



**CENTRAL WAREHOUSING CORPORATION**  
**(A GOVT. OF INDIA UNDERTAKING)**



4/1, Siri Institutional Area, August Kranti Marg,  
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Central Warehousing Corporation, a Schedule-A Mini Ratna, Category-I CPSU under the Administrative control of Ministry of Consumer Affairs, Food & Public Distribution providing scientific storage facilities for agricultural inputs, produce and other notified commodities besides providing logistics infrastructure like CFSs/ICDs, Land Custom Stations, Air Cargo Complexes etc. for import- export cargo requires to fill the following posts by **deputation for a period of 03 years**. The necessary exemption from the rule of immediate absorption has already been communicated by the Administrative Ministry vide letter No. 9-39/2015-SG dated 18.11.2015 and DPE vide OM No. 23(6)/2006-GM dated 10.11.2015.

S. No.	Post Name	Pay Scale
1.	General Manager (G) – 02 Posts	43200-66000 (IDA)
2.	Dy. General Manager (G) – 02 Posts	32900-58000 (IDA)
3.	Dy. General Manager (Tech) – 01 Post	32900-58000 (IDA)

**JOB DESCRIPTION:**

**JOB DESCRIPTION FOR THE POST OF GENERAL MANAGER (GEN)/  
DY. GENERAL MANAGER (GEN)**

1. To be overall Incharge of Division(s) in the Corporate Office of the Corporation such as Personnel, Commercial, Inspection, Purchase, Publicity, Project etc. The Head of the Division shall report and provide executive assistance to the Functional Directors/Managing Director and also to represent on behalf of Managing Director/Functional Directors in various meetings/forums.
2. To maintain liaison with various Ministries/Departments of the Govt. of India, State Govt., Public Sector Undertakings, Cooperatives, other Institutions, bulk depositors etc.

3. To formulate business policy, render advice/guidance for development (including requirements of trade and industry as per emerging trends), expansion and diversification of the business i.e. warehousing, containerization/Logistics, CFS/ICDs, rail side warehousing, ICPs/PFT etc. To review procedures related to operations, fixation of storage charges, tendering process, supervision charges etc. To discharge various administrative/financial powers including defending court cases on behalf of the Corporation and signing of Vakalat Nama etc as delegated from time to time.
4. To work as Regional Manager in the Regional Offices of the Corporation, primarily responsible for commercial and general administration of the region and of all the Central Warehouses/CFSs/ICDs/ICPs etc within the region. As Regional Manager to ensure that the Warehouses/CFSs/ICDs/ICPs, PCS functions in a viable & profitable manner and to develop the business of the region. He/she has to ensure implementation of policy directives and other functional requirements such as quality control, general administration etc. He/she has to maintain liaison with various State Govt. at appropriate level and with the bulk depositors and other stake holders and to maintain good public relations.
5. To maintain cordial industrial relations
6. Any other work as assigned from time to time.

**JOB DESCRIPTION FOR THE POST OF Dy. GENERAL MANAGER (TECH)**

1. To formulate and maintain quality control objectives, procedures and standards and advise the Regional Offices and Warehouse Managers in respect of quality control methods and requirement relating to agricultural and industrial commodities in storage.
2. To advise and arrange training for quality control staff as well as staff in other fields related to warehousing.
3. To plan and assess the requirements of technical equipment/material for scientific storage/warehousing, laying down their specifications for purchase, arrangement for pre-inspection and inter-regional movement of the same and evolve grade standards for different commodities for assessing commercial quality and storability of the produce and laying down procedures for sampling, analysis and grading.
4. To liaise with the Research Institutions like IGMRI, CFTRI, BIS, IARI and various Agricultural Universities, Commodity Boards and to keep abreast of the latest skills of scientific storage and preservation.

5. To work in Technical Division/PCS Division/other Division reporting to General Manager (Tech)/Functional Directors/Managing Director. He/she may also be required to work as Regional Manager/Incharge of Technical Division/PCS Division of the region, if required. As a Regional Manager, he/she will be primarily responsible for supervision and control of all the Central Warehouses/CFSs/ICDs/ICPs etc within the region. As Regional Manager he/she has to ensure that the Warehouses/CFSs/ICDs /ICPs functions in a profitable way/manner and to develop the business of the region. As technical head, he/she will have to shoulder all the jobs & responsibilities of Technical/PCS Division.
6. To maintain cordial industrial relations
7. Any other work as assigned from time to time.

**ELIGIBILITY:**

1. General Manager (Genl) – Officers from all India Services or Central Services Class-I or Central Secretariat Service Class-I in the pay scale of Rs. 12000-375-16500 (Revised 15600-39100 with Grade Pay 7600)/32900-58000 (IDA) with 04 years experience in the relevant field. Officers of Public Institutions at Senior Management Level with 04 years of experience in the relevant field may also be considered for appointment alongwith other candidates.
2. Dy. General Manager (Genl) – Officers from Central Govt. in the pay scale of 10000-325-15200 (CDA) (Revised 15600-39100 + GP 6600) with 03 years regular service OR Officers from Public Institution/Commercial Organization at middle management Level in the pay scale of Rs. 13000-350-18250 (IDA) (Revised 24900-50500) with 3 years regular service.
3. Dy. General Manager (Tech) - Officers from Central Govt. in the pay scale of 10000-325-15200 (CDA) (Revised 15600-39100 + GP 6600) with 03 years regular service OR Officers from Public Institution/Commercial Organization at middle management Level in the pay scale of Rs. 13000-350-18250 (IDA) (Revised 24900-50500) with 3 years regular service.

**Age Limit:** For the above mentioned posts, the candidate should have atleast 4 years of service for superannuation as on the last/closing date of receipt of application.

Officers, who fulfill the above conditions may send their bio-data in the prescribed format (copy enclosed) through proper channel addressed to the General Manager(Pers), Central Warehousing Corporation, Corporate Office, 4/1, Siri Institutional Area, August Kranti Marg, Hauz Khas, New Delhi-110016 enclosing therewith the photocopy of ACRs of last 05 years and latest vigilance status on or before **08.02.2016**.

**APPLICATION FOR THE POST OF \_\_\_\_\_ ON DEPUTATION  
IN CWC**

Affix your  
recent  
passport size  
photograph

1.	Name of Applicant	:		
2.	Father's/Husband's Name	:		
3.	Date of Birth (DD/MM/YYYY)	:		
4.	Age as on 08.02.2016 (supporting Documents to be enclosed)	:	Years	Month
5.	Gender	:	Male	Female
6.	Whether Physically Handicapped(Y/N)  If yes, nature of Disability and its Degree. Supporting documents to be attached.	:		
7.	Mailing Address  (With Pin Code)	:		
8.	Permanent Address (with pin code)	:		

9.	Email ID & Contact No.	:					
10.	Educational Qualifications (Start from 10 <sup>th</sup> onwards, supporting documents to be attached)						
	1	Academic Qualification	Name of Board/ University	Year of Passing	Subject (s)	%age of marks obtained	Class/ Division
11.	Experience: (Attach proof)						
	Organization	Post held/ Designation	Adhoc or Regular	Period	Pay scale & current Basic Pay + DA	Perks if any	Nature of duties

**(It is mandatory to provide all the informations required in the application form)**

Declaration :

Certified that the information furnished above are true and correct to the best of my knowledge and belief and in case the same is found false or incorrect my candidature/appointment may be cancelled/terminated at any point of time.

Date -----

Place -----

**Signature of the candidate**

**\* The ACRs of last five years and vigilance status is to be attached while forwarding the application by the department.**