



PARALA MAHARAJA ENGINEERING COLLEGE

(An Autonomous college affiliated to Biju Patnaik University of Technology, Odisha, Rourkela)

SITALAPALLI, BERHAMPUR, DIST.:-GANJAM, PIN – 761003

No. PMEC/Estt./ 2483

Date:- 18 / 12 / 2025

Walk-in-Interview for Engagement of Placement Officer, System Manager, Assistant Librarian and Technician Through Outsource Basis

The Walk-in-Interview for engagement of Placement Officer, System Manager, Assistant Librarian and Technician through Outsource basis will be held **16.01.2026** at **11.00 AM**.

QUALIFICATION, EXPERIENCE & REMUNERATION

1. For Placement Officer:-

- (a) Qualification:- B.Tech with MBA (HR) having 60% of marks
- (b) Experience:- Minimum 05 (five) years in relevant area
- (c) Remuneration:- Rs.35,000/- per month (consolidated)

2. For System Manager:-

- (a) Qualification:- B.Tech with MCA having 60% of marks
- (b) Experience:- Minimum 05 (five) years in relevant area
- (c) Remuneration:- Rs.35,000/- per month (consolidated)

3. For Assistant Librarian:-

- (a) Qualification:- Master Degree in Library Science / Information Science / Documentation Science having 60% marks with knowledge of computerization of library
- (b) Experience:- Minimum 05 (five) years in relevant area
- (c) Remuneration:- Rs.35,000/- per month (consolidated)

4. For Technician:-

- (a) Qualification:- M.Sc (Phy / Chem) or M.Tech (MME / Chemical / Mechanical / Ceramic) having 60% marks
- (b) Experience:- At least five (05) years of hands-on experience in analytical techniques, including sample preparation of SEM and XRD, data acquisition and data analysis using relevant software for material characterization. Proven expertise in the operation, calibration and routine maintenance of SEM and XRD in any technical institution, R&D laboratory or industrial laboratory. Demonstrated strong troubleshooting abilities to diagnose equipment issues and optimize analytical processes.
- (c) Remuneration:- Rs.35,000/- per month (consolidated)

(P.T.O)

OTHER TERMS & CONDITIONS

1. Engagement of persons is purely temporary and can be terminated within a notice of **one month**.
2. The reporting time for the Walk-in-Interview is **half an hour before commencement** of Walk-in-Interview on the above mentioned date at the college campus situated at Sitalapalli, Berhampur.
3. The candidates intending to attend the Walk-in-Interview on the above date are required to bring the following documents along with prescribed application form (annexed in Annexure-I given below) duly filled-in & signed by the candidate.
 - a) Original certificates and mark sheets of all examinations passed along with one set of photocopies with experience certificate, if any.
 - b) One pass-port size coloured photographs duly signed.
 - c) Non-refundable Bank Draft / Demand Draft for **Rs.500/- (Rupees Five hundred)** only in favour of **Principal, Parala Maharaja Engineering College** payable at **Berhampur** from any Nationalized Bank towards Interview fee.
4. **Selection Procedure:-** The candidates shall be selected through a two-stage selection process. The state-I will be a written examination comprising 80 marks {40 Multiple Choice Question (MCQ) set from relevant area} of 1 hour duration and the stage II will be a viva voce of 20 marks. The qualifying mark will be 50 marks out of hundred.
5. **No TA / DA will be paid to the candidates for attending the Walk-in-Interview.**
6. The undersigned reserves the right to cancel the Walk-in-Interview without assigning any reason thereof.

Sd/-
Principal
PMEC, Berhampur

PARALA MAHARAJA ENGINEERING COLLEGE, BERHAMPUR

APPLICATION FORM FOR

(Advt.No. _____ / dated _____)

Draft No. _____ Date _____ Amount Rs.500/-

1. Name in Full :
(in block letters) (as indicated in secondary school certificate)
2. Date of Birth :
(DD/MM/YY)
3. Nationality :
4. Category (General/ SC/ST) :
5. Sex (Male/ Female) :
6. Marital Status :
(Married /Unmarried)
7. Father's Name/ Husband's Name :
8. Address for Correspondence :

9. Permanent Address :

10. Academic Qualifications :
(from HSC onwards)

| Sl No | Exam passed | University/ Board/ Institution | Month/ Year of passing | Subjects | Specialization | % of Marks/ CGPA* | Division | Rank/ Position |
|-------|----------------------|--------------------------------------|---------------------------------|-------------------------------|----------------|-------------------------|----------|-------------------|
| | | | | In which degree awarded | If any | | | |
| 1 | HSC | | | | | | | |
| 2 | Diploma / + 2 Sc. | | | | | | | |
| 3 | B.Tech/BE/ B.Sc | | | | | | | |
| 4 | Master Degree | | | | | | | |
| 5 | Any other, if any | | | | | | | |

* Please specify the percentage of marks up to two decimal place

* In case of CGPA / CPI, please give marks in percentage along with the conversion formula

11. Work Experience, if any (Details attach in a separate sheet):

- (i) Discipline :
- (ii) Field of Specialization :
- (iii) Length of Experience :

12. Minimum joining time require (if selected):

13. Any other information in support of your candidature:

14. Name of the two referees:

Address/ Tel/ Email

DECLARATION

I declare that the foregoing information is correct to the best of my knowledge and belief and nothing has been concealed / distorted. If any time, I am found to have concealed / distorted any material information, my appointment shall be liable to termination without notice. I will, if and when required, take up duty in the discharge of Government assignment anywhere in India.

Place:

Date:

Signature of Candidate