



THE ODISHA STATE POLICE HOUSING & WELFARE CORPORATION LTD.

(A Government of Odisha Undertaking)

BHOI NAGAR, JANPATH, BHUBANESWAR-751022, ODISHA

EPABX: 0674-2541545/2542921

Email: policehousing@rediffmail.com , Web: www.ophwc.nic.in

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ADVERTISEMENT FOR RECRUITMENT TO THE POST OF ASST.PROJECT MANAGER(CIVIL) & ASST. PROJECT MANAGER (ELECTRICAL) IN OSPH&WC LTD.

Activity	Date
Starting date for submission of application in online mode	09.01.2024
Last date for receipt of the online applications	30.01.2024

*OSPH&WC reserves the right to change the dates on account of administrative exigencies.

The Odisha State Police Housing & Welfare Corporation Limited (OSPH&WC) is an ISO 9001:2015 certified Silver rated State Public Sector Undertaking in construction sector in the state, undertakes various types of Building construction works for different Govt. Depts./ Autonomous bodies. Inspired by the Vision to be organized as a total quality organization, setting standards of excellence in professional endeavors & reckoned as an outstanding Construction Corporation of the State of Odisha. OSPH&WC delivers quality construction at optimum cost on time to the satisfaction of the users. The Corporation has achieved an annual turnover of more than Rs. 500 crores in the F.Y 2022-23.

TERMS & CONDITIONS FOR RECRUITMENT TO THE POST OF ASST.PROJECT MANAGER(CIVIL) & ASST.PROJECT MANAGER(ELECTRICAL) IN OSPH&WC LTD.

1. ELIGIBILITY CRITERIA & VACANCY

Sl No	Name of the Post & Vacancy	Minimum Educational Qualification	Experience	Scale of Pay	Age Limit
1	Asst. Project Manager (Civil) UR-16	FOR CIVIL ENGINEERING CADRE 1. Diploma in Civil Engineering conducted by Odisha State Council of Technical Education and Vocational training or an equivalent qualification from any Institution recognized by the Odisha State Council of Technical Education & Vocational training (SCTE & VT) with adequate working knowledge in computer. Degree in Civil Engineering or an equivalent qualification from any University or Institution recognized by the Govt. of Odisha or he/she must be an Associate Member of the Institution of Engineer of India in (Civil).	Applicable for Asst. Project Manager (Civil) & Asst. Project Manager (Electrical) (i) Candidates should have worked at least for One Year as regular/contractual employee in State Government/Central Government/State Public Sector Undertakings/Central Public Sector Undertakings. (ii) Working experience in SAP-ERP Software (PS Module) at least for One Year.	Applicable for Asst. Project Manager (Civil) & Asst. Project Manager (Electrical) Level-9 as per pay-matrix under ORSP Rules 2017 having pay range Rs. 35,400 to Rs. 1,12,400/- + D.A. and other allowances as applicable to employees of OSPH&WC Ltd.	Applicable for Asst. Project Manager (Civil) & Asst. Project Manager (Electrical) The candidate should not be below 21 (twenty-one) years of age and above 38 (thirty-eight) years as on 01.01.2024 . a. The upper age limit is relaxable by five (5) years for the Women candidates as per Govt. rules. b. The upper age limit is also relaxable by ten (10) years in case of Persons with Disabilities (PwD). c. Candidates with work experience in OSPH&WC on Contractual basis shall be given additional age relaxation of one year for each completed year of service with OSPH&WC. However, maximum age relaxation will be allowed up to fifteen (15) years.
2	Asst. Project Manager (Electrical) UR-01				

		<p><u>FOR ELECTRICAL ENGINEERING CADRE</u></p> <p>2. Diploma in Electrical Engineering conducted by Odisha State Council of Technical Education and Vocational training or an equivalent qualification from any Institution recognized by the Odisha State Council of Technical Education & Vocational training (SCTE & VT) with adequate working knowledge in computer. Degree in Electrical Engineering or an equivalent qualification from any University or Institution recognized by the Govt. of Odisha or he/she must be an Associate Member of the Institution of Engineer of India in (Electrical).</p>		
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NOTE

- Date of Birth as recorded in the HSC Certificate issued by the Board of Secondary Education, Odisha or equivalent certificate issued by any recognized Board/ Council/ Indian University shall be accepted.
- The candidate must have the prescribed minimum educational qualification as on the closing date of submission of application.
- A candidate who comes under more than one category shall be eligible for only one benefit of relaxation which shall be considered most beneficial to him/her. Provided that Persons with Disability over and above the normal relaxation available to them as Women Candidates.

