

Karnataka Tourism Infrastructure Limited
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ಪ್ರಜ್ಞಾಯೋ-2/117/2013-14

ದಿನಾಂಕ: 11-02-2019

INVITATION FOR JOB APPLICATIONS

The Managing Director, Karnataka Tourism Infrastructure Limited (KTIL) invites applications from interested candidates for various positions on contract basis. Eligible candidates may apply for the vacancies by sending their up-to-date resumes only in the prescribed Resume Format along with documentary proof for educational qualifications, experience and certifications to ktilkarnataka@gmail.com by **26th February 2019**. A candidate can apply for only one position. Shortlisted candidates based shall be called for document verification. Candidates whose document verification is successful shall be asked to appear for an interview by a panel of experts formed by KTIL. The number of candidates called for interview and the number of vacancies for that position shall be in the ratio of roughly 5:1.

Details of the advertisement, open positions, eligibility criteria, skill requirements, evaluation criteria and resume format are available on www.karnatakaturism.org

SL. No.	Position Name	Nos.
1	Assistant Engineer (Head Office)	4
2	Assistant Engineer (Regional Office)	8
3	PPP Specialist	1
4	Heritage Advisor	1
5	General Manager (HR)	1
6	HR Officer	1
7	Finance Officer	1
8	Finance Executive	1
Total Vacancies: 18		

For any further clarifications contact

Dr Sreenath K.S., Assistant Director, Department of Tourism (Mob - 91-96866 78111)

Sd/-
Managing Director
KTIL

SELECTION OF CANDIDATES FOR VARIOUS POSITIONS IN KTIL

Karnataka Tourism Infrastructure Limited (KTIL) is seeking to appoint qualified personnel in various domains to assist KTIL in its day to day operations and business expansion plans. The positions are to be filled on contract basis for a period of one year subject to extension on an annual basis on candidate's performance and KTIL's requirements for another one year.

The document contains the following details:

- [POSITIONS – AGE, SALARY, ELIGIBILITY CRITERIA, SKILLS](#)
- [EVALUATION CRITERIA FOR EACH POSITION](#)
- [RESUME FORMAT](#)

Eligible candidates may apply for the vacancies by sending their up-to-date resumes only in the prescribed Resume Format along with documentary proof for educational qualifications, experience and certifications to ktilkarnataka@gmail.com by 23rd February 2019:

The due date of reaching applications at the office of Managing Director, KTIL is 23/02/2019. No applications shall be entertained after the due date. No resumes shall be entertained in any other format than the prescribed Resume Format. Applications without adequate documentary proof shall be summarily rejected. A candidate can apply for only one position.

Company Overview:

Karnataka Tourism Infrastructure Limited (KTIL) is positioned as an implementation arm of Department of Tourism, Government of Karnataka. KTIL shall implement tourism infrastructure projects of Department of Tourism, Government of Karnataka.

POSITIONS – AGE, SALARY, ELIGIBILITY CRITERIA, SKILLS

SL. No.	Position & no. of positions	Age as on date of notification	Consolidated Salary per month	Eligibility Criteria – Qualification and Experience (Minimum 50% marks in all examinations is necessary of qualification)	Must have skills
1	Assistant Engineer (Head Office) No. of positions: 4	18 years to 35 years	Rs.35,000 + VDA	<ul style="list-style-type: none"> • Must be a B.E / B Tech with Specialization in Civil Engineering with minimum 50% aggregate marks from AICTE / UGC recognized university • Minimum 5 years' experience working in preparation of Techno Economic Feasibility Report / Detailed Project Reports for Building Construction Projects / Infrastructure projects / Tourism projects / Urban projects • Must be certified in AUTOCAD by KEONICS or equivalent certification through a minimum 3 months course 	<ul style="list-style-type: none"> • Good understanding of Civil engineering projects. • Experience in preparation of Tender Documents for Goods & Works tenders, KPPP Act and e- Procurement procedures. • Should possess good computer knowledge especially AUTO CAD. • Strong Knowledge of MS Office especially MS Word & MS Excel. • Excellent written and verbal communication skills • Proficient in English and Kannada
2	Assistant Engineer (Regional Office) No. of positions: 8	18 years to 35 years	Rs.35,000 + VDA	<ul style="list-style-type: none"> • Must be a B.E / B Tech with Specialization in Civil Engineering with minimum 50% aggregate marks from AICTE / UGC recognized university • Minimum 5 years' experience working in construction supervision which includes field studies as per standard engineering practices and applicable codes, perform survey measurement of works where required for the determination of quantities, preparation of Reports on the progress of construction projects, prepare and maintain inspection 	<ul style="list-style-type: none"> • Good understanding of Civil engineering projects. • Should possess good computer knowledge especially AUTO CAD. • Strong Knowledge of MS Office specially MS Excel. • Excellent written and verbal communication skills • Proficient in English and Kannada

