

Maharashtra Remote Sensing Application Centre

(An Autonomous Body of Planning Department, Govt. of Maharashtra)

VNIT Campus, South Ambazari Road, NAGPUR – 440010

Tele : 0712-2220086 / 2238576, website: www.mrsac.gov.in

Advt. No. MRSAC-Consultant/10/2023

WALK-IN-INTERVIEW ON MONDAY, 21ST AUGUST 2023

(RESIDENT ENGINEER)

Applications in the prescribed format are invited from the eligible candidates for empanelment of Consultant as Resident Engineer purely on contract / project mode basis for various projects at MRSAC, Nagpur. The details are as under:

Required Qualification	Required Experience/ Knowledge	No. of Resident Engineers and to be deployed at	Monthly Fixed Remuneration (TDS and Professional tax deductions as per rules)
B.E. /B. Tech. (Computer Science/ Technology/ Engineering)/MCA/ M.Sc. (Computer Science) with certification in Hardware/Networking/software application/maintenance	Experience: 3 years in maintenance of computer hardware & peripherals/ networking, system administration/ maintenance at reputed government organization/ public sector/private limited companies.	1) MRSAC, Nagpur- 04 Nos. 2) VANAMATI Lab, Nagpur – 01 No. 3) MRSAC Pune branch office – 01 No. Age Limit 45 years.	Rs. 26,000/-

Nature of Duties and Responsibilities:

The Resident Engineer has to perform the following duties and job responsibilities.

1. Preventive maintenance, upkeep and corrective services for more than 150 PCs (including workstations with monitors, Desktop PC with monitors), All in one (AIO) inbuilt monitors, Laptops, Tablets PCs etc.,
2. Preventive maintenance, up-keep and corrective services of Windows Operating Systems , installation of printer driver, internet settings, mailbox (outlook express web mail configuration & back up, email service web mail configuration & back up), MS Office software package, Adobe reader and Adobe pro DC, Quick Heal, Trend Micro, Symantec, AutoCAD, ArcGIS , Intergraph Software's, Tally Software, Visual Basic, Java etc., This includes all the previous and the current versions of the licenses.
3. Preventive maintenance, upkeep, and corrective services of Network Attached Storage (NAS) 4TB of Seagate make. External portable HDD (2TB, 3TB, 4TB, 5 TB), Pocket disks (1 TB, 2TB, 500GB), connectivity of 4TB NAS, External portable HDD (2TB, 3TB, 4TB,5 TB), Pocket disks (1 TB, 2TB, 500GB).
4. Preventive maintenance, upkeep, corrective services of Network connectivity, IP conflict resolution, switch problem troubleshooting, installation in network, 200 I/O ports repair, making of patch I/O cables as per requirement etc., which are under warranty, subscription licenses.
5. Maintenance upkeep of other peripherals like DVD writers, Blu-ray disc writer, printers, plotters, scanners including its, software driver problems, physical connection problems, set up

- problems, paper jam, cleaning, replace ink cartridge, printer head, printer toner/cartridge etc. which are under warranty, subscription licenses.
6. Checking of the functionality of the computer Hardware/VC system/security devices at MRSAC place, if any complaint is register by the system personnel.
 7. Responsibility of taking back-up and restoration of backup after installation of OS on request from user/Routine backup on as per instructions of MRSAC officials' guidelines.
 8. Reorganizing, relocating, shifting, and handling of system arrangement of Hardware and peripherals at MRSAC, and other locations where IT infrastructure are established (with in Nagpur city or at branch Office locations MRSAC Pune and Mumbai) as and when required on need basis.
 9. Downloading and installation of free updates of licensed software including antivirus, windows operating systems. In case, the anti-virus is not removing and cleaning virus infection than running the virus scan utilities for detecting such problems. Problems that occurred due to virus are browser problems, printer connectivity, slow network connectivity, virus floating on LAN network etc.
 10. The Resident Engineer of bidder will be responsible for giving call reports for raising indent for material requirement and repairing of the hardware. Installation of Computer Hardware & Peripherals after receipt of the material as per the specification mentioned in the indent raised.
 11. The Resident Engineer will undertake checking of healthiness of all Computer Hardware and peripherals, OS on monthly basis.
 12. MRSAC may avail the services of Resident Engineers for deploying them at the sites of our local VENDORS for data transfer/data collection, etc. considering the security aspects.
 13. The Resident Engineer deployed at Pune branch office has to attend the service calls at Mumbai branch office also, if required,
 14. The Resident Engineer may have to work in shifts.
 15. The local conveyance charges as per MRSAC rules shall be payable to the Resident Engineer in the event of local travel for official purpose/work.
 16. In the event of tour, travel by train / Bus with DA and Lodging charges at prevailing rates in MRSAC admissible to staff working in Level- S-14 with actual local conveyance charges shall be payable.
 17. Mobile charges at the rate of Rs. 200/- p.m. shall be reimbursed to the Resident Engineer.

