



Aurangabad Smart City Development Corporation Limited, Aurangabad.



No. ASCDCL/2021/830

Date: 06/08/2021

RECRUITMENT FOR POSITIONS IN ASCDCL & CITY BUS DIVISION OF ASCDCL

Aurangabad Smart City Development Corporation Limited (ASCDCL) invites applications for appointment (on contract basis) to the following positions in its “Aurangabad City Transport” and in ASCDCL division.

Position – 1: Deputy Manager (Operations and Maintenance)	
Scope of work	<p>The Deputy Manager (Maintenance) shall be overall responsible for:</p> <ul style="list-style-type: none">• Preparation of schedules and preventive maintenance chart; maintenance of healthy road worthy fleet.• Knowledge of various laws applicable, rules and regulation and compliance with various legal procedures and obligations; implementation of various schemes.• Achievement of best results, i.e., technical parameters; maintaining a record of critical technical data.• Registration and taxation of buses and domestic fleet.• Preparation and execution of fleet management/maintenance strategy for intra- city bus operations under the Aurangabad Smart City project in active co- ordination with MSRTC.• Assisting the ASCDCL leadership in building effective staff strength and capacity for the Aurangabad City Transport division; formulation and execution of standard operating procedures.• Monitoring the maintenance of buses with a view to enhance the service provided to people and the procurement of spare as well as availability of equipment/tools/machinery in co- ordination with MSRTC and bus manufacturer.• Monitoring of critical technical parameters in co-ordination with MSRTC including service quality and effective cost control; staff supervision and management; addressing accidents and other contingencies.• Should have sufficient knowledge of e-tendering process and shall be capable of drafting various tender document as required for smart city bus division.• Shall have adequate knowledge of different purchase procedures of Govt. Portal. Ex. GeM Portal.• Any other work allotted specifically by the Chief Operations Manager (City Bus).• Work under overall guidance and directions of the Chief Operations Manager (City Bus).
Qualifications:	<ul style="list-style-type: none">• Graduate in the field of Mechanical Engineering/Automobile Engineering.• At least 10 years of experience in managing bus operations in a technical role.

	be preferred.
Documents to be submitted:	Details of experience/posts held during past 10 years, proof of age, proof of Qualifications (originals to be submitted at the time of appointment).
Age Limit (as on 31 st July 2021)	Minimum of 45 years and maximum of not more than 65 years (relaxable by 5 years subject to physical fitness)
Consolidated pay per month (all-inclusive on CTC basis)	Remuneration shall be commensurate with experience and other prerequisites as per ASCDCL policy

Position – 2: Assistant Manager (Operations)

Scope of work	<p>The Assistant Manager (Operations) shall be responsible for:</p> <ul style="list-style-type: none"> • Preparation and execution of operations strategy for City Bus Service either independently or in active co-ordination with MSRTC. • Assisting with framing of policies, rules, regulations, and Standard Operating procedures (and execution of the same). • Route and fleet management—including but not limited to preparation of Time Tables, i.e., schedules, stage and fare tables, duty rosters for all staff, and a comprehensive fleet deployment and management plan for Aurangabad City Bus Service. • Addressing public complaints and disposal thereof; launching of various schemes and innovative ideas; maintenance of labour and industrial relations. • Initiating measures to boost earnings and reduce costs; achievement of physical parameters • Introduction of new and innovative technologies. • Knowledge of various laws, rules and regulations related to bus transport operations and ensuring compliance. • He/she shall be responsible for commercial establishments such as calling tenders, recovery of dues of ASCDCL concerning with Smart City Bus Division. • Assisting the ASCDCL leadership in effective monitoring and constant improvement of service. • Monitoring of the service level parameters and co-ordination with MSRTC to ensure provisioning of high service levels and optimal fleet utilization. • Monitoring of critical operations parameters in co-ordination with MSRTC, cost control and quality control. • Monitoring of revenue collection through ticket sale and passes. • Co-ordination with the Regional Transport Authority for applicable regulatory clearances. • Staff supervision and management; maintaining record of key operational data. • Addressing accidents and other contingencies. • Work under overall guidance and directions of the Deputy Manager (Operations); any other work allotted specifically by the Deputy Manager (Operations)
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Qualifications:	<ul style="list-style-type: none"> • Graduate from any recognized university; education in transport management will be an added advantage. • At least 10 years of experience in managing bus transport operations.
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	<ul style="list-style-type: none"> • Excellent MS Office skills and overall computer skills. • Experience of working with a State Road Transport Undertaking/Municipal Undertaking/Government Transport Company to be preferred.
Documents to be submitted:	Details of experience/ posts held during past 10 years, proof of age, proof of qualifications (originals may be submitted at the time of appointment).
Age Limit (as on 31 st July 2021)	Minimum of 30 years and maximum of 65 years.
Consolidated pay per month (all-inclusive on CTC basis)	Remuneration shall be commensurate with experience and other perquisites as per ASCDCL policy.

