



NABARD Consultancy Services
(A wholly owned subsidiary of NABARD)
(An ISO 9001: 2015 Company)

Require Project Based Contract Staff for construction supervision of Mega Lift Projects in Odisha

NABARD Consultancy Services (NABCONS) is a wholly owned Company of NABARD and a leading consultancy organization in the field of agriculture and rural development (www.nabcons.com). NABCONS invites **ONLY ONLINE** applications from Indian Citizens for the following 04 Posts on contract basis, as Project Based Contract Staff for construction supervision of Mega Lift Projects in Cluster-DMF (in the district of Jajpur, Keonjhar and Jharsuguda) & Cluster-Malkangiri (in the district of Malkangiri) in Odisha.

Details of vacancies and place of posting is as under:

S.No.	Name of the Post	No. of Posts	Place of posting
1	Project-in-charge (Engineering) cum Team Leader, Malkangiri	01	NABCONS Regional Office, Bhubaneswar
2	Team Leader- DMF	01	Central office, Bhubaneswar/ Any location in DMF cluster
3	Resident Engineer	01	Jhumpura in Keonjhar district, Odisha
4	MIS Expert	01	NABCONS Regional Office, Bhubaneswar
Total Vacancies		04	

A. Key Responsibilities-

S.No	Position	General Scope of Work
i.	Project-in-charge (Engineering) cum Team Leader, Malkangiri	<ul style="list-style-type: none">• Overall In – Charge with the scope of work as under for the project:• Lead the PMC team by visit to sites• Planning, Scheduling and Project Control• Formulation of Strategies, Policy, Procedure, Guidelines in consultation with Project Director, Mega Lift, DOWR, Govt. of Odisha• Construction Planning , Management, Coordination & Supervision• Safety, Health, Environment (SHE) and Security• Inspection and Technical Audit.• Pre-Commissioning and Mechanical Completion• Conducting weekly and monthly review meetings with EPC contractor and own staffs.• Work Progress reporting to Project Director-Cum-CE, PMU Mega Lift Office• Civil/Structural, Mechanical, Piping & Electrical Works