2. OTHER ELIGIBILITY CONDITIONS

- a. The candidate must be a citizen of India.
- b. The candidate must be in good physical and mental condition, bodily health and free from any physical disorder. A candidate, who after such medical examination is not found to satisfy these requirements shall not be appointed to the post.
- c. The candidate must be able to speak, read & write Odia fluently and must have passed at least one examination in Odia language equivalent to that of Middle English School Standard conducted by the Board of Secondary Education, Odisha, or the Education Department of Government of Odisha or any other Board or Council of Secondary Education approved by the Government of Odisha in support of passing of Odia language.
- d. A candidate, who has more than one spouse living, will not be eligible for appointment unless the State Government has exempted his/her case from operation of this limitation for any good and sufficient reasons.
- e. Only those candidates, who fulfill the requisite qualification and within the prescribed age limit will be considered eligible.

3. EXAMINATION FEE

- a. Candidates belong to the category of UR has to pay a non-refundable amount of

Rs.500/- through online mode only.

- b. Candidates belong to the category of Women are exempted from paying the examination fee.

4. HOW TO APPLY

- a. The URL link to fill up the online application form is <https://online-application.in/ophwc/apm/> candidates are advised to copy the link and paste it in the address bar of any browser to fill up the application.
- b. The applicant must upload a recent color passport-size photograph to be signed on the front and also upload his/her signature as asked in the application form.
- c. The applicant must upload self-attested copies of all the mark sheets, certificates/testimonials/documents from HSC/10th onwards towards proof of qualification, age, mark secured, PwD certificate, and experience along with the application form. In case of Diploma/Degree is based on semester pattern, then the candidate needs to submit the mark sheets of all semesters including the final mark sheet of the final semester. Further, in support of any qualification, if the marking CGPA is based, then the candidate needs to upload the proof of CGPA to Percentage conversion formula against the qualification.
- d. The applicant must upload Experience Certificate(s) in respect of Employment in Central Government/State Government/Central Public Sector Undertakings/State Public Sector Undertakings.
- e. The applicant must upload the Experience Certificate(s) in respect of working in SAP-ERP in PS Module Software from the Employer mentioning the period of engagement in SAP-ERP.
- f. Applications without supporting documents/incomplete/not fulfilling the prescribed criteria in any respect are liable to be rejected.
- g. The applicants are advised to submit the Online Application well in advance without waiting for the last date of submission of the applications.
- h. Candidates must possess a valid Email ID & Mobile Number while applying for the post & keep the same active till the completion of this recruitment process to receive important messages from the Recruitment Cell, OSPH&WC.
- i. Admission of a candidate to the written examination and other tests shall be provisional and on the basis of information furnished by him/her in the online Application Form.
- j. Online Applications submitted to OSPH&WC if found to be incomplete in any respect are liable for rejection. No correspondence shall be entertained in this regard.
- k. Applications without supporting documents/ incomplete/not fulfilling the prescribed criteria in any respect are liable to be rejected.

5. ORIGINAL CERTIFICATES/ DOCUMENTS TO BE PRODUCED DURING VERIFICATION

- a. Verification of Original Documents will be in respect of the number of shortlisted candidates in each category.
- b. Candidates claiming reservation as Persons with Disabilities (PwD) category shall produce PwD certificate issued for the purpose of Service/ Unique Disability Identity (UDID) cards showing permanent disability (not less than 40%) issued by Competent Authority.
- c. HSC examination pass, 10+2 pass or other equivalent, Certificate of Diploma/Degree in Civil/Electrical Engineering and mark sheets of qualifying examinations.
- d. The candidates already employed in Govt./Semi-Govt./ Central PSU /State PSU shall submit "**No Objection Certificate**" issued by their present employer at the time of document verification.
- e. Certificate of passing Odia as a language subject in the final examination of Class-

VII from any School/ Educational Institution of Odisha or Central Government or passing a test in Odia language in Middle School Standard examination conducted by the School & Mass Education Department, Odisha.

- f. Experience certificates in respect of employment in Central Government/State Government/ Central Public Sector Undertakings/ State Public Sector Undertakings.
- g. Experience Certificate in respect of working in SAP-ERP in PS Module Software from the Employer.

