versed with the rules and regulations in public buying, Export / Import Procedures, Drafting of major international contracts, Collaboration agreements, MOU, Inventory management etc. is essential.	(a) Minimum 5 years as Commissioned Officer (in Army / Navy / Air Force) / Class I Officer in the Paramilitary forces and should have retired in the rank of Major and above or in the rank of Asst. Commandant and above in Paramilitary Forces. (b) Should be conversant and proficient with the latest security and vigilance measures in force. (c) Should have past experience in handling security matters preferably in a high security establishment / Government / Autonomous Body / R&D Organisation as head of security.
Computers Knowledge	Good Working Knowledge in related software	Relevant knowledge
Age (as on the closing date of the application)	Not exceeding 40 years	Not exceeding 45 years
Pay Band & Grade Pay	PB - 3 (₹ 15600 – 39100) + Grade Pay - ₹ 5400 (plus allowances as per central Govt. Rules) Approximate Gross Emoluments at minimum of the scale would be ₹ 42,800/-	PB – 3 (₹ 15600 – 39100) + Grade Pay - ₹ 7600 (plus allowances as per central Govt. Rules). Approximate Initial Gross Emoluments would be ₹ 58,200/-.

How to Apply

Candidates are required to register their applications through ADA web-sites: <http://www.ada.gov.in>. In addition candidates are also required to forward a hard copy of the online application to 'The Senior Administrative Officer – I, Aeronautical Development Agency, P.B.No.1718, Vimanapura Post, Bangalore – 560 017 along with attested copies of all testimonials in proof of qualification, experience etc. by REGD. POST only without which online applications will not be considered.

General Conditions :

- The applicants should ensure that they satisfy the eligibility criteria. The prescribed essential qualification and experience is bare minimum and mere possession of the same does not entitle candidates to be called for interview. The candidates should mention all qualifications/experience in relevant field including those over and above the minimum qualifications.
- The candidates should possess the requisite qualification as on the closing date of advertisement. Applications/Registrations received after the last date or otherwise incomplete will not be considered. No correspondence in this regard will be entertained.
- Experience gained after attaining the required qualification only will be considered.
- ADA reserves the right to relax the qualifications and experience in the case of highly deserving candidates.
- One set of copies of the self-attested certificates regarding essential qualifications and experience only should be brought at the time of interview along with the application form however, Candidates will be required to produce all original certificates for verification.
- Age relaxation as per Government rules will be applicable.
- Apart from registration of application on ADA website, the candidates employed in Govt./Semi Govt./PSUs/Autonomous Bodies should forward a hard copy of the online application through proper channel within seven days from the closing date of the advertisement to the address as mentioned above
- Outstation candidates called for interview are eligible for reimbursement of second class to-and-fro train fare by shortest route, from their normal place of residence or from the place of undertaking the journey, whichever is nearer to Bangalore, on producing proof of journey.
- If any information furnished online is found to be false, the candidature will be cancelled and TA will not be paid.
- Selected candidates will be governed by the 'New Pension Scheme' applicable to Central Govt. employees appointed on or after 01.01.2004.
- For genuine queries if any, regarding the advertisement, please contact 'The Sr.Admin Officer- I', ADA, Bangalore, on telephone No.080-25087370 / 080-25087235 from Monday to Friday between 1400 hrs to 1700 hrs only. For any other information, please visit ADA web-site <http://www.ada.gov.in>
- Candidates not complying with any of the requirements need not apply.
- ADA reserves the right to select/reject any candidate at any time during the process of recruitment.

Opening date for Registration of on-line Applications : 1000 hrs on 11th May 2011

Closing date for Registration of on-line Applications : Fifteen days from the date of Publication of this Advertisement.