

EMPLOYMENT NOTIFICATION No. 13/2018

ANDHRA PRADESH CAPITAL REGION DEVELOPMENT AUTHORITY

Lenin Centre, Governor pet, Vijayawada – 520 002 (A.P)

Phone: 0866-2571272, Fax:0866-2577357

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Rc.No. CRDA-HR/3838/2018, Dt.26.10.2018

Notification is hereby issued for the following position in **APCRDA, Vijayawada** on contract basis. Applications are invited from the eligible candidates for the following post to work on Contract basis for a period of One Year.

Post Name	No of Posts	Educational qualification and Relevant Exp. In years
Facilities Manager	1	A General engineering Degree/bachelor's degree in business administration or related field required, Master's degree preferred 10-15 years of relevant experience in facilities management in leadership role in MNCs, Corporate, PSUs is preferable.

Online application is available in the website www.crda.ap.gov.in in careers tab. Only online applications are accepted. The online applications can be submitted from 02.11.2018 to 15.11.2018.

For further details and competencies required please visit the website www.crda.ap.gov.in

Sd/-Commissioner, APCRDA

JOB DESCRIPTION FOR THE POST OF FACILITIES MANAGER

Name of the Post	No of Posts	Educational Qualification	Experience in years
Facilities Manager	1	A General engineering Degree/bachelor's Degree in business administration or related field required, Master's degree	10-15 years of relevant experience in facilities management in leadership role in MNCs, Corporate, PSUs

SUMMARY:

Andhra Pradesh Capital Region Development Authority is established for the purpose of Planning, Co-ordination, Execution, Supervision, Financing, Funding and for Promoting and securing the Planned Development of the Capital Region and Capital City Area for the State of Andhra Pradesh.

Responsibilities:

-) Maintaining and repairing buildings and equipment
-) Overseeing custodial and security staff
-) Ensuring that the lighting, heating, air conditioning and ventilation systems are operating properly to provide good working and/or living conditions for occupants
-) Supervising the design and upkeep of the facilities' grounds and landscaping
-) Updating and maintaining the telecommunications and computer systems
-) Adhering to and improving health and safety standards, and

WORK EXPERIENCE:

-) 10-15 Years' of relevant experience in facilities management in leadership role.
-) Working experience in MNCs, Corporate ,PSUs is preferable

DATE AND LOCATION OF JOINING:

-) Immediate joining, Vijayawada

SALARY:

-) Negotiable

IMPORTANT NOTE: The persons who are not having the required qualifications and experience need not apply.