6. GENERAL CONDITIONS

- a. Candidates are required to visit the Corporation's website i.e., www.ophwc.nic.in at regular intervals for any notification, news, updates relating to recruitment.
- b. At any stage of recruitment process, if it is found that the candidate has furnished false or incorrect information then the candidature /appointment of the candidate is liable to be cancelled.
- c. Canvassing in any form will be viewed adversely & may lead to disqualification.
- d. The decision of OSPH&WC Management will be final & binding on all candidates on all matters relating to eligibility, acceptance or rejection of the application / candidature, selection of candidate, cancellation of the recruitment process, etc.
- e. Any dispute arising in this connection will be subject to jurisdiction of High Court of Orissa only.
- f. OSPH&WC Management reserves the right not to fill-up any or all the positions so advertised without assigning any reason thereof.
- g. The candidate will receive all communication only in the Email ID provided by them.

7. PLAN OF SELECTION TEST

The selection procedure comprises of three parts – Written Test & Practical Skill Tests of **85 marks** followed by Personal Interview of **15 marks**.

- I. There shall be a Written test of **60 marks** (MCQ type in OMR System) in one paper

PAPERS	SUBJECTS	NO.OF QUESTIONS	MAXIMUM MARKS	TIME
Written Test				
ONE PAPER	Technical Paper MCQ type consisting of 50 questions covering syllabus of Diploma in Civil/Electrical Engg. Conducted by Odisha State Council of Technical Education & Vocational training.	50	50	50 Mins.
	Fundamentals of Computer knowledge as well as in SAP-ERP Software.	10	10	10 Mins
	TOTAL	60	60	60 Mins

II. There shall be a practical skill test of **25 Marks**.

PRACTICAL SKILL TEST ON COMPUTER SKILLS & SAP-ERP		
SUBJECT	MAXIMUM MARKS	TIME
MS Excel	05	01 (one) hour
Auto Cad	10	
SAP-ERP (Preparation of Estimate)	10	
TOTAL	25	

III. Additional working experience-**10 marks** (Grace mark)

Candidates having additional working experience as regular/contractual employee in State Government/Central Government/State Public Sector Undertakings above 2 years shall obtain 1 mark for each additional year of experience. However, the maximum marks shall be awarded up to 10 marks only.

(a) Written Test

- (i) The written test on Technical Papers shall be the standard of Diploma Level.
- (ii) Fundamentals of Computer Knowledge as well as in SAP-ERP Software.

The candidate shall secure **01 (One) mark** for each correct answer & there will be negative marking of **0.25 marks** for each wrong answer. No marks shall be awarded or deducted for un-attempted questions.

(b) Syllabus of Written Test

- (i) Technical Paper MCQ type consisting of 50 questions covering syllabus of Diploma in Civil/ Electrical Engg. Conducted by Odisha State Council of Technical Education & Vocational training.
- (ii) MCQ type consisting of 10 questions on fundamentals of Computer knowledge as well as in SAP-ERP Software

Practical Computer Test

- M.S Excel
- Auto Cad
- SAP-ERP (Preparation of Estimate)

(c) Personal Interview

For Personal interview, Call Letter will be issued to the selected candidates who obtain the qualifying marks as per the table given below subject to maximum limit of 3 times the number of posts of that category as mentioned at Sl. (1).

Sl. No.	Category	Qualifying Percentage	Qualifying Marks
1	UR	50%	43
2	PwD	40%	34

NOTE-

In case of tie up of final marks (Marks obtained in Written test, Practical test and Personal Interview), the career marks will be taken into consideration to finalize the merit of the candidate.

8. SELECTION TESTS AND DOCUMENTS VERIFICATION

The marks in Written test, Practical Skill test & Personal Interview will be taken into consideration for each category of posts for selection and verification of documents. The original documents of the shortlisted candidates shall be verified with reference to the Bio-data/Application of the candidate by the OSPH&WC Authority for issue of appointment letter.

9. ISSUE OF OFFER OF APPOINTMENT

The final appointment of selected candidates will be subject to their medical fitness as per the prescribed standard. On selection they shall be posted at any of the Project Sites & Offices of OSPH&WC.

10. CANCELLATION/ DISQUALIFICATION OF THE CANDIDATURE

Any misrepresentation/ suppression/ furnishings of wrong information/ manipulation by the candidate in the application shall result in cancellation/disqualification of his/her candidature at any stage of recruitment process even after issue of offer of appointment order.

11. PLACE AND DATE OF WRITTEN TEST

The written exam will be conducted on **04.02.2024** at **10.00 AM** and venue of the written test will be intimated to the eligible candidates in due course of time in the Corporation's Website i.e. www.ophwc.nic.in and/or through Email. The call letters for appearing the written and practical test will be sent to the candidates through **Email ID only** as given at the time of submission of online application form.



Dy. General Manager (Admn.)