		<p>Supervision</p> <ul style="list-style-type: none"> • Coordination with PMU (Project Management Unit) Team. • Visits to work sites on regular basis. • Certification of completion of Stabilization Period of entire LI Schemes of the cluster. Stabilization period means the time required for fine tuning of the schemes and is considered as 60 days or as approved by OWNER from the date of commissioning. • Any other work within the scope of the assignment and as will be assigned by appropriate authority. • Coordinating for various potential clients for submission of concept notes, making presentations, having technical consultations etc. • Drafting of Technical and Financial Proposals involving engineering services in consultation with the Corporate Office. • Attending to review meetings and correspondence of various clients departments including preparation of agenda, notes, back ground papers etc. • Develop the project master schedule. To develop a schedule for monitoring of the Engineering activities at the beginning of the project in co ordination with EPC contractor for approval of OWNER. • Develop and implement OWNER's Project Work Breakdown Structure (WBS) to meet both Project control. • Implement a Web-Based Project work Control system, based on the WBS proven control system and procedures. • Shall plan, schedule, monitor and report on all engineering, procurement, construction, Pre-commissioning, electro-mechanical completion, and Commissioning and Start up activities for the Project. • To approve the schedule in consultation with OWNER and monitor the schedule of progress of work. • Render necessary advice if slippage occurs. • Monitoring shall be daily and reporting shall be weekly/monthly which includes progress and target versus scheduled completion dates for each work package based on physical progress of Project Work. • On a monthly basis, provide accurate on-line period and cumulative accounting data together with a monthly Trend estimate of Project final Cost. • On a monthly basis, providing accurate on-line Project status with a monthly trend of Complex Mechanical Completion date and expected date of Project commissioning. • On a quarterly basis complete a re-estimate of Project cost and detailed schedule review in order to provide formal forecast updates of Project final cost and delivery date. • Develop the necessary procedures to budget, record,
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		<p>control, forecast and report on Project cost.</p> <ul style="list-style-type: none"> • The Control Cost estimate shall be organized in accordance with the approved Work Breakdown Structure and Project Execution Plan and shall be used to monitor cost performance for the duration of the Project. The Control Cost estimate shall be revised only for approved project scope changes. • On-line preparation of monthly commitment reports for Purchase Orders/Contracts. Such reports shall include control estimate, commitment, Variations, paid to date and estimate to complete/at completion. • Monthly trending of Project final cost based upon latest committed costs and forecasts to complete uncommitted work including any known/expected variations in Project Scope and design, costs or implementation plans. • Preparation and quarterly update of Project Rate of Expenditure forecast for the total duration of the Project. • Preparation and quarterly update of Project cash flow forecast for the next three (3) quarter Forecast . • Development and implementation of computerized system for budgeting, cost and commitment reports. • Preparation of monthly Project cost status reports (PSCR) indicating the trends in cost and performance measurement. • Identification and assessment of any events that could have an impact on final costs. • Monitoring of continuous cost- and schedule improvement activities of the Project. • Development and implementation of Variation Order Control System for all Contracts and Purchase Orders, including the required procedures and instructions. • Development and implementation of a Project Change procedure to highlight, record and obtain necessary approvals for any Project Change resulting in a change in schedule, cost or design. • Development and implementation of a Project Scope Change procedure to highlight record and obtain necessary OWNER approval for any Project Scope Change requiring Control Cost estimate Budget or Project Schedule adjustment. • Interaction with Team leader/Resident engineer/Sub cluster engineers/Site engineers. • Periodical visit to site. • Attend the review meeting with the Client, Contractor. • Tracking all correspondence with Client, Contractor. • Ensuring timely reply of all the letters to Client, Contractor. • Ensuring proper maintaining of the register. • Quality checking at site. • Report to Nodal Offices , NABCONS, R.O. Bhubaneswar,
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		Odisha
ii	Team Leader- DMF	<ul style="list-style-type: none"> • Overall In – Charge with the scope of work as under for the project: • Lead the PMC team by visit to sites • Planning, Scheduling and Project Control • Formulation of Strategies, Policy, Procedure, Guidelines in consultation with Project Director, Mega Lift, DOWR, Govt. of Odisha. • Construction Planning , Management, Coordination & Supervision • Safety, Health, Environment (SHE) and Security • Inspection and Technical Audit. • Pre-Commissioning and Mechanical Completion • Conducting weekly and monthly review meetings with EPC contractor and own staffs. • Work Progress reporting to Project Director-Cum-CE, PMU Mega Lift Office • Civil/Structural, Mechanical, Piping & Electrical Works Supervision • Coordination with PMU (Project Management Unit) Team. • Visits to work sites on regular basis. • Certification of completion of Stabilization Period of entire LI Schemes of the cluster. Stabilization period means the time required for fine tuning of the schemes and is considered as 60 days or as approved by OWNER from the date of commissioning. • Any other work within the scope of the assignment and as will be assigned by appropriate authority.
iii	Resident Engineer	<ul style="list-style-type: none"> • Overall In-Charge for Scope of work for the Cluster under his jurisdiction. Work in close coordination with the Engineer – in- Charge of the owner for the cluster. • Checking site details/data, micro sitting of LI Schemes of the cluster layout, contour plan drawings of the project area, specifications including associated works and construction drawings submitted by Contractor and approved by owner. • Checking of layout plan of unit Intake works, pump houses, GA drawings of internal equipments, OH Lines with structures, control room, trenches, earthing grounding, lighting, fencing etc. Pumps, valves, Panel Boards, overhead cranes, Safety works etc. • Checking of all civil works, pumping systems, electro-mechanical works system pipe line works along with valves and surge protection system etc. and assessing for its adequacy. • Checking & approval of detailed Bill of Materials along with specifications. • Checking of construction drawings, civil foundations for Pump Houses, Delivery/ Distribution chambers etc. & Quality Assurance Plans (QAPs) for Civil/Structural,