General Terms and Conditions:

1. If any injury of accident occurred to the Resident Engineer while performing his duties and responsibilities, MRSAC will not be responsible for the same.
2. The services of a Resident Engineer should be available on all working days(Monday to Saturday), except government closed holidays and attend the office on government closed holidays, if called in emergency.
3. A daily service report is to be prepared which should be submitted to System In-charge of Maharashtra Remote Sensing Application Centre (MRSAC), Nagpur. Each monthly service report must have the signature of the System In-charge of MRSAC, Nagpur. The Resident Engineer should submit the service report every week for signature of the System In charge. The Resident Engineer must report to System-In charge of MRSAC, Nagpur on regular basis.
4. The Resident Engineer deployed at Pune branch office may require to visit Mumbai branch office in the event of requirement. The Resident Engineer at Pune and at VNAMATI lab must report to System-In charge of MRSAC, Nagpur on phone and email on regular basis and also Head MRSAC, Pune on regular basis.
5. MRSAC will not bear any liability for injury, permanent disability or death of the Resident Engineer engaged by MRSAC on contract / project mode basis.
6. The contract will be for a period of one year. The contract may be extended for a further period of one year depending upon the satisfactory performance of the Resident Engineer.
7. Resident Engineers should maintain punctuality at MRSAC. For late reporting by 10 minutes on 03 (three) occasions in a month, MRSAC will deduct the equal amount of charges, payable for one day from the charges payable to the Resident Engineer.
8. Resident Engineer will not be allowed to leave MRSAC site during working hours without prior permission of the System-in-charge in writing. They should submit the application for leave.

Further, the Resident Engineer should not be absent without prior two days with written intimation / permission of the system-in-charge and alternate arrangement should be made, failing which the Director may reject the contract with immediate effect.

If the above job responsibilities as well as terms and conditions are acceptable, interested candidates may download the application format and bring the same duly filled-in along with documents to **MRSAC Nagpur, VNIT Campus, South Ambazari Road, NAGPUR - 440010, on the indicated date and time for Walk-in-Interview.** The biodata should accompany with Photocopies of documents pertaining to educational qualifications and experience. Original documents of above photocopies should be submitted for verification purpose only.

The walk-in-interview will be held on **MONDAY, the 21st August, 2023 at 9.30 A.M. at MRSAC, Nagpur, VNIT Campus, South Ambazari Road, NAGPUR – 440010. The candidates reporting till 10.30 a.m. will only be allowed to appear for Interview.**

Incomplete applications due to any reason, will not be accepted. All correspondence regarding empanelment shall be made through email only. Applicants should mention **correct email ID in CAPITAL LETTERS in the application** and should check their emails regularly.

General Instructions:

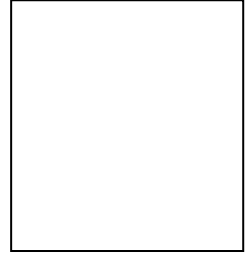
1. The Age limit **45 years.**
2. The eligibility with respect to age, educational qualification and knowledge will be determined as on the date of walk-in-interview.
3. Applications will be screened by the Committee, based on the educational qualifications and experience. The candidates should, therefore, mention all qualifications/ knowledge / experience etc.
4. The candidates who are already working should submit “No Objection Certificate” from their present employer for attending the interview. Without “No Objection Certificate”, interview of such candidates will not be conducted, which may be noted.
5. Mere satisfying eligibility criteria do not entitle candidate to be interviewed or selected. MRSAC reserves the right to interview only suitable candidates after scrutiny with reference to candidates’ qualifications, knowledge, experience, suitability, etc.
6. Genuine queries if any, regarding the advertisement may be sent to the E-mail address: admn-mrsac@mrsac.gov.in. All other communication regarding empanelment will be exchanged on admn-mrsac@mrsac.gov.in.
7. The eligible selected candidates will be empanelled as Consultants by executing an agreement (on non-judicial stamp paper of Rs.100/-) and Declaration and Registration by depositing fees of Rs.100/- with MRSAC. The agreement, declaration and registration will be valid for a period of one year.
8. The empanelled Consultant may be issued the work order initially for a period of one-year months extendable for another one year depending upon performance or depending upon the tenure of the activities under the projects and extension of the tenure of the project.
9. Selected candidates shall not claim for regular appointment at MRSAC as the positions are co-terminus with the project. No TA/DA will be paid for attending the interview.
10. Further Notification / Update/ Addendum/ deletion/ corrigendum (if any) shall be posted on the [MRSAC Website : www.mrsac.gov.in](http://www.mrsac.gov.in)
11. The decision of MRSAC in all respects shall be final and binding.
12. The Director, MRSAC reserves the right to relax educational criteria / experience.

The Director, MRSAC reserves rights to accept applications, amendment or cancellation or withdrawal of the advertisement.

**Director,
MRSAC, Nagpur.**

APPLICATION FORM FOR REIDENT ENGINEER

To,
The Director,
Maharashtra Remote Sensing Applications Centre,
VNIT Campus, S.A. Road,
Nagpur-440 010.



**Application for empanelment of Consultant as Resident Engineer
on contract / purely project mode basis**

Full Name :- _____

Address :- _____

District/City:- _____ State:- _____

Pin:- _____ Contact No(L.L):- _____

Email- Id:- _____ (essential) Mobile No :- _____

Date of Birth _____ Age : _____

Education Qualifications:- (Attach necessary Document)

Education	Stream	University/Institute	Year	Division
Professional Qualification				
Postgraduate				
Graduate				
Diploma / Certificate				
H.S.S.C.				
S.S.C.				
Computer Edu.				

Work Experience:- (Attach necessary supporting)

Name of institution	Post held	Job description	Duration of job	Monthly remuneration

Special Training acquired (attach necessary documents)

Name of Training	Duration	Name of Institute	Division

Knowledge about Remote Sensing, GIS & AutoCAD: - _____

Membership of prestigious institution:- _____

Academic focus/major strength in relevant field: - _____

Declaration

I hereby declare that information mentioned herein my application is correct and complete to the best of my knowledge and belief and nothing has been concealed or distorted. If at any time, I found to have concealed/ distorted any material information, my empanelment as Consultant will be liable for withdrawal / termination without notice or compensation as per MRSAC terms & conditions.

Date :-

Place :-

Sign:-

Name:-