SL. No.	Position & no. of positions	Age as on date of notification	Consolidated Salary per month	Eligibility Criteria – Qualification and Experience (Minimum 50% marks in all examinations is necessary of qualification)	Must have skills
				<p>and engineering reports and records to adequately document the progress of works.</p> <ul style="list-style-type: none"> • Must be certified in AUTOCAD by KEONICS or equivalent certification through a minimum 3 months course • The Candidate should have relevant years of experience working in Field level studies of Civil construction projects. 	
3	PPP Specialist No. of positions: 1	18 years to 40 years	Rs.35,000 + VDA	<ul style="list-style-type: none"> • Must be an MBA / PGDM with specialization in Finance. • At least 5 years of experience in working in PPP Projects which includes preparing Financial Models, drafting of Bid Documents & Concession Agreements and structuring of PPP Projects. • Experience in Tourism/Hospitality Industry shall also be given additional weightage • Certification in PPP by Government / international bodies / Recognized universities shall be given an additional weightage 	<ul style="list-style-type: none"> • Good understanding of PPP Projects, preparation of Tender Documents, KTPP Act and e- Procurement procedures. • Should possess good computer knowledge. • Strong Knowledge of MS Office especially MS Word & MS Excel. • Excellent written and verbal communication skills • Proficient in English and Kannada
4	Heritage Advisor No. of positions: 1	18 years to 40 years	Rs. 35,000 + VDA	<ul style="list-style-type: none"> • Must be a B.E / B Tech with Specialization in Civil Engineering / B Arch with minimum 50% aggregate marks from AICTE / UGC recognized university • At least 5 years of experience in working in Heritage sector Projects which includes 	<ul style="list-style-type: none"> • Good understanding of Heritage Projects. • Should possess good computer knowledge. • Strong Knowledge of MS Office especially MS Word & MS Excel. • Excellent written and verbal communication skills

SL. No.	Position & no. of positions	Age as on date of notification	Consolidated Salary per month	Eligibility Criteria – Qualification and Experience (Minimum 50% marks in all examinations is necessary of qualification)	Must have skills
				preparation of Detailed Project Report for Conservation of Monuments archaeological and heritage sites.	<ul style="list-style-type: none"> Proficient in English and Kannada
5	General Manager (HR) No. of positions: 1	24 years to 45 years	Rs.50,000 + VDA	<ul style="list-style-type: none"> Must be an MBA / PGDM / MTA with specialization in HR. At least 10 years of experience in Administration Department of Firms/ Companies/Public Sector Enterprises with an average Turnover of Rs.50 Crore in 3 years out of last 5 financial years Must have experience in HR Administration & Management for at least 3 years during past 5 financial years. Relevant Experience in Government undertakings shall get an additional weightage 	<ul style="list-style-type: none"> Good understanding of Government procedures and standards. Knowledge of statutory requirements viz Karnataka Cadre, Recruitment, Probation, Seniority and Promotion Regulations (KCSR) and fair knowledge on Karnataka Treasury Code and Karnataka Financial Code. Should possess good computer knowledge. Good organizational skills, which are essential for managing HR Department. Excellent written and verbal communication skills Proficient in English and Kannada
6	HR Officer No. of Positions – 1	18 to 35 years	Rs.24,000 + VDA	<ul style="list-style-type: none"> Graduate from AICTE / UGC recognized university with at least 3 years of experience in Administration Department in reputed private / govt. firms Candidates with Masters in Tourism Administration (MTA) / MBA (HR) / PGDM (HR) shall be given additional weightage Relevant Experience in Government undertakings shall get an additional 	<ul style="list-style-type: none"> Strong management and organizational skills Advanced Knowledge of Administrative structure of Firms Should possess good computer knowledge Strong knowledge of MS Office Strong MIS reporting skills Good People Management skills Excellent written and verbal communication skills

SL. No.	Position & no. of positions	Age as on date of notification	Consolidated Salary per month	Eligibility Criteria – Qualification and Experience (Minimum 50% marks in all examinations is necessary of qualification)	Must have skills
				weightage	<ul style="list-style-type: none"> Proficient in English and Kannada
7	System Engineer No. of positions: 1	18 to 35 years	Rs.24,000 + VDA	<ul style="list-style-type: none"> B.E. / B Tech (Computer Science or Information Technology or Information Science) / BCA / MCA from AICTE / UGC recognized university Must have a work experience of at least 3 years in reputed private companies or Govt. undertakings as a System / Network Engineer Must have CCNA (Cisco Certified Network Associate) certification 	<ul style="list-style-type: none"> Good knowledge of systems networking and IT security Design, deploy, monitor, and troubleshoot network (hardware & software) Solid understanding of OSI or TCP/ IP model Should have good knowledge in configuring and installing various network devices and services (e.g. : routers, switches, firewalls, load balancers, VPN, networking protocols) Should be skilled in performing network maintenance and system upgrades including service packs/, patches, hot fixes and security configurations
8	Finance Officer No. of positions: 1	18 years to 45 years	Rs. 37,000+ VDA	<ul style="list-style-type: none"> M.Com. / MBA (Finance) or equivalent Commerce stream qualification with minimum 50% aggregate marks from AICTE / UGC recognized university Minimum 7 years post qualification experience in the Finance Department in reputed private / govt. firms Candidates who have undergone Articleship in a CA Firm and those who completed CA / CMA / CS Inter shall be given additional weightage 	<ul style="list-style-type: none"> Strong management and organizational skills. Advanced Knowledge of Finance & Accounting Should possess good computer knowledge Strong Knowledge of MS Office especially MS Excel and Tally Strong MIS reporting skills Good People Management skills Excellent written and verbal communication skills. Proficient in English and Kannada

SL. No.	Position & no. of positions	Age as on date of notification	Consolidated Salary per month	Eligibility Criteria – Qualification and Experience (Minimum 50% marks in all examinations is necessary of qualification)	Must have skills
				<ul style="list-style-type: none"> • Must be certified in Tally ERP-9 by KEONICS or equivalent certification through a minimum 3 months course 	
9	Finance Executive No. of positions: 1	18 years to 30 years	Rs. 24,000 + VDA	<ul style="list-style-type: none"> • B.Com. / BBM or equivalent Commerce stream qualification with minimum 50% aggregate marks from AICTE / UGC recognized university • Minimum 3 years post qualification experience in the Finance Department in reputed private / govt. firms • Must be certified in Tally ERP-9 by KEONICS or equivalent certification through a minimum 3 months course 	<ul style="list-style-type: none"> • Good Knowledge of Accounting • Should possess good computer knowledge • Strong Knowledge of MS Office specially MS Excel and Tally • Good People Management skills • Excellent written and verbal communication skills. • Proficient in English and Kannada

