



ICAR- Directorate of Foot and Mouth Disease

खुरपका मुँहपका रोग निदेशालय

(Indian Council of Agricultural Research)

(भारतीय कृषि अनुसंधान परिषद्)

Mukteshwar- 263138, Uttarakhand, मुक्तेश्वर-263138, उत्तराखण्ड

दूरभाष सं (Tel.No.): 05942-286004, 286595, फैक्स (fax): 05942.286307

ई-मेल (E-mail): pattnaikb@gmail.com, director@pdfmd.ernet.in

www.pdfmd.ernet.in



File No.3-23/Consultant-Bio-Engineering/ICFMD/2017-18/

Dated 23.09.2017

ADVERTISEMENT FOR CONSULTANT

Application are invited from the eligible candidates for consultant in the International Center for FMD (ICFMD), Argul (Near IIT Campus), Jatni, Khurda, Odisha, Pin-752050 as per details given below:

Sl. No.	Category	Qualification & Experience	No. of Position	Consolidate Emoluments as per month
1.	Consultant for Bio-Engineering	Recently retired officer/Scheduled to retire during 2017-18 for Government of India/PSUs and Indian Council of Agricultural Research (ICAR)	One	As per Rule

Age: Not above 65 years on 01.09.2017

Mode: Purely on Contract Basis

Last date of submission application: 30.10.2017

Note:

1. The eligible candidate are requested to bring his/her full bio-data affixed recent passport-size photograph along with photo copies of testimonials/experience etc. may be sent at the **Directorate of Foot and Mouth Disease, IVRI, Campus, Mukteswar, Pin-Code- 263138, Nainital, (Uttarakhand).**

Administrative Officer

JOB DESCRIPTION

Job Title:	Bio Engineering Consultant
Reports To:	DFMD

Job overview

To control, monitor and administer the Engineering, Operations, Preventive & Break down Maintenance for the plant and machinery, provide input, support and advice to the other departments involved with the objective of making the facility operational in the shortest possible time and move from the Project mode to the Operations mode. Ensure uninterrupted working of Bio-containment facility through an in-house or outsourced team of professionals.

Main Duties

Operations & Maintenance of the following :

- **BSI2 and BSL3 Laboratories**
 - **Room Parameters**
- **Mechanical Service**
 - Chillers and Cooling Tower
 - Pumps and Pressurization Units
 - Chilled water Pipeline including valves
 - Air Handling Units (AHUs), HRUs etc.
 - Ducting System including accessories such as Heaters, dampers, etc.,
 - Air compressors with Driers and accessories

- Exhaust systems/BIBOs
- Showers
- Steam Generation System and Distribution
- Hot Water systems for HVAC and Showers.
- UPS systems
- Water Treatment system, Soft water, RO/Purified Water

- **Electrical Services**

- HT/LT installations including 4 Pole structure, Sub-station etc.
- Electrical Systems with associated MCC Panels for all service equipment and Process Equipment including lighting system and Earthing system.

- **Building Management System (BMS)**

- BMS in Control Room with related accessories
- Fire alarm/Detection System
- CCTV, ACS, PAS, etc.,

- **EDS/ETP:**

Operations & Maintenance of EDS/ effluent treatment plants as per the CPCB and Biosafety guidelines.

- **General/Others:**

- To coordinate in preparation of monthly reporting on financial status to enable the management to address operational issues
- To coordinate in preparation of monthly cost/profit forecast for presentation to the management
- Report on relevant contractual and financial matters encountered on the operational and maintenance
- Assist in the preparation of the maintenance monthly Reports and the Post Liability with the three month look-ahead.
- To supervise and develop subordinates on procedures and company policies in order to produce detailed protocols for operation & Maintenance.
- Advise on the appointment of site staff for the operations and maintenance including operators, engineers with responsibility for the activities of the same
- Provide active supervision and technical support
- To administer contractual and commercial deliverables and report the same in order to advise management of exposures

- Advising/Coordinating in finalization of the terms and conditions of the engineering contract (s) , including the contract price, performance bond, advance payments etc.
- To implement and monitor procedures for all technical matters in order to ensure compliance to ICAR's policies and procedures
- To ensure the compilation of lessons learnt and supervise their regular update.
- Advise on Preparation of Operations/ maintenance budget
- Advise on Preparation of cash flow forecast including monitoring and updating as necessary.
- Oversee the purchasing of all permanent and temporary materials required for maintenance to ensure the most effective materials are purchased and that they are within budget
- To liaise with other members of the operations/ maintenance team (in order to identify exposure, changes in cost and value and possible delays.
- Liaise with staff and team and review information to locate and thereafter evaluate the cost and value of all variations and likely future variations
- To accomplish other Ad hoc duties as determined by management.

Main Stakeholders:

Internal	External
<ul style="list-style-type: none"> • Internal operation/maintenance Team • All Department Heads 	<ul style="list-style-type: none"> • Subcontractors • Consultants • Third Parties

Qualifications, Experience and Competencies (skills):

Minimum Qualification	Minimum Years of Experience
<ul style="list-style-type: none"> • A graduate/ Post graduate in Electrical or Mechanical engineering with relevant experience in project, O&M of BSL 2, BSL3 & Bio pharma facilities 	<ul style="list-style-type: none"> • 25 years' experience

Experience:

- Construction industry experience. In BSL facilities
- Experience in Preventive & Breakdown Maintenance
- Commercial management experience.

Those who do not have the experience of project execution(in BSL3 and above) , Running & Maintenance of Bio-containment facility, need not apply.

Competencies (Skills)	
Behavioural Skills	Technical Skills
<ul style="list-style-type: none">• Interpersonal• Strategic Thinking• Leadership• Excellent communication• Good internal and external networking• Highly structured, systematic and organised• Focus and details oriented• Problem Solving• Negotiation• Analytical• Works independently and professionally with little supervision	<ul style="list-style-type: none">• MS Office• Basic contract and law knowledge