		<p>Mechanical and Electrical works involved in the entire cluster.</p> <ul style="list-style-type: none"> • Approval of design mix and other test reports of site material, checking of reinforcement details of civil works foundations, superstructures and all structural works, pipe line works with all protection devices etc., supervising the Concreting works, all structural works, pipe line distribution network for 1 Ha chak irrigation, ensuring quality of works as per approved quality plan, ensuring proper curing of concrete, fabrication, welding, coatings, jointing, electrical power transmission line works, switch yard construction, cabling etc. Structural safety, stability and durability of all the components of works of each of the scheme in the cluster and cluster as a whole. • Witnessing pre-commissioning & commissioning tests of all equipment. Review and approval of Operation and Maintenance documents submitted after commissioning. • Preparation of list of incomplete jobs and defects, if any, to be attended by the EPC Contractor • He shall plan, schedule, monitor and report on all engineering, procurement, construction, Pre-commissioning, electro-mechanical completion, and Commissioning and Start up activities for the Project. • He will indicate a schedule for monitoring of the Engineering activities at the beginning of the Project for approval of OWNER. • To approve the schedule in consultation with OWNER and monitor the schedule of progress of work. • Review of manufacturing and delivery schedule. • Review and advise the availability of raw materials and man-power resources with the contractor • Render necessary advice if slippage occurs. • Monitoring shall be daily and reporting shall be weekly/monthly which includes progress and target versus scheduled completion dates for each work package based on physical progress of Project Work. • Develop and implement OWNER's Project Work Breakdown Structure (WBS) to meet both Project control and OWNER's future computerized operations requirements. • Implement a Web-Based Project work Control system, based on the WBS proven control system and procedures. • On a monthly basis, provide accurate on-line period and cumulative accounting data together with a monthly Trend estimate of Project final Cost. • On a monthly basis, provide accurate on-line Project status with a monthly trend of Complex Mechanical Completion date and expected date of Project commissioning. • On a quarterly basis complete a re-estimate of Project cost
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		<p>and detailed schedule review in order to provide formal Forecast updates of Project final cost and delivery date.</p> <ul style="list-style-type: none"> • Checking of test certificates along with test reports, routine & acceptance tests of major components. • Develop Safety, Health, Environment (SHE) and Security at all schemes. • Reporting to Chief Project Consultant/Team Leader
iv	MIS Expert	<ul style="list-style-type: none"> • Job involves planning, scheduling and monitoring of project related activities, including project cost control using planning software like Primavera/MS Project. • Preparing the construction schedule in MS Projects. • Preparation of other planning documents (like Progress S Curve, Earn Value Curve, Man power Histogram etc.). Regularly monitoring critical path and preparing schedule impact reports for the project management. • Resource planning in MSP (men & material) and its tracking on regular basis .Should have knowledge on Budget and track the same w.r.t schedule on monthly basis. • Proactively assessing progress, completion forecasts and providing solutions to mitigate schedule delays or to optimize project completion. Evaluating project progress against historical indicators on weekly basis and on monthly basis and providing the management with comparative analysis. Interaction with client / consultants / subcontracts regarding the progress of the works. • Preparation of detailed Bill of Quantities in consultation with EPC Contractor. • Preparing commissioning schedules in coordination with EPC contractor regarding equipment supplier, erection agency, testing and commissioning team to match with the project completion plan. Coordinate with the site engineers and procurement department regarding the interfacing of construction activities and Material & Equipment availability. Implementing cost efficient method for construction Tracking design approvals, construction drawings approvals, material approvals, delay in site inspection, bill of quantities variation & addition / deletion and natural calamities, site instruction register, Delay report etc for applying Extension of time. Keeping close watch on various activities of Project (like delivery of materials, site clearance, duration of activities, Holds etc.) and updating the Team leader on any Risk foreseen for project completion and providing suggestions. • Develop the project master schedule. To develop a schedule for monitoring of the Engineering activities at the beginning of the project for approval of OWNER.