Position – 3: Accountant- No of posts (2)

Scope of work	<p>The Accountant shall be responsible for:</p> <ul style="list-style-type: none"> • Managing Accounts, Finance & Commercial functions of the Company, including taxation matters, under the supervision of Assistant Manager (Accounts & Admin). • Managing Vouchers, cash inflows/outflows. • Carrying out internal audit. • Carrying out various taxation process. (Ex. IT returns, GST returns)e • Any other assistance to CFO & Assistant Manager for relevant matters as required from time to time. • Work under overall guidance and directions of the Chief Operations Manager (City Bus) & CFO (ASCDCL)
Qualifications:	<ul style="list-style-type: none"> • Degree in Commerce or MBA (Finance). • At least 10 years of work experience. • Excellent MS Office skills. • Excellent skills in Tally Package will be preferred.
Documents to be submitted:	Details of experience/ posts held during past 10 years, proof of age, proof of qualifications (originals may be submitted at the time of appointment).
Age Limit (as on 31 st July 2021)	Minimum of 30 years and maximum of 60 years.
Consolidated pay per month (all-inclusive on CTC basis)	Remuneration shall be commensurate with experience and other perquisites as per ASCDCL policy.

Position – 4: Analyst

Scope of work	<ul style="list-style-type: none"> • Build, supervise and monitor all Intelligent Transport System (ITS)/Information and Communications Technology functions at Transport Division of ASCDCL • Monitor the performance of and co-ordinate with the e-ticketing and system integration vendors of ASCDCL • Analyze the Daily Operations Performance and Daily Vehicle Performance data pertaining to Aurangabad City Bus Service and submit reports/presentations for ASCDCL's information, and action • Analyze data from on-bus ITS system (GPS, VHMD, etc.) and present trends/key conclusions
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	<ul style="list-style-type: none"> Analyze data from ASCDCL's e-ticketing set up to present trends for information and action Assist with route management, scheduling and preparation of fleet deployment plan Prepare and submit quarterly performance reports encompassing relevant parameters Work with the overall vision of constantly improving the service provided to public and using the data to that end <p>Any other work allotted specifically by the Chief Operations Manager</p>
Qualifications:	<ul style="list-style-type: none"> Graduate in the field of Statistics/Data Science/Transport Planning/Information Technology/ Computer or Software or Mechanical Engineering from a reputed institute At least 1 year of experience in working in transport sector Excellent analytical skills Excellent MS Office skills, particularly MS Excel Knowledge of and proficiency in Big Data Analytics or any platform/application that aids the scope of work envisioned for the position would be an added advantage (ASCDCL reserves the right to relax the qualification criteria for this position in case of outstanding applications)
Documents to be submitted:	<ul style="list-style-type: none"> Work Sample (an original report/data analysis/academic publication pertaining to public transportation; application stands to be rejected if the work sample submitted is found to be plagiarized), details of experience/posts held, proof of age, proof of qualifications (originals to be submitted at the time of appointment).
Age Limit (as on 31 st July 2021)	Not more than 65 years.
Consolidated pay per month (all-inclusive on CTC basis)	Remuneration shall be commensurate with experience and other perquisites as per ASCDCL policy.

General conditions for all the above posts:

- Number of post(s): five
- The place of posting shall be Aurangabad, Maharashtra.
- Interested eligible candidates may attend the interview as per the schedule mentioned below along with the documents required. No TA/DA would be provided for attending the interview. The candidates not fulfilling the eligibility criteria would not be considered for the selection process. The decision of the Company is final and binding.
- The Company reserves its rights to accept or reject any application, without assigning any reasons thereof.
- The posts advertised are full time posts. The selected persons will have to stay in Aurangabad city and be available for work as per requirement. The job being offered is of high prestige and integrity and offers unparalleled opportunity in bringing change and development at a citywide level. The job is also extremely challenging and therefore dynamic, innovative, hardworking, sincere people with integrity and considering themselves capable of doing justice to this role may only apply.
- The **walk-in interview** shall be held at the below-mentioned address on 13 /08/2021 between 11:00 AM and 2:00 PM.

Venue: Dr. Babasaheb Ambedkar Research Centre,
Near Aamkhas Maidaan, Aurangabad-431001


Chief Executive Officer
 Aurangabad Smart City Development
 Corporation Limited (ASCDCL)