



Meghalaya Information Technology Society

NIC Building, Secretariat Hill, Shillong 793 001.

No.MITS.04/2022/80

Dated Shillong the 18th August, 2023

WALK IN INTERVIEW

Eligible candidates are requested to appear at the Walk-In Interview scheduled to be held on 29.08.2023 at 11.30 AM for the following position on a purely contractual basis for a period of 1 (one) year as per criteria mentioned below. For details, please visit www.ditmeghalaya.gov.in

Name of Post	No. of Vacancy	Fixed Monthly Remuneration	Age Limit
Technical Supervisor	1	₹.32,000/-	40 years maximum

Minimum Educational Qualifications:

B.E/B.Tech in Electrical Engineering with minimum 2 years experience in power stations/ sub-stations

OR

Diploma in Electrical Engineering with minimum 5 years experience in power stations/ sub-stations

Roles and responsibilities:

1. Excellent communication and coordination skills
2. Act as the first point of contact during night shifts for all client companies at Tech Park
3. Effective handling of exigencies related to operations of the Tech Park
4. Overall supervision of electrical equipment and internal distribution system of Shillong Technology Park, particularly Operation & Maintenance of 11kv/450V indoor set Substation - (Transformer /DG/Breakers, etc.)
5. Supervision for HVAC, Firefighting, Water Pump and Plumbing works
6. Preparation of checklist and energy consumption of clients within the building and communication with MeECL
7. Reporting to the Electrical Engineer for all relevant matters
8. Reporting to the Estate Manager for any administrative and other matters
9. Any other task as assigned from time to time by the Management/Estate Manager/ Electrical Engineer

Terms and Conditions

- The contract is for an initial period of 1 (one) year.
- The post is purely on contractual basis and purely temporary in nature.
- A candidate (if selected) has no right to claim for permanent/regularization of the post afterwards.
- Ready to work **in night shifts only**.
- Meghalaya Information Technology Society (MITS) and Shillong Technology Park Management reserves the right for termination of post as and when the case arises
- No TA/DA will be paid for appearing in the interview

Place of Posting: Shillong Technology Park – Umsawli, New Shillong, Meghalaya

Venue of Interview:

Eligible candidates are required to appear for a walk-in interview on **29th August, 2023 at 11:30 AM** at the venue mentioned below:

*Shillong Technology Park,
Umsawli, New Shillong, Adjacent to NIFT New Campus- Meghalaya – 793012*

Candidates are required to bring the following for the interview:

1. CV (Bio-data)
2. Relevant Experience certificate in original:
 - a. For BE /B.Tech in Electrical Engineering: experience of minimum 2 years in Power stations / sub-stations
 - b. For Diploma in Electrical Engineering: experience of minimum 5 years in Power stations / sub-stations
3. Mark-sheets in original of Class X, XII, Diploma / BE / B.Tech
4. Identity (ID) proof in original
5. One recent color passport size photograph

Candidates are also required to bring a set of self-attested photo-copies of relevant documents.

Sd/-
Member Secretary
Meghalaya Information Technology Society
Shillong