

Career Opportunities at ERDA

Below are the details of career opportunities at ERDA. Interested candidates are requested to send their resume latest by **January 21st, 2012** by email to 'careers@erda.org' with the subject line - "**Applying for Position Code _____**"

- 1) Finance Executive**
Position Code : EX101
Position Location : Vadodara

Should be MBA - Finance or CA with minimum 2 years of work experience in Budget Management, Cash-flow Management, Cost Management, Investment Management, handling Banking and Non-Banking Institutes.

- 2) Accounts Officer**
Position Code : EX102
Position Location : Vadodara

Should be B.Com / M.Com with minimum 5 years of experience in verification of cash book, income tax calculation of employees, income tax, TDS, service tax reconciliation, scrutiny of accounts ledger, direct and indirect tax matters, payroll management, etc.

- 3) Accounts Officer**
Position Code : EX103
Position Location : Mumbai

Should be B.Com / M.Com with minimum 5 years of experience in verification of cash book, income tax calculation of employees, income tax, TDS, service tax reconciliation, scrutiny of accounts ledger, direct and indirect tax matters. Should also have experience in making travel and hotel arrangements, following up with payment of outstanding, coordinating and making arrangements for various functions and events and handling day-to-day office management activities.

- 4) Deputy Manager - Business Development**
Position Code : EX104
Position Location : Vadodara

Should be B.E. / B.Tech. (First Class) and MBA - Marketing / Sales with minimum 5 years of work experience in developing Business Development networks and execution, capturing customers' voice, marketing organizational services, preferably in the area of electrical equipment. Should also have exposure of dealing with regulatory requirements and handling documentation for export of services in foreign markets.

- 5) Engineer - IT Support**
Position Code : EX105
Position Location : Vadodara

Should be B.E. / B.Tech. - Computers / IT (First Class) or MCA with minimum 3 years of work experience in Maintenance of Active Directory, Windows 2003/2008 server, Maintenance of

Routers, Layer 3 switch, LAN and WAN links, Wireless links etc., Installing, supporting and maintaining new server hardware and software infrastructure, Setting up user accounts, permissions and passwords, monitoring network usage, etc.

6) Asst. Manager - R&D - Material Science

Position Code : EX106

Position Location : Vadodara

Should be M.E. / M. Tech / Ph.D. in Material Science, Physics or Chemistry with minimum 5 years of work experience in area of polymer synthesis, nano materials, nano for energy and environment.

7) Assistant Manager - R&D - Renewable Energy

Position Code : EX107

Position Location : Vadodara

Should be M.E. / M. Tech / Ph.D. in Electrical Engineering (Energy) with minimum 5 years of work experience in the area of Renewable Energy

8) Engineer - Testing & Calibration

Position Code : EX108

Position Location : Mumbai

Should be B.E./B. Tech. in Electrical Engineering with minimum 2 years of work experience in the area of testing of transformer oil and calibration of electrical equipments.

9) Engineer - Testing, Evaluation and Diagnostics

Position Code : EX109

Position Location : Mumbai

Should be B.E. / B. Tech. in Electrical Engineering with minimum 2 years of work experience in the area of testing & evaluation of electrical equipments such as relay, transformer panels, energy meters and switchgear.

10)Sr. Engineer - Power Systems Study & Energy Audit

Position Code : EX110

Position Location : Mumbai

Should be B.E. / B. Tech. in Electrical Engineering and a certified energy auditor with minimum 4 years of work experience in the area of power systems and energy audit.

11)Engineer - Inspection & Marketing

Position Code : EX111

Position Location : Mumbai

Should be B.E. / B. Tech. in Electrical Engineering with minimum 2 years of work experience in the area of inspection of electrical equipment such as switchgears, transformers and cables. Should also have exposure of handling marketing activities.

12)Jr. Engineer - Calibration

Position Code : EX112

Position Location : Mumbai

Should have completed Diploma in Electrical Engineering with minimum 4 years of work experience in the area of calibration of electrical instrument, HV calibration and thermal calibration.

13)Middle Management Positions - Motors & Pumps / Lamps & Luminaries / Inspection

Position Code : EX113

Position Location : Vadodara

Should have completed B.E. / B. Tech. in Electrical Engineering with minimum 10 years of work experience in the area of testing of Motors & Pumps / Lamps & Luminaries / Quality Inspection of electrical instruments.

14)Quality Inspection

Position Code : EX114

Position Location : Vadodara

Should be M. Tech / Ph.D. in Electrical Engineering with minimum 15 years of work experience in the area of Quality, Inspection, of electrical instruments at site and should be willing to work on contract basis.

15)Energy Audit

Position Code : EX115

Position Location : Vadodara

Should be M. Tech / Ph.D. in Electrical Engineering with minimum 15 years of work experience in the area of Energy Audit of Power Systems and should be willing to work on contract basis.

16)Materials Manager

Position Code : EX116

Position Location : Vadodara

Should have completed P.G. Diploma in Materials Management with first class and minimum 8 years of work experience in the area of import & purchase of various materials and electrical equipment.

17)Engineer - R&D - Material Science

Position Code : FR101

Position Location : Vadodara

Should be M.E. / M. Tech / Ph.D in Material Science, Physics or Chemistry from a reputed university with first class with 0 to 2 years of experience in the area of polymer synthesis, nano materials, nano for energy and environment.

18) Engineer - R&D - Renewable Energy

Position Code : FR102

Position Location : Vadodara

Should be M.E. / M. Tech / Ph.D. in Electrical Engineering from a reputed university with first class with 0 to 2 years experience in the field of Renewable Energy such as Hydrogen Generation & Application, Wind & Solar Energy, Thermal or Photovoltaic.

19) Engineer - R&D - Software for Engineering Drawings and Design Simulation

Position Code : FR103

Position Location : Vadodara

Should be M.E. / M. Tech in Electrical Engineering from a reputed university with first class with 0 to 2 years experience of working with Engineering Software such as FEM, FEA, NISA, N-Soft, CFD and Design Simulation.

20) Diploma Trainee - Mechanical

Position Code : FR104

Position Location : Vadodara

Should have completed Diploma in Mechanical Engineering from a reputed university with first class.

21) Graduate Engineer Trainee

Position Code : FR105

Position Location : Mumbai / Sonapat

Should have completed B.E. / B. Tech in Electrical Engineering from a reputed university with first class.

22) Post Graduate Engineer Trainee

Position Code : FR106

Position Location : Vadodara

Should have completed M.E. / M. Tech in Electrical Engineering from a reputed university with first class.

23) Graduate Trainee - Metallurgy

Position Code : FR107

Position Location : Vadodara

Should be B.E. / B. Tech / M.E. / M. Tech in Metallurgy from a reputed university with first class.

24) Graduate Trainee - Ceramic
Position Code : FR108
Position Location : Vadodara

Should be B.E. / B. Tech / M.E. / M. Tech in Ceramic from a reputed university with first class.