



MAHARASHTRA INDUSTRIAL TOWNSHIP LIMITED

(A Govt. Undertaking)

Regd. Office – 'Udyog Sarathi' DMIC Cell, MIDC Office, Mahakali Caves Road, Andheri (E), Mumbai – 400 093 Tel. No. 022- 26879956,
Website :www.auric.city CIN: U74999MH2014SGC260132

Walk in Interview

Advertisement No. MITL/2025/for multiple posts / dtd 26.03.2025

Maharashtra Industrial Township Limited (MITL) has scheduled walk in interview for the contractual appointment for 11 months only in the multiple posts on 09.04.2025 between 10.30 a.m. to 3.00 p.m.

1. Dy. General Manager Electrical (Testing & Inspections) at Chhatrapati Sambhaji Nagar.
2. Manager Electrical (Customer Care) at Chhatrapati Sambhaji Nagar.
3. Manager (H R) at Mumbai.
4. Dy. General Manager (Land) at Mumbai.
5. Manager (Land) at Mumbai.

A detailed advertisement regarding qualification, application process and venue for interview is displayed on the website : www.auric.city of the MITL. Candidates have to follow the necessary steps and send filled application by email on or before 07.04.2025 before 2:00 p.m. at **career@auric.city**, as described in detailed advertisement posted in News and Events section of MITL website.

Note : (Registration for Walk-in-interview scheduled on 09.04.2025 for appointment on a contract basis for 11 months will be held between 10.30 a.m. to 12.00 noon for the eligible candidates who have applied as per advertisement.)

Sd/-
Managing Director, MITL.



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MAHARASHTRA INDUSTRIAL TOWNSHIP LIMITED

(formerly known as Aurangabad Industrial Township Limited)

(A Government Undertaking)

Advertisement No. MITL/2025/ for 5 posts / dtd. 26.03.2025.

Walk-in-Interview for Contractual appointment is scheduled of following posts in Maharashtra Industrial Township Limited (i.e. MITL). Remuneration for all posts will be negotiable.

Sr. No	Name of Post	Place of Post	No. of Posts & Category	Qualification / Experience
1	Dy General Manager-Electrical (Testing & Inspection)	Chhatrapati Sambhaji Nagar (site)	1 (One) – Contractual employment for a period of 11 months.	<p>a) Degree / diploma in Electrical / Power /Electronics & Power Engineering/Technology from a recognized Indian university.</p> <p>b) Post qualification experience of minimum 12 years in the field of power distribution/ transmission sector out of which at least 5 years' experience in capacity of divisional Executive Engineer/ Superintending Engineer.</p> <p>c) Must possess adequate experience in power distribution/ transmission utility in construction, operation & Maintenance (including trouble shooting), commissioning of EHV/HT lines and substation and inspection and testing of associated electrical equipment.</p> <p>d) Minimum experience of years of testing & inspection, in the capacity of Dy Executive Engineer or above in any power distribution/ transmission utility.</p>

				<p>e) Experience in Government / Semi Government sector/PSU will be preferred.</p> <p>f) Salary Negotiable.</p>
2.	Manager – Electrical (Customer Care)	Chhatrapati Sambhaji Nagar (site)	1 (One) – Contractual employment for a period of 11 months.	<p>1.Education: 1.Degree in Electrical/ Power/ Electronic & Power Engineering/ Technology from a recognized Indian university.</p> <p>2.Post qualification experience of minimum 10 years in the field of power distribution sector.</p> <p>3. Should have adequate experience in following fields of power distribution business. a) Operation & Maintenance of HT/ LT electrical underground network. b) Metering Billing & Collection of HT/LT Consumers. c)Experience of handling minimum 500 – 1000 HT/LT consumers in any power distribution utility/ SEZ.</p> <p>3. Good Communication skills in English, Hindi & Marathi</p> <p>4. Salary Negotiable.</p>
3.	Manager (HR)	Mumbai – HQ	1 (One) – Contractual employment for a period of 11 months.	<p>1.Education: PGDM or MBA in HR equivalent.</p> <p>2. Experience: 10 Years</p> <p>Good communication skills in English, Hindi & Marathi.</p> <p>3. Salary Negotiable.</p>
4	DGM (Land)	Mumbai- HQ	1 (One) – Contractual employment for a period of 11 months.	<p>1.Retired from Government services.</p> <p>2. Experience: 10 years of experience in Government Service Revenue Department in the Cadre of Tahsildar or above.</p>

				3. Salary: As per Government Rules.
5.	Manager (Land)	Mumbai- HQ	1 (One) – Contractual employment for a period of 11 months.	1.Education : LLB+ Diploma specialization in land Laws. 2. Experience of 10 years. 3. Salary Negotiable.

Important Instructions for candidates :

- a. The above referred appointments are purely contractual appointments. The Walk-in-interview for Contractual appointment is scheduled on **09.04.2025** at “Conference Hall, DMIC Cell, 1st Floor, MIDC Office, Mahakali Caves Road, Andheri (East), Mumbai – 400 093 between 10:30 to 3:00 p.m. Physical appearance of the candidate is required.
- b. Candidate has to fill up the application form uploaded on the website of the AURIC www.auric.city and submit as per the advertisement.
- c. Registration of Applicants for walk-in-interview for Contractual appointment
 - a. The person intending to apply for the post has to send their dully filled application forms on or before **07.04.2025 before 02:00 p.m.** at **career@auric.city**.
 - b. The candidates who have applied for the post shall **walk in for the interview on 09.04.2025 on between 10:30 am to 12:00 noon**, thereafter, candidates walking in will not be allowed to register their name for walk-in-interview.
- d. For detailed advertisement applicant have to visit News and Events section of the website. The incomplete application and application on plain paper will not be considered for interview.
- e. Applicants are requested to attach following self-attested documents along with application: a) Application in prescribed format, b) latest resume by attaching copies of Aadhar, Pan Card, age proof, c) School Leaving Certificate or S.S.C Certificate. d) Certificates of Educational Qualification as mentioned in the application. e) Certificate of Experience as mentioned in the application f) Small family declaration in the given format. g) Last payslip for one month not older than three months from the date of application.
- f. Applicant has to affix recent passport size photograph on application and sign across the photo.
- g. All required qualification must be full time courses from the Government recognised university.
- h. After scrutiny of applications only short listed candidates who are eligible, will be called for interview.
- i. The Selection Committee will conduct the screening test and / or interview of short listed eligible candidates.
- j. Candidate must produce original documents during interview.

- k.** If the candidates once appeared for the interview, fail to produce the original documents for verification or are found to have made false, incorrect, excessive, misleading claims in their application, on the basis of which they were called for the interview, they shall be liable to be debarred from appearing for interview or applying for any vacancy published by the MITL.
 - l.** Preference will be given to those with higher qualification and experience.
 - m.** Additional educational qualification and experience will be considered till the last date of submission of application.
 - n.** The selection committee reserves all the right to modify or change all the above mentioned criteria without any prior information.
 - o.** Management reserves the right to call or not to call any / all of the candidates who have responded against this advertisement or to cancel/postpone the entire process itself at any stage due to various administrative reasons.
 - p.** Name of selected candidate will be displayed on the website of the MITL.
 - q.** The Applicant should be physically and mentally fit for the job and competent to work.
 - r.** MITL has full rights to terminate his / her appointment without giving any prior notice, if he / she is not performing as per the professional standards.
 - s.** The decision of Managing Director regarding hiring of candidate amongst the selected candidates will be final.
 - t.** Selected candidates during the period of his/her employment will be required to serve at any location/office of MITL as directed by the management.
 - u.** No T.A. / D.A. will be paid to candidate attending interview.
 - v.** Undue pressure on the selection Committee will be treated as malpractice and will be treated as disqualification for the post.
 - w.** Pay and allowances as shown in the advertisement are subject to changes as per HR Policy which will be adopted by MITL from time to time. Candidate will not have any claim on changed Policy whatsoever.
 - x.** The Candidate cannot claim any benefits of whatsoever nature in relation with the permanency of job/ benefits given to the permanent employees of the Company.
 - y.** Selected Candidate should indemnify himself as required by the management.
 - z.** Candidate should have knowledge of Hindi, English and Marathi Language.
 - aa.** Candidate having criminal background will not be held eligible for the post.
 - bb.** Provisions of General Conduct will be applicable to the candidate as per the provisions of HR Policy made applicable.
 - cc.** Details of Roles and responsibilities of the aforementioned posts are given below at the end of the advertisement.
 - dd.** Candidates are advised to visit News and Events section of website www.auric.city for regular updates & keep their e-mail ID active for future correspondence.
 - ee.** The management reserves the right to relax any of the conditions relating to experience.
 - ff.** The Management is not bound to conduct the interview online. Physically Presence of the candidate is required at the time of interview.
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Maharashtra Industrial Township Limited. Maharashtra Mumbai

APPLICATION FORM (for contractual appointment)

(All fields in the forms are mandatory to be filled. An incomplete form submitted will be treated as rejected.)

Attach
photograph and
sign across the
photo

Exact Name of Position applied for:				
Name:				
Father's / Husband's Name:				
Date of Birth (DD/MM/YYYY):		Blood Group:	Gender:	
Marital Status	Existing MITL (Yes/No)	Nationality:	Religion: _____ Category: _____	Applying for which category

Address / Contact Details: (Name of the District and Pin code is compulsory)

Address (Present): State: Pin: Contact No:	Address (Permanent): (Write Same if same as Present Address) State: Pin: Contact No:
E-mail Id for Correspondence:	Alternate E-mail Id for Correspondence (If any):

Languages Known: (Write "Y" / "N")	English	Hindi	Marathi	Others (Please Specify below)

Academic / Professional Education Summary: (Starting from most recent)

Educational Qualification (Degree / Diploma)	From (DD/MM/YY)	To (DD/MM/YY)	Full time /Part time	University/ Institute	Specialization / Subjects	Final Year Percentage /C.G.P.A out of Total Marks

Work / Experience Summary: (Starting from current / most recent)

Sr. No.	From (DD/MM/YY)	To (DD/MM/YY)	Organization	Type of organization (Govt. /Semi Govt. Private/NGO)	Designation	Responsibilities (Min. 30 and Max. 50 Words)

Total Experience (In Years & Months):					Relevant Experience to the post applied (In Years & Months):	
					Notice Period/Joining Time (Days):	

Declaration:

I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found untrue/false/incorrect or I do not satisfy the eligibility criteria my candidature will be cancelled, without assigning any reason thereof. I have read the content of the advertisement and agree to abide by the rules, regulations and procedures for appointment to the post applied for.

Place:

Signature

Date :

(Name of the Applicant)

Disclaimer:

The applicants are required to submit the duly filled application on or before the due date and time, failing which the application of the said applicant shall be treated as non-responsive. MITL shall not be responsible for late receipt or non-receipt of application/s for any technical reason or whatsoever. The applications received after due date and time shall not be considered.

DECLARATION FOR SMALL FAMILY

Shri/Smt./Kum_____

son/daughter/wife of Shri

aged_____years, resident of_____

District_____City_____

do hereby declare as follows:

1) That I have filled my application for

the post of _____

2) I have (Number) living children as on today. _____

Out of which No. of children born after 28 March - 2005 is

Date of Birth of children who born after 28 March – 2005

3) I am aware that, if any total No. of living children are more than two due to the children born after 28 March - 2006, I am liable to be disqualified for the same post.

Place

Date

(Signature)

1. Key Responsibilities and Competencies for the post Dy General Manager- Electrical (Testing & Inspection), at Chhatrapati Sambhaji Nagar in the MITL on contract basis:

- Routine Testing of metering equipment's of existing and new consumers as per the schedule prescribed by MERC.
- Laboratory/Site testing and calibration of all Meters and associated equipment's (Consumer, Feeder, DT, Re power, etc) like CTs and PTs.
- Annual testing (or whenever required) and troubleshooting of Substation Transformers, ckt breakers, relays, meters, AMR, Battery, Power Panels, Capacitors, etc.
- 100% testing and RST of Meters, RST of Transformers and other major materials, Collection of Meters, seals, testing equipment procured by the company.
- RST of meters, 3ph LT & HT meter testing, NABL lab audit, maintenance, accreditation related works.
- Site visits and inspection of materials procured by MITL whenever required.
- Maintenance of all records & registers of Lab work, Meter Movement, Faulty Meter records.
- Annual inventory of office equipment's & lab equipment's, Various reports energy audit, Material Inspection of infra project, GTP & Drawing, Preparation of monthly progress report.
- Work orders/AMC for repair of ZERA testing equipment and any other testing equipment.
- Ensure AMR for all meters.
- MRI data analysis for assessments of suspected meters.
- Testing of LT CTs and CT meter and meters under complaint.
- Keeping record of all office information as and when required by higher authorities like AMR, Capacitor, Consumers point of supply, enhancement, reduction and solar connectivity issues.
- Fixing of point of supply for HT consumers, Metering arrangement for generators, Solar roof top metering, CT, PT meters, replacement / installation testing in r/o HT consumers, HT Kiosk, CT, PT inspection and testing works at factory site, Project/MMC material testing/inspection at factory site.
- HT Consumer and Feeder AMR installation, troubleshooting monitoring.
- Any other work assigned by the higher authority.

