



Andhra Pradesh Urban Infrastructure Asset Management Limited  
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station, Vijayawada - 520 013  
Website: www.apurban.com

**MANPOWER REQUIREMENT NOTIFICATION (MRN) FORM**

**UNDER Development of Secondary Food Processing Clusters in Andhra Pradesh**

S. No.	Particulars	Description
1	Position	MIS Specialist
2	No. of Position	1 (One)
3	Proposed Grade	Officer / Sr. Officer
4	Mode (Full Time/ Part Time)	Full Time
5	Academic / Professional Qualifications	UG in engineering with minimum of 5 years of overall experience.
6	Post qualification experience (specific requirement)	Minimum 3 years of experience in preparation of database, compilation and collection of data / project status at various levels.  Experience in maintaining database of different survey reports and data and in creating effective MIS databases.
7	Reporting to	DH-F&ED
8	Salary / Fee range	As per Market rate (depending upon qualification and experience)
9	Scope of Work (If taking for more than a project, then write Project wise SoW)	<ul style="list-style-type: none"><li>Preparation of MIS activities related to APEMCL</li></ul>
10	Skill requirement  a) Major  b) Minor	  a) Report Making Skills in the Environmental Management  b) Power Point Presentations, MS Office
11	Gender specific, if any	Neutral
12	Location	Vijayawada