



# BE A PART OF WORLD'S 1ST MARITIME HERITAGE COMPLEX

National Maritime Heritage Complex 1st Floor, NBCC Place, South Tower, B.P. Marg, Lodi Road, New Delhi-110003, Tel. No. 011-24369061/63, 24368334, Email: ipa@nic.in

Hiring of Manpower for NMHC (on contract basis)



TITLE OF THE JOB	NUMBER OF JOB	QUALIFICATION
Chief Executive Officer	01	On contract for <b>3 years</b> , extendable. <b>Pay package</b> will be at par with market and will not be constraint for deserving candidate. <b>Qualification:</b> Graduate degree from recognized university. <b>Experience:</b> For candidates from Govt / Public Sector: More than 15 years' of Group 'A' service. For candidates from Private Sector: More than 20 years' experience in managerial positions. <b>Age:</b> Not more than 58 years.
General Manager (Projects)	01	On contract for <b>3 years</b> , extendable. <b>Annual CTC:</b> 35 lakhs <b>Qualification:</b> B.E/ B.Tech (Civil Engg). <b>Experience:</b> More than 15 years. <b>Age:</b> Not more than 55 years.
General Manager (Marketing)	01	On contract for <b>3 years</b> , extendable. <b>Annual CTC:</b> 35 lakhs <b>Qualification:</b> MBA (Marketing/Tourism/Hospitality) or BBA or Any Graduate. <b>Experience:</b> More than 15 years. <b>Age:</b> Not more than 55 years.
Manager (Contracts)	01	On contract for <b>3 years</b> , extendable. <b>Annual CTC:</b> 20 lakhs <b>Qualification:</b> Bachelor Degree in Civil Engineering <b>Experience:</b> Minimum work experience of 10 years. <b>Age:</b> Not more than 45 years.
Manager (Marketing)*/Dy. Manager(Marketing)/ Asst. Manager, (Marketing)	01	On contract for <b>3 years</b> , extendable. <b>Pay:</b> Commensurate with experience. <b>Qualification:</b> MBA (Marketing/Tourism/Hospitality) or Graduation with certificate course in Digital Marketing. <b>Experience:</b> 10/7/3 years. <b>Age:</b> Not more than 40 years.

- Last date of application 15.12.2022
- Candidates applying for the post are advised to visit [www.ipa.nic.in](http://www.ipa.nic.in) regularly for updates.
- Applications may be sent to: Chief Administrative Officer, NMHC-IPA, 1st Floor, South Tower, NBCC Place Bhisam Pitamah Marg, Lodhi Road, New Delhi – 110 003 or through email [ipa@nic.in](mailto:ipa@nic.in)

Sd/-  
Chief Administrative Officer



## **Details of Eligibility criteria, Job description and Responsibility for various Job positions in National Maritime Heritage Complex (NMHC), Lothal**

### **Background**

Govt. of India has planned to develop National Maritime Heritage Complex (NMHC) at Lothal. Lothal is one of the most prominent cities of the ancient Indus valley civilization, located in the Bhal region of the modern state of Gujarat and dating from 3700 BC. Lothal has world's oldest (over 4600 years) old man made dockyard.

NMHC is being developed as international tourist destination, where the maritime heritage of India from ancient to modern times would be showcased with an edutainment approach using the latest technology adopted to spread awareness about India's maritime heritage. NMHC comprises various unique structures such as National Maritime Heritage Museum (14 galleries: to exhibit the evolution of India's Maritime Heritage during various eras), Light House Museum, Bagicha Complex, Heritage Theme Park, Museum Themed Hotels & Maritime themed eco-resorts, Maritime Institute Maritime & Naval Theme Park, Monuments Park, Climate Change Theme Park, Adventure & Amusement Theme Park etc.

Phase 1A of NMHC is in advance phase of implementation. The NMHC invites application from energetic, dynamic and experienced candidates for engagement (on contract basis) for the following posts as per eligibility criteria specified against each posts:

### **Post No. 1.**

<b>Title of the Job</b>	<b>General Manager (Projects)</b>
<b>Number of position</b>	One
<b>Age limit</b>	Not more than 55 years
<b>Period of engagement</b>	On contract for 3 years, extendable subject to evaluation of performance of the candidate.
<b>Pay Package</b>	Annual CTC: 35 lakhs
<b>Qualifications and Experience</b>	<b>Qualifications</b> –B.E/ B.Tech (Civil Engg) <b>Experience</b> – More than 15 years of experience in Project Formulation, Execution, Project Management of Large Building projects / Structures like large commercial buildings/large educational complex/construction of museum/science cities. <b>Desirable-</b> Experience in formulation and Execution of project on PPP
<b>Job Description</b>	<ul style="list-style-type: none"><li>• Overseeing development of the entire project.</li><li>• Handling of PPP projects.</li><li>• To handle day to day affairs of Project management and plan for future development.</li></ul>

