

**M.P. Road Development Corporation Ltd.****(M.P. State Highway Authority)**

(Govt. of M.P. Undertaking)

45-A, Arera Hills, Bhopal-462011

☎ : 0755-2597290 / 2765205 Fax : 0755-2572643, Website : mprdc.gov.in

No. 13304/MPRDC/377/HR/2025Bhopal, Date: 13 /01/2025**Rulebook for the Post of DGM (Technical), AGM (Technical) and EA to MD in MPRDC on Contract Basis**

Madhya Pradesh Road Development Corporation Ltd. is a wholly Govt. owned company incorporated under the company act 1956 having its registered office at Bhopal. MPRDC is notified as State Highway Authority by Govt. of Madhya Pradesh with the prime responsibility of developing entire network of State Highways, sections of National Highways, Major Distt. Roads (MDR) and Building Infrastructure. The Corporation has been a pioneer in the field of road sector development through Public Private Partnership in the country. M.P. Road Development Corporation is also involved in various road development projects aided by Asian Development Bank and New Development Bank (BRICS).

1. To meet the manpower requirement, MPRDC intends to fill following **vacant posts on Contract basis initially for one year which can be further extended with mutual consent as per requirements of the MPRDC**. The applications are invited from eligible candidates. The post wise and category wise vacancies to be filled are as under:

Sn	Name of Post & Salary	No. of Post	Remarks/ Qualification/ Experience
1.	Dy. General Manager (Tech.) (Contract Basis) (Last Pay (-) Pension) / Rs. 79,900/- + CPI	Total - 01 (बहरे और कम सुनने वाले)	1. B.E./B. Tech. in Civil Engineering from AICTE Approved Institute 2. Minimum 18 years' experience, especially in the field of Road Projects. 3. Retd. from the similar post of EE or AE in Govt./Semi Govt./PSUs.
2.	Asstt. General Manager (Technical) (Contract Basis) Rs. 67,300/- + CPI	Total-01 (Backlog Posts) ST-01	1. B.E./B. Tech. in Civil Engineering from AICTE Approved Institute. 2. Currently working on the similar post of Asstt. Engineer or Sub. Engineer equivalent in Govt./Semi Govt./PSUs /Ltd. Company. 3. Minimum 05 years' experience, especially in the field of Road Project. 4. Preference will be given who working in Govt. office minimum 05 years on contractual basis.
3.	EA to MD (Contract) Rs. 40,000/- + CPI	01 No. (दृष्टिबाधित और कम दृष्टिबाधित)	1. Graduate in any discipline with Min. 60% Marks. 2. Computer Diploma. 3. 10 years of working experience in Govt./Semi Govt./Limited company on equivalent post. 4. Shorthand pass certificate with a minimum speed of 100 wpm in English and 80 wpm in Hindi from recognized Institution/ Council.

2. **APPLICATION FEE:** - Rs. 250/- per candidate payable online to MP Online.

3. **LAST DATE:-** Applications in the required format only along with copies of certificates in support of age, qualification, experience, caste certificate, MP domicile certificate (if any) should be submitted through MP Online from 15/01/2025 to 16/02/2025.

Candidates should also submit the Acknowledgement Slip alongwith all relevant documents to **Chief General Manager (Admin.), MPRDC, 45-A, Arera Hills, Bhopal** along with the proof of payment of processing fee upto 25/02/2025.

4. **SELECTION PROCEDURE:-**

- a) All applications received from all the candidates shall be screened.
b) The criteria regarding weightage for minimum qualification, additional qualification, experience in similar organization shall be as follows:-

Marking criteria of Dy. General Manager (Tech.)

Sn.	Particulars	Max. Marks
A	Professional Qualification	30
	Graduation:- Qualifying marks - 60% to 70%	20
	>70% to 75%	05
	>75% and above	05
B	Professional Experience	50
	Minimum 18 Years	25
	18 years and above	10
	Experience in Road Projects	10
	Working in Govt./Semi Govt./ PSUs on Contract Basis for 5 years	05
Grand Total Marks (Total of A+B)		80

*20 marks are reserved for interview.

Marking criteria of Asstt. General Manager

Sn.	Particulars	Max. Marks
A	Professional Qualification	35
	Graduation	15
	Qualifying marks - 50% to 60%	05
	>60% to 70%	05
	>70% and above	05
	Post Graduation in any Civil Engineering stream	10
B	Professional Experience on equivalent post	45
	Minimum 5 Years (Currently working on the similar post of Asstt. Engineer in Ltd. Company or Sub Engineer in Govt./Semi Govt./ PSUs.)	20
	>5 years and above	10
	Experience in Major Road/Bridge Projects	05
	Working in Govt./Semi Govt./ PSUs on contract basis.	10
Grand Total Marks (Total of A+B)		80

*20 marks are reserved for interview.

Marking criteria of Executive Assistant to MD.

Sn.	Particulars	Max. Marks
A	Professional Qualification	30
	Graduate in any discipline with Min. 60% Marks. Computer Diploma & Shorthand passing certificate with a minimum speed of 100 w.p.m.in English and 80 w.p.m. in Hindi from recognized Institution/ Council	30

B	Professional Experience	50
	Minimum 10 Years	30
	10 years and above	10
	Working in Govt./Semi Govt./ PSUs on Contract Basis for 5 years	10
	Grand Total Marks (Total of A+B)	80

*20 marks are reserved for interview.

