



For a
Rewarding Career...



BE WITH
THE LEADER IN
INFRASTRUCTURE



ROAD/HIGHWAYS

TUNNEL

IRRIGATION

INDUSTRIAL EPC

Team APCO...One Team...One Dream...

Established in 1992 in Lucknow, APCO Infratech Pvt. Ltd., having its Head Office in Lucknow & Corporate Office in Gurgaon is fast growing Infrastructure Company participating actively in the development of Nation. The Company has demonstrated track of contract execution under difficult terrains and strict discipline of meeting financial commitments. Team APCO is committed to being a leading Highway Construction (EPC/PPP/Hybrid Basis) enterprise, with a strong involvement in the Tunneling and Irrigation sector. With above basic DNA-APCO Family is on path of Robust, Consistent & Sustainable growth.

Apart from the various ongoing projects, company is also executing prestigious & ambitious projects of Nation like **Delhi – Meerut Expressway (Package – III)**, **Meerut- Bulandsahar Project (Both under Hybrid Annuity Mode)** and **Strategic “Z- Morh” Highway Tunnel project (J&K)**.

APCO invites applications from Passionate, Committed and Qualified individuals with “Can Do” attitude having passion for quality & adherence of project timelines in various fields of construction space at all level for our ongoing and upcoming Highways / Tunnel projects. Compensation shall be commensurate with qualification and experience and will not be a limiting factor for the deserving candidates.

ROAD/HIGHWAYS - FLEXIBLE & RIGID PAVEMENT

The positions are based at our projects sites: Meerut, Varanasi, Deoband(Saharanpur), Azamgarh, Sultanpur, Ranchi, Dhanbad, Asansol & upcoming New Project in UP, Delhi-NCR & Maharashtra.

- Vice President/Project Controller:** BE/B.Tech. (Civil) with 25+ years of relevant work experience in Project Management, Planning, Execution and Contract Management. Preference will be given to the candidate having experience in successful completion of at least TWO major highway projects. The person will be responsible for supervision & control of various highway projects of the company. The candidate should be well versed with costing of work & modern methods of construction.
- Chief Project Managers/Project Managers:** BE/B.Tech. (Civil) with 20+ years of relevant work experience in Project Management & Execution. Should be able to lead a team of engineers and officers to handle all aspects of execution, viz. detail engineering, planning, site coordination & contract administration, budget control etc. Candidates having experience in successful completion of at least ONE sizeable Highway project of complex nature will be preferred.
- Section In-Charge/Dy. Project Manager/Manager/Project Engineer/Bridge Engineers/Site Engineer(Flexible/Rigid Pavement and Structures):** BE/B.Tech./Diploma (Civil) with 5-20 years of relevant experience of which at least 3 years in similar capacity.
- AGM/Sr. Manager/Manager/Dy. Manager-Site Planning & Monitoring:** BE/B.Tech./Diploma (Civil) with 8+ years of experience in conceptual & detailed planning. Candidates should be Tech savvy and well versed with modern methods/software required for planning. Should be capable of decoding technical drawings/specifications, item rate analysis, negotiation with sub contractors and monitoring monthly billing preparation.
- Sr. Manager/Manager/Dy. Manager/Assistant Manager-QA/QC(Flexible/Rigid Pavement and Structures):** BE/B.Tech./Diploma (Civil) with 10+ years of relevant experience in QA/QC with large construction projects & expertise in developing project specific quality plans.
- AGM/Sr. Manager/Manager Dy. Manager-Quantity Survey:** BE/B.Tech./Diploma (Civil) with 10+years of relevant experience in similar capacity. Will be responsible for Client Billing, Sub contractor's bills verification, Claims Management and Documentation.
- Chief Surveyor/Sr. Surveyor/Surveyor:** Diploma (Civil) with 8+ years of experience or ITI certification with 10+ years of experience in Total Station. Auto Level and Auto CAD for Highway/Canal/Bridge/Building works.
- DGM/AGM/Sr. Manager/Manager-Plant & Machinery (Head Office & Projects Sites):** BE/B.Tech. (Mechanical) with 20+ years or Diploma (Mechanical) with 25+ years of relevant experience in all aspects of repair, refurbishment, overhaul commissioning, performance monitoring and maintenance of various construction Plant & Machinery particularly used for Highway/Canal construction projects.
- Manager(Crusher Operations):** BE/B.Tech. (Mechanical/Mining Machinery) with 8+ years of experience or Diploma (Mechanical) with 12+ years of experience in repair, O&M, multi stage stone crusher including all type of crusher. Experience in mining operation will be an added advantage.
- Manager/Dy. Manager/Asst. Manager/Supervisor(Safety):** Degree/Diploma/Certificate in industrial safety with 8+ years of relevant experience along with certified first aid certificate.
- AutoCAD/Drafting Engineers (Flexible, Rigid Pavement and Structures):** Degree/Diploma with 5+ years of relevant experience.
- Project Documents Controller:** Should be Post Graduate/Graduate with 5+ years of relevant experience in large NHAI's/ADB/World bank aided projects.

TUNNEL CONSTRUCTION

Team -“Z” has been entrusted with responsibility for construction & on time delivery of prestigious ‘Z- Morh’ Highway Tunnel Project. Situated on NH - 1D & 70 Kms from Srinagar (near SONAMARG) these 6.5 Kms twin tunnels (main tunnel with Dia. of 10.80 meter, Egress Tunnel of 7.50 meter & approach road of 6.5 Kms) is a first strategic step towards ensuring all weather connectivity between Srinagar and Leh/Ladakh. The Intended team members must have hunger to excel in every aspect of NATM methodology with optimum resources. EXPATS with exposure (Preferably) to Himalayan Terrain/Geology are also welcomed to be part of growing APCO family.