		<ul style="list-style-type: none"> • Develop and implement OWNER's Project Work Breakdown Structure (WBS) to meet both Project control. • Reporting shall be daily/weekly/monthly which includes progress and target versus scheduled completion dates for each work package based on physical progress of Project Work. • Monthly trending of Project final cost based upon latest committed costs and forecasts to complete uncommitted work including any known/expected variations in Project Scope and design, costs or implementation plans. • Preparation and quarterly update of Project Rate of Expenditure forecast for the total duration of the Project. • Report to Nodal Officer, NABCONS
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B. Eligibility Criteria

i. Educational Qualification and Experience:

S.No	Position	Educational Qualification	Experience	Other Criteria
i	Project-in-charge (Engineering) cum Team Leader, Malkangiri	<p>Educational Qualification:</p> <ul style="list-style-type: none"> • Regular Degree in Civil Engineering from a recognised College/University. <p>Desirable Qualification:</p> <ul style="list-style-type: none"> • MS project/ Primavera software. 	<p>Essential Experience:</p> <ul style="list-style-type: none"> • Minimum of 25 years experience in Civil Engineering Sector and must have handled Mega lift project and Ware housing projects. <p>Desired Experience:</p> <ul style="list-style-type: none"> • Minimum 5 years of experience in a leadership position. 	<p>The candidate should have worked in Mega lift construction works (Civil, Mechanical and Electrical) of minimum 3 years and should have completed major warehousing green field projects of value more than Rs.100.00 crs. and should have experienced in high rise building structure.</p> <p>Further, the candidate should have proficiency knowledge of MS project/ Primavera software. The candidate should have experienced to determine the Planned value, Earned value Management, Variance analysis, Schedule variance, Cost variance, Cost performing index, Schedule performance Index, Performance Index. Budget cost work schedule (BCWS), Budget cost work performed (BCWP), Actual cost work performed(ACWP).</p> <p>Fluency in reading, writing and speaking both English, Hindi and Oriya is desirable.</p>
ii	Team Leader- DMF	<p>Educational Qualification:</p>	<p>Essential Experience:</p> <ul style="list-style-type: none"> • Minimum of 20 years 	<p>The candidate should have working knowledge of civil construction</p>

		Degree in Civil Engineering (preferably with MBA) Desirable Qualification: NA	experience in Civil Engineering Sector preferably experience in electro-mechanical project implementation. Desired Experience: • Experience in Mega lift project	works. Further, the candidate should have knowledge of MS Office with proficiency in MS Excel & Power Point. Fluency in reading, writing and speaking both English, Hindi and Oriya is desirable.
iii	Resident Engineer	Educational Qualification: Degree in Civil/Mechanical Engineering Desirable Qualification: NA	Essential Experience: • Minimum of 15 years experience in Civil/ Electro-Mechanical Sector out of which 5 years experience in Irrigation/Water supply works Desired Experience: NA	The candidate should have working knowledge of civil construction works. Further, the candidate should have knowledge of MS Office with proficiency in MS Excel & Power Point. Fluency in reading, writing and speaking both English and Oriya is desirable.
iv	MIS Expert	Educational Qualification: • Degree in Civil Engineering Desirable Qualification: • MS project/ Primavera software.	Essential Experience: • Minimum of 04 years experience in Civil Engineering Sector. Desired Experience: • Exposure in electro-Mechanical project	The candidate should have working knowledge of Mega lift construction works (Civil, Mechanical and Electrical). Further, the candidate should have proficiency knowledge of MS project/Primavera software. Fluency in reading, writing and speaking both English, Hindi and Oriya is desirable.

ii. Age Criteria:

Position	Upper Age Limit as on 01 June 2020
Project-in-charge (Engineering) cum Team Leader, Malkangiri	55 Years
Team Leader- DMF	62 Years
Resident Engineer	49 years 5 months
MIS Expert	40 years

C. Remuneration:

Candidate will be paid consolidated remuneration based on the experience, educational qualification and overall suitability of the candidate for the post as under:

Position	Consolidated Monthly Remuneration*
Project-in-charge (Engineering) cum Team Leader, Malkangiri	Rs. 1,80,000/- per month
Team Leader- DMF	Rs. 1,10,000/- per month
Resident Engineer	Rs. 85,000/- per month
MIS Expert	Rs. 50,000/- per month

*The above remuneration is negotiable commensurate with the qualification and experience.