- c) The candidates shall be short listed maximum of 06 times the number of advertised post for interview. Short listing will be done according to the experience as well as higher qualification.
- d) Short listed candidates shall have to appear for interview.
- e) The list of short listed candidates along with the date of interview shall be displayed on the MPRDC's website www.mprdc.gov.in and will also be communicated through email, SMS, on the address/mobile number provided by the candidate.
- f) Final selection shall be made on the basis of the marks obtained in (A) qualification (B) experience (C) interview.
- g) Based on the above said criteria, the candidate shall be selected for **engagement on contract** to the designated posts. The result or the list of selected candidates will be displayed on the MPRDC's website. The finally selected candidates will also be informed through email/SMS with the time period in which the candidate will have to appear at the HQs of MPRDC for the contract agreement.

4. AGE LIMIT:-

4.1. The maximum age of the candidates on the last date of application should be:-

1. **DGM (Tech.)** - Max. age as on 31/12/2024 shall not be more than 63 years.
2. **AGM (Tech.)** - Max. age as on 31/12/2024 shall not be more than 60 years.
3. **EA to MD** - Max. age as on 31/12/2024 shall not be more than 45 years.

For the Post of EA to MD Candidates belonging to SC/ST/OBC categories having M.P. domicile, Widow/ Divorcee women shall get relaxation in upper age limit to an extent of 05 years.

5. DOCUMENTS TO BE FURNISHED AT THE TIME OF INTERVIEW

The candidates short listed for interview, shall be permitted to appear for interview only after the verification of the following original certificates/documents about their eligibility:

- 5.1 Higher Secondary or High School Examination certificate in support of date of birth.
- 5.2 Certificate of Degree/Post Graduation Degree OR Mark sheet, from a recognized university.
- 5.3 Work experience certificate.
- 5.4 Caste certificate (in case of reserved category candidates) issued by Govt. Authority not below the rank of Sub-Divisional Officer.
- 5.5 Domicile certificate in case of candidates applying against reserved posts.
- 5.6 Candidates serving in Government / semi government / public sector should submit N.O.C. from the employer at the time of the interview, failing which the candidate will not be permitted to appear for interview.
- 5.7 Photo identity card (Passport / Driving license / Voter ID / Bank pass book) will be required for identity.
- 5.8 Proof of permanent address
- 5.9 For Physical Handicap Person - Disability certificate issued by District Medical Board having at least 40% disability.
- 5.10 Widow/Divorcee women candidate should submit an affidavit/a certificate.

6. MPRDC reserves the right to increase or decrease the positions (post) advertised and to fill / not fill them from the merit / waiting list. **MPRDC reserves the right not to declare any waiting list.**

7. TENURE OF CONTRACT:-

Contract appointment shall be made for a period of one year and the same may be further extended as per the requirements of MPRDC with mutual consent.

8. IMPORTANT DATES:-


Details	Dates
Date of release of advertisement for the news paper	12/12/2024
Activation on MP Online website	15/01/2025
Last date of submission of application	16/02/2025
Tentative date of publishing list of short listed candidates	03/03/2025
Date of interview	12/03/2025
Publishing of Selected Candidates list	18/03/2025

Note:- The above dates may vary, candidates may check website for any amendments made.

9. GENERAL INSTRUCTIONS:-

- 9.1 The Candidate should be an Indian National.
- 9.2 Applications not submitted in the prescribed format or incomplete in any manner will not be entertained.
- 9.3 Candidates working with the Government/Semi-Government/Public Sector, satisfying the eligibility criteria of education and age shall have to produce N.O.C. from their present employer at the time of interview, failing which they shall not be permitted to appear for the interview.
- 9.4 All SC/ST candidates of MP domicile will be reimbursed to and fro second class rail/bus fare by the shortest route for appearing in the personal interview, as per rule. But, they shall have to produce copy of caste certificate with the travel ticket at the time of personal interview.
- 9.5 The Physically Challenged candidates are required to furnish duly stamped Medical Certificate (as per Govt. Order Minimum 40% disability) in relation to their disability from Government Hospital or Medical Board attached to Special Employment Exchange for the handicap.
- 9.6 Any dispute arising out of the selection process shall be dealt within the jurisdiction of MPRDC, Head Quarter i.e. Bhopal.
- 9.7 The candidates must possess sound health.
- 9.8 Candidate applying for the post should fill in the address and mobile number correctly. Candidates should check their mail and SMS regularly for future correspondence like result etc. of candidates.
- 9.9 The list of selected/candidates would be uploaded / conveyed on MPRDC website and through E-mail and offer letter for successful candidates would be sent through speed post/registered AD. MPRDC would not be responsible for not receiving the same in time due to postal delay/mistake
- 9.10 The candidates must produce original documents/certificates at the time of interview in support of their qualification and experience for verification.
- 9.11 The vacancies are tentative and may change at a later date according to the need of MPRDC. MPRDC reserves the right to fill or not to fill any/all of the positions and also to increase or decrease the positions.
- 9.12 The candidate shall be required to work anywhere in the jurisdiction of MPRDC.
- 9.13 The engagement letter to the candidates will be issued on the basis of merit list.
- 9.14 The successful candidate is required to execute contract agreement for his/her engagement with MPRDC.

- 9.15 The candidates who have a third child born on or after 26.01.2001 are not eligible to apply unless twins are born after first child.
- 9.16 If any of the information given by the candidate is found incorrect, his/her candidature will be cancelled at any stage of selection and appointment.
- 9.17 **The candidates are required to ensure that no criminal case/enquiry is pending against them & their services have not been terminated on ground of financial/criminal liability. Services of Ex-Govt. employee, should not have been terminated or they should not have been compulsory retired from service. An affidavit in the matter shall be taken from candidate at the time of interview.**
- 9.18 The concerned candidates are solely responsible for submission of all certificates.
- Note:- In case of any queries, the candidates may send e-mail to hr-mprdc@mp.gov.in or call DGM (HR) on 0755-4169097.**


(Abhishek Gehlot)
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MPRDC, Bhopal