- Project Manager/Deputy Project Manager/Works Manager:** BE/B.Tech. (Civil) with 25+ years of experience in execution of underground works/tunnels. Should be able to lead a team of Engineers and officers deal with all aspects of execution to complete the project within specified time with special emphasis on project profitability, ensure quality standard during the construction and use of proper construction techniques, Shall possess advanced knowledge of Construction Management Processes, means and methods, Ability to plan and see the “big picture”, competent in conflict and crisis management. Shall possess exceptional man management skills to drive the construction works. Candidates having experience in successful completion of at least ONE sizeable tunnel project of complex nature will be preferred. Experience in dealing with EXPAT Engineers will be an advantage.
- Chief Engineer-Project:** Report to Project Manager, Shall be expert in technical knowledge especially in NATM tunnel and shall provide technical inputs to the project construction team for proper construction practices expert domain knowledge in area of Planning, Review of Designs, Quality Management, All Geological aspects, Quantity Surveying & Billing, 3-D Surveys & Contract Management issues. Shall demonstrate trouble shooting skills deal with complex technical issues, shall analyse, manage and mitigate risks. Familiarity with construction management software packages. Should be Graduate (Masters will be preferred) in Civil/Mining/Geotechnical Engineering with 20-25 years of experience on All TECHNICAL aspects of Tunnel Works with minimum 5 years experience on NATM. Experience in dealing with EXPAT Engineers will be an advantage.
- Project Mechanical Engineer:** Report to Project Manager, Shall be responsible for entire mechanical operations of site ensuring 100% plant and equipment availability, expert in Mechanical Engineering and leads the team of engineers to support construction with special focus of equipment productivity and consumption norms, Plan and strict adherence for equipment/plant maintenance schedule. Shall have knowledge of all tunnelling equipment, construction plants etc, demonstrate trouble shooting skills and leads from the front, analyse, manage and mitigate risks. Should be Graduate in Mechanical Engineering with 20-25 years of experience. Exposure to NATM type of tunnel will be advantageous.
- Project Planning Manager/Engineers:** Reporting to Chief Engineer, BE/B.Tech./Diploma with minimum 12 years of experience in conceptual & detailed planning. Candidate must have experience in the tunnel works planning with knowledge of Costing, Budgeting & Item Rate Analysis. He will be responsible for project planning and scheduling construction activities apart from forecasting resources viz materials, equipment. Shall monitor work progress with respect to project plan and productivity of resources and MIS reporting. Shall be interface with all departments for effective implementation of project plans. Shall possess skill in various computer aided project management software.
- Tunnel Engineers:** Degree/Diploma in Civil/Mining/Geotechnical Engineering with 5-10 years of working experience in a similar position (12 hrs shift in tunnelling operations preferably in NATM). He will work alongside Site Management in order to ensure that the project is delivered within budget and on time.
- Safety Manager/Engineers:** Degree/Diploma in Safety Management from a recognized institute and 8+ years of experience in execution in construction industry out of which at least 3+ years in tunnels or underground constructions. Tunnel Safety team will plan, implement & administer the project safety program and ensure strict compliance by employees and subcontractors. Prepare HSE Plans, Conduct Safety Audits and Conducting Training for Health & Safety. Knowledge and experience of applicable safety and health codes, statutes and ordinances as well as best practices recognized by the tunnel construction industry is must.
- Quality Management Professionals:** Reporting to Chief Engineer. Degree in Engineering with 10-15 years of experience in Quality assurance in tunnelling/underground mass concrete jobs. This position is responsible for the preparation, implementation and management of the Quality Control Programs including the coordination, performance and execution of construction, inspection and testing services for the project. Shall possess thorough knowledge of relevant construction codes.
- QS & Billing Engineer:** Reporting to QSS Manager, BE/B.Tech./Diploma with 12-15 years of experience in Billing Function of typical tunnel/hydroelectric/underground excavation with mass concrete jobs. Responsibilities include collection of data, RFIs, Take-off quantities from drawings for work, bill submission, reconciliation of the major construction materials, collection of requisite data for extra items. Certification & Submission of monthly bill to client & finalization of subcontractor's bills. Should possess good quantitative and analytical skills.
- Fabrication Manager/Engineer:** Mechanical Engineer with 5 to 10 years of experience in Fabrication particularly in Fabrication of Tunnel support systems used in the NATM. Candidate should have knowledge of various welding techniques such as SMAW, MIG/MAG, FCAW, SAW, TIG and machinery/consumable used for this process. Should be self-driven and target oriented. Monitor output to ensure that production meets the established standards in terms of both quantity and quality, maintain regular contact with other departments to ensure that they are aware of production requirements and to identify potential problems. Well versed with fabrication drawing & full understanding of the relevant IS codes.
- AutoCAD/Drafting Engineers:** Degree/Diploma/ITI with 5+ years of relevant experience in underground construction (tunnelling preferred) works. Should be able to understand and draw tunnel sections independently, superimpose sections for over break/under break, calculate the quantities etc.

TEAM - CONTRACTS, TENDERING, ESTIMATION & DESIGN

- Head - Contract Management(Corporate/ Head Office):** Candidate will be founding Leader of the Contract Management Cell of the company. Should be a team player with very high interpersonal & effective English communication skills. BE/B.Tech. in Civil Engineering with atleast 18+ years of professional experience (with atleast 8 years in contract management).Masters or PG from NICMAR will be an advantage. