

**ODISHA STATE ROAD TRANSPORT CORPORATION, BHUBANESWAR.**

No.917

Date.02.05.2023

**“WALK-IN-INTERVIEW”**

Candidates required for engagement as Managers (Transport) from Senior Professional Group & Assistant Managers from Junior Professional Group (Technical), Office Assistants in OSRTC through its authorised agency. Candidates for all the categories of post must be below 40 years age as on 31.03.23. Engagement will be made on consolidated remuneration along with other benefits like EPF, ESI & Insurance etc. as given below:-

1. Manager (Sr. Professional):- Rs.40,000/- (Forty Thousand) & EPF/ESI/ Health Insurance).
2. Asst. Manager (Jr. Professional):- Rs.25,000/- (Twenty Five Thousand) & EPF/ESI/ Health Insurance).
3. Office Assistant (HR & Finance):- Rs.15,000/- (Fifteen Thousand) & EPF/ESI/ Health Insurance).

Details of Qualification, Experience and remuneration structure is available in the OSRTC website [www.osrtc.nic.in](http://www.osrtc.nic.in). Interested Candidates may register of their Candidature by 15.05.23 positively in, Email ID- [intern.bbsr@kaapro.co.in](mailto:intern.bbsr@kaapro.co.in).

Candidates will be shortlisted basing on the Educational qualification, Experience and performance in Skill Test to be conducted by authorised agency.

By the Order of the Chairman-cum-Managing Director

**-Sd-**

General Manager (A)  
OSRTC, Bhubaneswar.

## Details of Qualifications, Experience, Age limit and Remuneration.

Post:	Manager
Qualification:	<ul style="list-style-type: none"> <li>• First Class Graduation from a recognized University or Institute of repute.</li> <li>• MBA/ master's in planning/ relevant from a recognized University or Institution of repute is preferable. Must be having qualification in computer application.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• Minimum 3-5 years of Post Qualification Experience in client management, planning &amp; co-ordination, service sector.</li> <li>• Preference will be given to those who have worked in Financial/ Public Sectors.</li> <li>• Must have good communication and writing skills with knowledge of data management and reporting.</li> </ul>
Age:	<ul style="list-style-type: none"> <li>• Not more than 40 years</li> </ul>
Salary	<ul style="list-style-type: none"> <li>• ₹40,000 + Benefits (EPF/ ESIC/ Health Insurance)</li> </ul>

Post:	Assistant Manager
Qualification:	<ul style="list-style-type: none"> <li>• First Class Graduation in Engineering (Mechanical/Automobile) from a recognized University or Institute of repute.</li> <li>• Preference will be given to those who have MBA from a recognized University or Institution of repute in Marketing or Supply Chain Logistic Management having knowledge in computer application.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• Minimum 2-3 years of Experience in Public transport/ Heavy Automobile Sector.</li> <li>• Must have experience in undertaking planning, budgeting, procurement, and vehicle maintenance.</li> <li>• Preference will be given to those who have worked in Public Transport Sectors..</li> </ul>
Age:	<ul style="list-style-type: none"> <li>• Not more than 40 years</li> </ul>
Salary	<ul style="list-style-type: none"> <li>• ₹25,000 + Benefits (EPF/ ESIC/ Health Insurance)</li> </ul>

Post:	Office Assistant
Qualification:	<ul style="list-style-type: none"> <li>• Graduate with experience in good Knowledge in MS Office and good typing speed.</li> </ul>
Experience:	<ul style="list-style-type: none"> <li>• Minimum 3 years of experience in Back-office work.</li> </ul>
Age:	<ul style="list-style-type: none"> <li>• Not more than 40 years</li> </ul>
Salary	<ul style="list-style-type: none"> <li>• ₹15,000 + Benefits (EPF/ ESIC/ Health Insurance)</li> </ul>

<b>Post:</b>	<b>Office Assistant (Finance)</b>
Qualification:	<ul style="list-style-type: none"><li>• Commerce Graduate with good Knowledge in Tally ERP.9.</li></ul>
Experience:	<ul style="list-style-type: none"><li>• Minimum 3 years of experience in any Corporate sector.</li></ul>
Age:	<ul style="list-style-type: none"><li>• Not more than 40 years</li></ul>
Salary	<ul style="list-style-type: none"><li>• ₹15,000 + Benefits (EPF/ ESIC/ Health Insurance)</li></ul>

\* Relaxation will be given to exceptionally qualified & deserving candidates.