



Indian Rubber manufacturers Research Association

Plot no.254/1B, Road No.16V, Wagle Industrial Estate, Thane West –400 604, Maharashtra,
Email: info@irmra.org

Our Ref. No.IRMRA/18-19/49

Date:-05/03/2019

Advertisement for Civil work related Liasoning / consultancy activities

IRMRA invites application from suitable experienced agency / individual for Civil work related Liasoning / consultancy activities

Location- Thane or its branch locations as applicable.

Work Description:-

- Closely work with Director / Admin department to scrutiny existing documents pertaining to the land and building and update records with the concern govt authority.
- providing consultancy for Liasoning with architects / Govt departments for update of records on BCC/ OC etc
- Provide advise as and when required on the above mentioned matters
- Liaison with Govt department for necessary approvals
- Any other work similar in nature.

Eligibility:

- Proven experience in the filed of expertise required for Liasoning with govt departments

Remuneration

- a. Rs 30,000 to 40,000/- per month depending on the experience
- b. Any other expenses such as TA / DA or miscellaneous expenses such as Xerox etc for such official work will be reimbursed at actual against the bills / receipts.

Contract Period: 1 Year, extendable based on performance and need basis.

Last date for application: Eligible firms / agencies may apply within 10 days from the date of this advrt. Quoting reference to the Director, IRMRA, Thane through mail info@irmra.org / director@irmra.org .