- i. The staff would also be entitled to Travelling Allowances, Halting Allowance during the official tours as per the guidelines that NABCONS may frame during the contract period from time to time
- ii. The staff shall not be eligible for any benefits/facilities/allowances other than consolidated monthly compensation.
- iii. Project-in-charge (Engineering) cum Team Leader, will also be eligible for PF and Gratuity as per Company's policy. It may be mentioned that the option for PF is irrevocable and once exercised cannot be changed in future.
- iv. The PBCS appointed will be liable for tax liabilities as per Income Tax Act & Rules and the tax will be deducted at source.
- v. There will be no claim for regularization during or after the expiry of contract period

D. Contract Period:

Initial contract will be for one year from the date of joining, which can be extended based on periodic performance review and to be co-terminus with the project period. Initial 03 months will be probation period during which NABCONS shall have the right to terminate the services of the individual without any notice period or assigning any reason. Thereafter NABCONS reserves the right to terminate the contract by giving three months' notice within the contract period. Further, NABCONS might rescind the contract at any time during the contract period if the work/conduct is found to be unsatisfactory.

E. How to Apply:

Interested candidates may apply online in the prescribed format within 10 days from 03 July 2020 to 12 July 2020 by clicking on the following links and filling the details therein:

Position	Link to Apply
Project-in-charge (Engineering) cum Team Leader, Malkangiri	https://forms.gle/STgs9QpxmFcJbQMLA
Team Leader- DMF	https://forms.gle/x8bFMAo58mSh5qJR8
Resident Engineer	https://forms.gle/w8oi8FbABcE2P5G88
MIS Expert	https://forms.gle/KZyJmsP1Jhgmdn7BA

In case the above link does not work, you may also copy and paste the link in your web browser and fill the details therein.

Note: Application of candidates who do not submit their application through the above link would not be considered.

F. Last date for submission of online applications: 12 July 2020

G. General Information:

- Only Shortlisted candidates will be called for the interview. Location for the Selection process will be indicated in the call letter. The candidates may kindly note that any cost incurred by them for attending the interview will not be reimbursed by NABCONS.
- The applicant may submit the declaration in the Google form with respect to the educational qualification and experience. Self-attested copies of educational qualifications and experience certificates to be compulsorily submitted at the time of the interview. Original documents would be required for verification.
- Place of posting of the candidate appointed will be in the state of Odisha. They may however be liable to be posted anywhere in India as per project requirement.
- NABCONS will not provide accommodation for the selected/appointed candidates.
- List of selected and waitlisted candidates for the post will be uploaded in NABCONS website(www.nabcons.com) after the selection process is completed. The validity of the panel of selected and waitlisted candidates will be co-terminus with the project.
- No correspondence will be entertained from any ineligible and non-selected candidate in all matter regarding eligibility, the selection process, documents to be produced for the selection process, assessment, prescribing minimum qualifying standards, number of vacancies, communication of result, etc. The company's decision shall be final and binding on the candidates and no correspondence shall be entertained in this regard.
- The final appointment will be based on the decision of selection committee constituted for the purpose. Company reserves the right to increase/ decrease the number of posts or not to fill up any of the posts.
- The appointment shall be subject to being found medically fit, for which purpose the candidate shall be required to undergo the protocol of medical tests upon reporting at place of posting. The continuance in NABCONS's service shall be subject to remaining medically fit to discharge duties and responsibilities. The decision of NABCONS regarding medical fitness shall be final and binding on the candidate.
- Merely satisfying the eligibly criteria does not entitle a candidate to be called for the interview. NABCONS reserves the right to call only the requisite number of candidates for the interview depending on number of responses, after preliminary screening / shortlisting with reference to candidate's qualification, suitability, experience, etc as per eligibility criteria. Applications received after the due date shall not be entertained and will be rejected.
- Under no circumstances applications by hand or any other mode will be entertained. The application submitted through online mode provided in this advertisement will only be accepted. NABCONS reserves the right to cancel the recruitment for the captioned post without assisting any reason at any stage.
- The contractually engaged staff shall have no legal claim to regular absorption either during the period of contract or after the period of contract expires. Similarly, the Contract Appointee will have no claims as to seniority
- NABCONS reserves the right to cancel the recruitment for the captioned post without assigning any reason at any stage.