

## Sub Engineer

### Eligibility Criteria

Minimum Age:	<b>18 Years</b>
Maximum Age Limit:	<b>30 Years</b>
Minimum Qualification:	<b>03 Years Diploma of Associate Engineer</b>
DAE (Discipline):	<b>(Electrical, Electronics, Mechanical, Instrumentation)</b>

### Job Details

- Repair/Maintenance/Calibration of Electronic Equipments.
- Repair/ Maintenance/Flow Proving/Sealing of Gas Meters.
- Inventory Management of spares.
- Quality assurance of repaired Gas Meters.
- Preparation of progress reports.
- To ensure implementation of HSE policies.
- Implementation of SOPs (Standard Operating Procedures).
- Corrective/Preventive maintenance of Calibration Equipments.
- Proficiency in MS Office will be an added advantage.
- Perform other incidental & related duties as required and assigned

## Helper Meter Mechanic

### Eligibility Criteria

Minimum Age:	<b>18 Years</b>
Maximum Age Limit:	<b>30 Years</b>
Minimum Qualification:	<b>Matriculation</b>

### Job Details

- Assisting Supervisory Staff
- Perform other incidental & related duties as required and assigned

## Helper Air Conditioner / Helper Electrician

### Eligibility Criteria

Minimum Age:	<b>18 Years</b>
Maximum Age Limit:	<b>30 Years</b>
Minimum Qualification:	<b>Matriculation</b>

### Job Details

- Assisting Supervisory Staff
- Perform other incidental & related duties as required and assigned

## **Helper Welder**

### **Eligibility Criteria**

Minimum Age:	<b>18 Years</b>
Maximum Age Limit:	<b>30 Years</b>
Minimum Qualification:	<b>Matriculation</b>

### **Job Details**

- Assisting Supervisory Staff
- Perform other incidental & related duties as required and assigned

## Computer Operator

### Eligibility Criteria

Minimum Age:	<b>18 Years</b>
Maximum Age Limit:	<b>30 Years</b>
Minimum Qualification:	<b>Intermediate</b>

### Job Details

- Punching of data in different programs at a typing speed of not less than 40 WPM
- Hands on experience to operate MS - Office
- Perform other incidental & related duties as required and assigned

## Record Keeper

### Eligibility Criteria

Minimum Age:	<b>18 Years</b>
Maximum Age Limit:	<b>30 Years</b>
Minimum Qualification:	<b>Matriculation</b>

### Job Details

- Record Keeping
- Dispatch/ Receiving of official mail
- Entry of mail
- Proper maintenance of record and cabinets
- Perform other incidental & related duties as required and assigned