

**TAMILNADU TRADE PROMOTION ORGANISATION**  
(A Joint Venture of ITPO (Govt. of India) and TIDCO (Govt. of Tamil Nadu))

Adv No. TNTPO/Admin/1017/2023

Date: 02.12.2023

**Engagement of AEE(Civil) and AE(Civil) in TNTPO on a contract Basis**

Tamil Nadu Trade Promotion Organisation (TNTPO) a joint venture of India Trade Promotion Organisation (ITPO) and Tamil Nadu Industrial Development Corporation Ltd (TIDCO) invites applications for filling up of following post of Assistant Engineer (Civil), on contract basis initially for a period of six months extendable for one year based on the requirements of TNTPO, Nandambakkam, Chennai - 600089

**The eligibility criteria for the appointment of Assistant Executive Engineer (Civil)**

Name of the Post	Assistant Executive Engineer (Civil) on Contract
Pay-scale	Rs.70,000/- PM Consolidated basis.
Educational Qualification	i) Must possess a Bachelor Degree in Civil Engineering or Structural Engineering from a government recognized university/ institution.
Desirable Experience	i) Must have 15 years of experience in Civil Engineering and at least should have experience in any original work for the construction of commercial building. (Experience Certificate produced from Government Organization or from Private). ii) Relaxation will be given for candidates having Post-graduation with less than 15 years' experience. The salary will be negotiable. iii) Relevant work experience in Govt./PSU/reputed Private Sector Organizations. iv) Preference will be given for Master Degree holders, if a greater number of applications are received.
Job Profile	i) Supervision of all civil works relating to Expansion Project of TNTPO. ii) Maintenance of existing Convention Centre and Exhibition Halls. iii) Other civil structures.
Last Date for Submission	09.12.2023 at 05.00 PM *

## The eligibility criteria for the appointment of Assistant Engineer (Civil)

Name of the Post	Assistant Engineer (Civil) on Contract
Pay-scale	Rs.60,000/- PM Consolidated basis.
Educational Qualification	i) Must possess a Bachelor Degree in Civil Engineering or Structural Engineering from a government recognized university/ institution.
Desirable Experience	i) Must have 10 years' of experience in Civil Engineering and at least should have experience in any original work for the construction of commercial building. (Experience Certificate produced from Government Organization or from Private). ii) Relaxation will be given for candidates having Post-graduation with less than 10 years' experience. The salary will be negotiable. iii) Relevant work experience in Govt./PSU/reputed Private Sector Organizations. iv) Preference will be given for Master Degree holders, if a greater number of applications are received.
Age	The maximum age limit is 40 years as on closing date of receipt of application.
Job Profile	i) Supervision of all civil works relating to Expansion Project of TNTPO. ii) Maintenance of existing Convention Centre and Exhibition Halls. iii) Other civil structures.
Last Date for Submission	09.12.2023 at 05.00 PM *

### \*Note:

1. Age and experience will be reckoned as on the closing date of receipt of applications.
2. Applications are invited only through e-mail ([careers@chennaitradecentre.org](mailto:careers@chennaitradecentre.org))

### Important Instructions

1. Candidates against whom civil or criminal cases are pending are not eligible to apply for the post. Candidate applying for this post should submit declaration in this regard.
2. In case of any criminal case is filed or conviction / punishment is imposed on a candidate after submission of the application at any stage of the selection process before the completion of selection process such candidate should report this fact to the Tamil Nadu Trade Promotion Organization in the next immediate stage.

3. Failure to comply with these instructions shall result in rejection of their candidature for the post.
4. TNTPO reserves the right not to fill the posts without assigning any reason what so ever. Mere fulfilling the criteria will not vest any right of the candidate for being called for interview.
5. In case, it is found at any stage that a candidate does not fulfil the eligibility criteria and/or that he/she has furnished incorrect/false information/certificate/ documents or has suppressed any material information, his/her candidature will stand cancelled.
6. If any of these shortcomings are detected even after appointment, his/her services are liable to be terminated.

**Other instructions.**

1. The recent Passport size photograph, photocopies of Educational Qualification and Experience should be enclosed with application and the original should be produced at the time of interview.
2. The candidates are required to appear for an interview at their own expense. TNTPO reserves the right to short list and/or to reject any or all the applications without assigning any reason.
3. Kindly find the application form below and submit the scanned copy after duly filling along with the required scanned documents through e-mail ([careers@chennaitradecentre.org](mailto:careers@chennaitradecentre.org))

**Managing Director  
TNTPO**

## TAMILNADU TRADE PROMOTION ORGANISATION

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Application for \_\_\_\_\_

(To be filled in Block letters)

Affix recent  
Coloured  
Passport size  
Photograph

- (1) Name; \_\_\_\_\_
- (2) Father's/Husband's Name; \_\_\_\_\_
- (3) Date of Birth/ Age as on the closing \_\_\_\_\_  
date of receipt of applications;
- (4) Permanent Address: \_\_\_\_\_  
\_\_\_\_\_
- (5) Correspondence Address; \_\_\_\_\_  
\_\_\_\_\_
- (6) Educational Qualifications; \_\_\_\_\_
- (7) Experience specifying the name of the Organization, post held from time to  
indicating the pay scale and duration of the post;  
(Please attach a separate sheet, if needed)
- (8) Telephone/Mobile no., \_\_\_\_\_
- (9) E-mail id: \_\_\_\_\_
- (10) Aadhar No. \_\_\_\_\_
- (11) Any other relevant information (Attach separate sheet, if needed)

Date: \_\_\_\_\_

Place: \_\_\_\_\_

(Signature)