EVALUATION CRITERIA FOR EACH POSITION

SL. No.	Position	Additional Weightage for <u>experience</u> over and above minimum criteria	Additional Weightage for <u>education</u> over and above minimum criteria	Additional Weightage for <u>certifications</u> over and above minimum criteria	Interview performance	Total Marks
1.	Assistant Engineer (Head Office)	<ul style="list-style-type: none"> • 6 - 9 years relevant experience: 10 marks • Greater than 9 years – upto 12 years relevant experience: 15 marks • 12+ years relevant experience:: 20 marks • Additional marks for 3 years of Relevant Experience in Government sector / Government sector projects: 20 marks 	<ul style="list-style-type: none"> • 70% + in 12th - 10 marks • 70% + in Graduation - 10 marks 	<ul style="list-style-type: none"> • Certified in AUTOCAD by KEONICS or equivalent certification through a minimum 3 months course – 15 marks 	25	100
2.	Assistant Engineer (Regional Office)	<ul style="list-style-type: none"> • 6 - 9 years relevant experience: 10 marks • Greater than 9 years – upto 12 years relevant experience: 15 marks • 12+ years relevant experience:: 20 marks • Additional marks for 3 years of Relevant Experience in Government sector / 	<ul style="list-style-type: none"> • 70% + in 12th - 10 marks • 70% + in Graduation - 10 marks 	<ul style="list-style-type: none"> • Certified in AUTOCAD by KEONICS or equivalent certification through a minimum 3 months course – 15 marks 	25	100

SL. No.	Position	Additional Weightage for <u>experience</u> over and above minimum criteria	Additional Weightage for <u>education</u> over and above minimum criteria	Additional Weightage for <u>certifications</u> over and above minimum criteria	Interview performance	Total Marks
		Government sector projects: 20 marks				
3.	PPP Specialist	<ul style="list-style-type: none"> 6 - 10 years relevant experience: 10 marks Greater than 10 years – upto 12 years of relevant experience: 15 marks 12+ years relevant experience: 20 marks Additional marks for 3 years of Relevant PPP Experience in Tourism / Hospitality Domain OR Experience in working at least minimum of 3 PPP Projects in Tourism / Hospitality Domain : 20 marks 	<ul style="list-style-type: none"> MBA (Finance) / PGDM (Finance) with minimum 60% aggregate marks – 20 marks 	<ul style="list-style-type: none"> National / International Certification in PPP by Government / International Bodies / Recognized Universities -15 marks 	25	100
4.	Heritage Advisor	<ul style="list-style-type: none"> 6 - 10 years relevant experience: 10 marks Greater than 10 years – up to 12 years of relevant experience: 15 marks 12+ years relevant experience: 20 marks Additional marks for 3 years of Relevant Experience in working in heritage monuments, archaeological and heritage sites in Karnataka : 15 marks 	<ul style="list-style-type: none"> B Tech (Civil) / B.E. (Civil) / B Arch with minimum 60% aggregate marks – 25 marks 	<ul style="list-style-type: none"> NA 	25	100

SL. No.	Position	Additional Weightage for <u>experience</u> over and above minimum criteria	Additional Weightage for <u>education</u> over and above minimum criteria	Additional Weightage for <u>certifications</u> over and above minimum criteria	Interview performance	Total Marks
		<ul style="list-style-type: none"> • Additional Marks for Experience of working in 1 World Heritage Site project OR a site nominated for World Heritage Site – 15 marks 				
5.	General Manager (HR)	<ul style="list-style-type: none"> • 11 - 15 years relevant experience: 15 marks • Greater than 15 – up to 18 years relevant experience: 20 marks • 18+ years relevant experience: 30 marks • Additional Marks for Min 3 years of Relevant Experience in Government undertakings – 20 marks 	<ul style="list-style-type: none"> • Full Time MBA / PGDM in HR with minimum 60% aggregate marks- 25 marks 	<ul style="list-style-type: none"> • NA 	25	100
6.	HR Officer	<ul style="list-style-type: none"> • 4 - 8 years relevant experience: 15 marks • Greater than 8 years – up to 10 years relevant experience: 20 marks • 10+ years relevant experience: 30 marks • Additional marks for Min 3 years of relevant experience in Government undertakings – 20 marks 	<ul style="list-style-type: none"> • Masters in Tourism Administration (MTA) / MBA (HR) / PGDM (HR) with minimum 60% aggregate marks – 25 marks 	<ul style="list-style-type: none"> • NA 	25	100
7.	System Engineer	<ul style="list-style-type: none"> • 4 -8 years relevant experience: 20 marks 	<ul style="list-style-type: none"> • 70% + in 12th - 10 marks 	<ul style="list-style-type: none"> • Cisco Certified Network Professional 	25	100