**Post No. 2.**

<b>Title of the Job</b>	<b>General Manager (Marketing)</b>
<b>Number of position</b>	One
<b>Age limit</b>	Not more than 55 years
<b>Period of engagement</b>	On contract for 3 years extendable subject to evaluation of performance of Candidate
<b>Pay Package</b>	Annual CTC: 35 lakhs
<b>Qualifications and Experience</b>	<b>Qualifications</b> a). MBA (Marketing/Tourism/Hospitality) <b>Experience</b> 15 years of experience in promotion of museum/tourism related activity /hospitality services/arranging of events, seminars, conferences etc at large level.  OR B) BBA or Any Graduate  <b>Experience</b> 20 years of experience in promotion of museums/tourism related activity /hospitality services/arranging of events, seminars, conferences etc at large level.
<b>Job Description</b>	<ul style="list-style-type: none"><li>• Formation of overall marketing strategy for NMHC</li><li>• Promotion and Publicity of the NMHC Project at national and international level</li><li>• Promotion of the project to potential funding agencies and raising of fund</li><li>• Understanding the customer demand for future development of NMHC</li><li>• All marketing related issues</li></ul>

**Post No. 3.**

<b>Title of the Job</b>	<b>Manager (Contracts)</b>
<b>Number of position</b>	One
<b>Age limit</b>	Not more than 45 years
<b>Period of engagement</b>	On contract for 3 years extendable subject to evaluation of performance of Candidate
<b>Pay Package</b>	Annual CTC: 20 lakhs
<b>Qualifications and Experience</b>	<b>Qualifications</b> – Bachelor Degree in Civil Engineering <b>Experience</b> – Minimum work experience of 10 years out of which at least 5 years’ experience in Contract Management of large infrastructure projects of Govt. Organizations/PSU/Private Sector

<b>Job Description</b>	<ul style="list-style-type: none"> <li>• Preparation of Tender Documents, RFQ, RFP etc</li> <li>• Bid processing and award of work</li> <li>• Quality control and assurance</li> <li>• Procurement related activities and providing reports to management and other agencies as and when required</li> <li>• Post contract related activities</li> </ul>
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**Post No. 4.**

<b>Title of the Job</b>	<b>Manager (Marketing)* /Dy. Manager(Marketing)/Asst. Manager (Marketing)/</b>
<b>Number of position</b>	One
<b>Age limit</b>	Not more than 40 years
<b>Period of engagement</b>	On contract for 3 years extendable subject to evaluation of performance of Candidate
<b>Pay Package</b>	Commensurate with experience
<b>Qualifications and Experience</b>	<p><b>Qualifications</b> MBA (Marketing/Tourism/Hospitality) or Graduation with certificate course in Digital Marketing</p> <p><b>Experience</b> 10/7/3 years of experience in promotion of museum/tourism related activity /hospitality services/arranging of events, seminars, roadshows, advertisement and publicity.</p>
<b>Job Description</b>	<ul style="list-style-type: none"> <li>• Promotion of the project to potential funding agencies</li> <li>• Various promotion activity like Roadshows, publicity, seminars etc</li> <li>• Event management</li> <li>• Handling of customer grievances</li> <li>• Preparation of reports and providing information to senior management.</li> </ul>

**\*Candidate with lesser experience can be considered for Dy. Manager / Asst. Manager**

**SUBMISSION OF APPLICATIONS**

Candidates are required to submit their signed copy of curriculum vitae on plain paper, specifying educational qualification (graduation on ward- supported by certificates) and experience (supported by experience certificates/ pay slips /testimonials etc.). The CV should also contain a passport sized colour photograph of the candidate.

## **GENERAL CONDITIONS**

- All qualifications should be recognized by UGC/AICTE/AIU (GOI)
- Appointment shall be subject to applicable Service and Conduct Rules.
- Working knowledge of Computers including MS-Office is essential for all the above post.
- The selection committee takes no responsibility for any delay in receipt or loss in postal transit of any application or communication. Candidates in their own interest are advised to submit application well in time before the last date to avoid possible delay in postal transit. Application received after due date will be summarily rejected.
- In case, it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information/certificate/documents or has suppressed any material fact(s), his/her candidature will stand cancelled. If any of these shortcomings is/are detected after appointment, his/her services shall be terminated.
- Any request for change of address/change of centre for group discussion and/or interview shall not be entertained.
- The selection committee has the right to reject any application/candidature at any stage without assigning any reason and the decision of Company shall be final. The selection committee has the right to reject entirely or partially the selection/advertisement at any stage without assigning any reason and the decision of selection committee shall be final in this regard.
- Any resulting dispute arising out of this advertisement shall be subject to the sole jurisdiction of the Courts situated in Delhi.
- Canvassing in any form will be a disqualification.
- Communication shall be sent at the Present Address mentioned by the Candidate in the application form.
- Any changes/modifications in the advertisement will be placed on the website of IPA. Candidates applying for the post are advised to visit [www.ipa.nic.in](http://www.ipa.nic.in) regularly for updates.
- Self-attested Photocopies of all certificates/testimonials are to be provided with the application.
- Incomplete applications are liable to be REJECTED.
- Separate application need to be submitted, if any candidate wishes to apply for more than one assignment.
- Last date of receipt of applications is **15.12.2022**. No application shall be entertained under any circumstances after the stipulated date.
- Applications may be sent to: Chief Administrative Officer, NMHC-IPA, 1st Floor, South Tower, NBCC Place Bisham Pitamah Marg, Lodhi Road, New Delhi – 110 003 or through email [ipa@nic.in](mailto:ipa@nic.in)