2. Key Responsibilities and Competencies for the post Manager- Electrical (Customer Care), at Chhatrapati Sambhaji Nagar in the MITL on contract basis :

- Assisting consumers for various services provided by the company.
- Resolving any grievances regarding new service connections, billing, power supply interruptions, etc.
- Maintenance of all records & registers, at GM-Elect(Projects) Office, in case of consumers, Substations, HT Feeders, Distribution transformers, RMUs, Meters and other major materials.
- Keeping record of all office information as and when required by higher authorities like AMR, Capacitor, Consumers point of supply, enhancement, reduction, net metering and Open Access connectivity.

Assist GM-Electrical (Projects) in following activities,

- Monitoring and Coordinating the working of End to end Service Provider in SBIA on execution of various tasks under its order.
- Ensuring timely repairs and maintenance of substations and electrical network within jurisdiction of SBIA.
- Ensuring timely Metering, Meter Reading and Billing and Recovery of bills and other legitimate dues from consumers in SBIA.
- Timely release of new HT/LT connections, ensuring their correct tariff and billing (New Connection Management).
- Ensuring timely redressal of grievances (Power Supply, Billing, etc related) of consumers in SBIA, Management of CGRF at SBIA.
- Coordination with testing team and resolving various issues related with testing and inspection.
- Ensuring correct and timely energy audit at various levels and submit MIS reports to HQ.
- Replies to LAQ, LCQ, cut motion, Lakshvedhi, Aswasan purti, etc.
- ATR for various Government portal like MAITRY, Aaple Sarkar, Samiksha, etc.
- Attending monthly Lokshai Din and ATR on issues of Lokshai Din.
- Planning, Preparation and Execution of Capex in SBIA as per the need.
- Processing of bills of various agencies working in SBIA for running Power Distribution Business.
- Coordination with MSEDCL, MSETCL, SLDC, Local Industrial Association, etc for various activities related to Power Distribution Business.
- Inventory management and planning material procurement at, HQ, required for New connections and day to day maintenance work.
- Co-ordination with District Level Govt. agencies attending meetings.
- Co-ordination with HQ, Mumbai & attending HQ meetings.
- Any other jobs assigned by the superiors.

3. Key Responsibilities and Competencies for the post Manager (HR) Mumbai in the MITL on contract basis :

- Recruitment Plan: Preparing recruitment plan for the Human resources required in an year and performing necessary activities towards their recruitment.
- Training: Timely collection of training needs from departments and scheduling training.
- Leave/Attendance/Salary: Validation of leaves & attendance record of the employee.
- Remuneration/ Appraisal/ Reimbursement: Preparation and disbursement benefits as per HR policy and rules.
- Communications:

- a. Communication with internal MITL employees pertaining to any direction received from Management.
- b. Communication with external agencies for recruitment related, stationary requirements etc.
- Work Distribution:
 - a. Setting performance management system for employees with inputs given by departments.
 - b. Monthly work assessment compliance schedule of KRA, Disciplinary action.
 - c. Any other activity in the larger interest of MITL assigned by the Management.

4. Key Responsibilities and Competencies for the post DGM (Land) Mumbai in the MITL on contract basis

- 10 years of experience in Government Service.
- Manage and maintain land records and documentation.
- Land Allotment related work like issuance of advertisement, Conducting LAC meetings, Preparation of minutes, processing land applications in elms system.
- Processing applications for Consent to Mortgage.
- Handling Project Affected Persons applications / related activities like processing files, preparation of Offer letters, Allotment letters etc.

5. Key Responsibilities and Competencies for the post Manager (Land) Mumbai in the MITL on contract basis

- 10 years of experience in handling Land related Matters.
- Handled role involves land regulatory compliance, any other land related function.
- Conduct due diligence on land titles clearances, and any legal constraints.
- Manage and maintain land records and documentation.
- Land Allotment related work like issuance of advertisement, Conducting LAC meetings, Preparation of minutes, processing land applications in elms system.
- Processing applications for Consent to Mortgage.
- Handling Project Affected Persons applications / related activities like processing files, preparation of Offer letters, Allotment letters etc.
