



**GUJARAT MINERAL DEVELOPMENT CORPORATION LTD. AHMEDABAD**

**Advertisement for the post of Sr. Process Engineer (Assistant Manager)**

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

1	Name of Post and Number of vacancy	<b>Sr. Process Engineer (Assistant Manager)</b> <b>03 nos. – position</b>
2	Period of Contract	The contract initially would be for a period of <b>two</b> 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.
3	Job assigned/Job profile	<ol style="list-style-type: none"> <li>1. <b>Process Design and Optimization:</b> Develop and optimize processes for the extraction and beneficiation of fluorspar ore. This includes designing the flowchart for crushing, grinding, flotation, and dewatering processes to maximize efficiency and product quality.</li> <li>2. <b>Equipment Selection:</b> Choose appropriate machinery and equipment for each stage of the process, ensuring they are capable of handling the specific properties of fluorspar ore.</li> <li>3. <b>Process Modeling:</b> Use computer-based modeling tools and simulations to predict and analyze process performance, making adjustments as necessary to achieve desired outcomes.</li> <li>4. <b>Quality Control:</b> Implement quality control measures to ensure the final product meets the required specifications and standards.</li> <li>5. <b>Material Handling:</b> Manage the handling of raw materials and intermediate products throughout the various processing stages to minimize losses and improve efficiency.</li> <li>6. <b>Environmental Compliance:</b> Ensure that the processing operations adhere to environmental regulations and minimize any negative impacts on the environment.</li> <li>7. <b>Safety:</b> Prioritize and enforce safety protocols and standards to protect workers and prevent accidents in the processing facility.</li> <li>8. <b>Cost Management:</b> Work to reduce operational costs by optimizing processes, minimizing waste, and improving energy efficiency.</li> <li>9. <b>Data Analysis:</b> Analyze data from various process variables and equipment to identify areas for improvement, troubleshoot issues, and increase overall efficiency.</li> <li>10. <b>Team Leadership:</b> Lead and mentor a team of engineers, technicians, and operators to ensure that the processes run smoothly and efficiently.</li> <li>11. <b>Project Management:</b> Coordinate with other departments, such as maintenance, procurement, and management, to ensure the successful execution of the fluorspar project.</li> <li>12. <b>Documentation and Reporting:</b> Maintain accurate records and produce reports on process performance, improvements, and recommendations for decision-makers.</li> <li>13. <b>Regulatory Compliance:</b> Stay up-to-date with industry standards and regulations to ensure that the processing facility complies with all relevant laws and requirements.</li> <li>14. <b>Continuous Improvement:</b> Identify opportunities for process improvement and implement changes to increase productivity and</li> </ol>



		<p>reduce operational costs.</p> <p>15. <b>Troubleshooting:</b> Address any issues that arise during the processing stages and work to find solutions promptly.</p> <p>16. <b>Research and Development:</b> Stay informed about new technologies and innovations in the field to propose and implement improvements in the processing techniques.</p> <p>17. <b>Collaboration:</b> Collaborate with geologists, metallurgists, and other professionals to better understand the ore characteristics and optimize the processing steps.</p> <p>18. <b>Reporting:</b> He will report to and be responsible to General Manager (Plant).</p>
4	Job Location	Fluorspar Project-Kadipani, Tal: Kawant, Dist: Chhota Udepur
5	Eligibility Criteria	Min 5 yr Relevant experience with B. Tech. Metallurgy/chemical/mineral processing with minimum 60% OR Min 8 year's relevant experience in Mineral processing plant with Minimum 60% in B. Sc. With knowledge of Crushing, Grinding, Froth flotation and Dewatering.
6	Remuneration	The monthly consolidated remuneration will be based on the previous/current remuneration. (Negotiable)
7	Allowance	Shall not be entitled to any allowance except transport facility.
8	Travelling Allowance	The travelling allowance on tour, if any, shall be as per the rules and norms of GMDC Ltd.
9	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>
10	How to Apply	<p>Interested Candidate may apply in the prescribed pro-forma (as per attached <b>Annexure</b>) along with updated resume and self-attested copies of certificates of essential qualification and experience to the General Manager (HR), 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 <b>29/11/2023</b>.</p>



11	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>Selection committee will decide the position of selected candidates based on the interview and current profile of candidates.</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 at any stage to accept or reject any or all applications without giving any explanation, whatsoever.</p>
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**General Manager (HR)**

**Contact us**

**Email: [persn@gmdcltd.com](mailto:persn@gmdcltd.com)**

CONFIDENTIAL

Date: \_\_\_\_\_



Recent  
Photograph

## EMPLOYMENT APPLICATION FORM

**POST APPLIED FOR:** \_\_\_\_\_

**First Name** : \_\_\_\_\_

**Middle Name** : \_\_\_\_\_ **Last Name** : \_\_\_\_\_

**Name** : \_\_\_\_\_

**Birth Date** : 

D	D	M	M	Y	Y	Y	Y
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**Gender:** \_\_\_\_\_

**Place of Birth** : \_\_\_\_\_ **Native Place:** \_\_\_\_\_

**Nationality** : \_\_\_\_\_ **Marital Status:** \_\_\_\_\_

**Category** :      
General SEBC SC ST

**Father/ Husband's Name:** \_\_\_\_\_

**Father/ Husband's Occupation:** \_\_\_\_\_

**Mother Tongue** : \_\_\_\_\_ **Blood Group:** \_\_\_\_\_

**PAN Number:** \_\_\_\_\_ **Adhar Number:** \_\_\_\_\_

**Passport Details** : \_\_\_\_\_

**Permanent Address:**

_____
_____
_____
_____
Pincode _____

**Current Address:**

_____
_____
_____
_____
Pincode _____

**Contact Number:** (M) \_\_\_\_\_ (R) \_\_\_\_\_ (O) \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Present Salary (P.M.):** \_\_\_\_\_ **Expected Salary (P.M.):** \_\_\_\_\_

**How soon can you join?** \_\_\_\_\_

**Have you been interviewed earlier by us? If yes, give particulars:**

\_\_\_\_\_

**Academic Record (Starting from SSC or equivalent), also submit attested certificate.**

Examination	Institute	Board/ University	Year of passing	%/ CGPA / Grade	Major Subjects

**Details of Effective date of obtaining statutory Certificate (For Statutory Post).**

**Have you undergone any other Training? If yes, give details.**

**Mention your research/ publication, if any.**

**Mention your membership of Association indicating your role.**

**Extra Curricular Activities:**

**Language Proficiency:**

Language	Speak	Read	Write

**Are you prepared to give binding to serve the corporation for a period of 3 Years?**

Yes

No

**Experience Chronology along with certificates:**

Organization	Designation	Period			Job Description
		From	To	Total	

**Why do you wish to change?**

**Has any of your relative is/was employee of G.M.D.C. Ltd.? If yes, give details.**

**Do you know anybody in G.M.D.C.? if yes, give details.**

**References (Other than your relative):**

Sr. No.	Name	Occupation	Address & Contact No.

**Any other ability/ Information in support of your application**

I declare that all the details given in this form are correct and complete to the best of my knowledge and understanding and hereby agree that any misrepresentation therein may cause rejection of my application or termination of my service without notice or compensation thereafter.

I confess that I am not involved in any Criminal matter Or Police inquiry.

I agree that my employment will be subject to transfer to any project by the Corporation.

Date: \_\_\_\_\_

Place: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Applicant)