



GUJARAT MINERAL DEVELOPMENT CORPORATION LTD.

AHMEDABAD

Advertisement for the post of Chief Security Officer

Application in the prescribed format is invited (as per **Annexure**) from willing and eligible professionals for engagement of Chief Security Officer for Gujarat Mineral Development Corporation Limited on full time contractual basis as per details given below:-

i.	Name of Post and: Number of vacancy		Chief Security Officer - 01
ii.	Period Contract	of :	The contract initially would be for a period of two year and may be further extended for a period of one year in stages subject to functional requirements, appraisal of the performance and medical fitness of the individual but the total period of contract shall not be more than five years.
iii.	Job assigned/Job: profile	:	The Chief Security Officer will report to The Managing Director, GMDC Ltd. <ul style="list-style-type: none"> • He should be retired Army/CISF officer. • He should be retired preferably at Lt. Col. or Colonel. • He should have sound knowledge of security management with at least 03 years' experience in Industrial Security will be essential. • Experience in liosning with Government Authority / police. • Knowledge of Computer Applications. • Experience in Computerized Security System.
iv.	Job Location	:	GMDC Corporate Office , Ahmedabad, Gujarat
v.	Eligibility Criteria	:	Retired Army/CISF officer with the last position preferably being Lt. Col. Or Colonel with at least 3 years experience in Industrial Security will be essential.
vi.	Remuneration	:	The monthly consolidated remuneration will be based on the previous/current remuneration. (Negotiable)

vii.	Allowance	:	Shall not be entitled to any allowance except transport facility.
viii.	Travelling Allowance	:	The travelling allowance on tour, if any, shall be as per the rules and norms of GMDC Ltd.
ix.	Terms of Contract	:	<p>The engagement will be strictly contractual and will not confer any right for regular appointment in the organization including any allowance except transport facility and travelling allowance.</p> <p>The contract can be terminated by either side at any time by giving one month's prior notice. The GMDC Ltd. can terminate the contract immediately by giving one month's remuneration in lieu of notice period.</p>
xii	How to Apply	:	<p>Interested Candidate may apply in the prescribed proforma (as per attached Annexure) along with self-attested copies of certificates of essential qualification and experience to the General Manager (PP&D), GMDC Ltd., "Khanij Bhavan", 132 Ft Ring Road, Near University Ground, Vastrapur, Ahmedabad 380052, clearly indicating the post applied for on the envelope within stipulated time period. Applications received incomplete or after due date will not be entertained.</p> <p>Last date for receipt of application is 30 days from the date of publication of the advertisement on GMDC website.</p>
xiii	Selection Procedure	:	<p>A Selection Committee will scrutinize the applications and short list the candidates based on merits. The short-listed candidates will be called for Interview (TA will be given as applicable to GMDC's employees) or be interviewed through Video Conferencing as decided by GMDC Ltd.</p> <p>The decision of the competent authority on selection of candidates will be final and no correspondence on this subject will be entertained.</p> <p>GMDC may cancel advertisement and decide not to proceed in the matter for engagement of advisor at any stage to accept or reject any or all applications without giving any explanation, whatsoever.</p>

Encl: As above

General Manager (PP&D)

Email: ppd@gmdcltd.com

Key Roles & Responsibilities

The key Roles and Responsibilities will be carried out by the Chief Security Officer shall include but not limited to the following:

1. Defining the strategy for overall security of GMDC and assuming responsibility for the company's physical security.
2. Providing executive leadership, overseeing the identification, assessment and prioritization of risk and directing all efforts regarding the organization's security.
3. Advising management on various aspects from time to time on matters related to security and issuing directions subsequently based on management decisions.
4. Identifying and driving opportunities for continuous improvement of GMDC's security system.

General Manager (PP&D)

ANNEXURE

PROFORMA

Post Applied For: Chief Security Officer

Recent
passport Size
Photo.

(with Cross
sign by
applicant.)

1.	Name	:	
2.	Mother's/ Father's/Husband's Name	:	
3.	Date of Birth	:	
4.	Address for Correspondence	:	
5.	Permanent Address	:	
6.	Contact Details: - Mobile/Tel. - E-mail ID	:	
7.	Educational/ Technical Qualification(s)	:	
8.	Professional Experience (in descending order)	:	

9. Computer proficiency and working through e-office/VC.

10. Additional Information, if any

- (i) [In support of suitability for the Post] and (ii) List of enclosed documents in support of furnished information.

Date:

Place:

(Signature of Applicant)

Name of Applicant