SL. No.	Position	Additional Weightage for <u>experience</u> over and above minimum criteria	Additional Weightage for <u>education</u> over and above minimum criteria	Additional Weightage for <u>certifications</u> over and above minimum criteria	Interview performance	Total Marks
		<ul style="list-style-type: none"> Greater than 8 years –upto 10 years of relevant experience: 25 marks 10+ years relevant experience: 30 marks 	<ul style="list-style-type: none"> 70% + in Graduation - 10 marks 	(CCNP) certification – 25 marks		
8.	Finance Officer	<ul style="list-style-type: none"> 8 - 12 years relevant experience: 10 marks Greater than 12 years – up to 15 years relevant experience: 15 marks 15+ years relevant experience: 20 marks 	<ul style="list-style-type: none"> Articleship / CA / CMA CS Inter / - 25 marks 70% + in Graduation - 10 marks 70% + in Post-Graduation - 10 marks 	<ul style="list-style-type: none"> Diploma In Computer Financial Accounting (DICFA) by KEONICS or Equivalent certification for MS Office through a minimum 6 months course – 10 marks 	25	100
9.	Finance Executive	<ul style="list-style-type: none"> 4 -8 years relevant experience: 15 marks Greater than 8 years - up to 10 years of relevant experience: 20 marks 10+ years relevant experience: 25 mark 	<ul style="list-style-type: none"> 70% + in 12th - 15 marks 70% + in Graduation - 15 marks 	<ul style="list-style-type: none"> Certification in Tally ERP-9 by KEONICS or equivalent certification through a minimum 3 months course – 20 marks 	25	100

RESUME FORMAT

<Fill Sl. No. & Name of Position applied for as mentioned in Advertisement>

<Candidate Name>

<Candidate Address>

<Candidate D.O.B.>

<Candidate Mobile No.>

<Candidate Email Id>

PROFILE SUMMARY

Category	Details
Highest Educational Qualification	SSLC / 10 th / PUC / Higher Secondary / Graduate / Post Graduate/M Phil / PhD
Total months of professional experience as on 8 th February 2019	Years - Months
Age as on 8 th February 2019	Years - Months
Certification Details (if any)	Certificate Name & Details: <add more rows to include more certificates>

PROFESSIONAL EXPERIENCE

Employer Name	Position	From	To	Details of Work undertaken that best illustrates capability to handle the task assigned for the applied Position
<add rows if required>				

EDUCATIONAL DETAILS

Educational Institute Name	Qualification	Year of passing	% Marks
<add rows if required>			

COMPUTER SKILLS

Skill <select none / basic / advanced>	MS Word	MS PowerPoint	MS Excel	Other Relevant software certifications done by the candidate as per Job requirement
Computer Skills	None / Basic / Advanced	None / Basic / Advanced	None / Basic / Advanced	None / Basic / Advanced

LANGUAGE SKILLS

Language <select Yes / No>	Read	Write	Speak
Kannada	Yes / No	Yes / No	Yes / No
English	Yes / No	Yes / No	Yes / No

DOCUMENT CHECKLIST

Category	Instructions <select Yes / No>	Enclosed
Educational	Enclose all educational certificates (e.g. school, graduation etc.)	Yes / No

Experience	<i>Enclose all experience certificates (relieving / appointment letters from employers)</i>	<i>Yes / No</i>
Certifications	<i>Enclose all professional certificates (MS office, Tally, other trainings etc.)</i>	<i>Yes / No</i>
Valid Identity Proof	<i>Enclose valid proof of age</i>	<i>Yes / No</i>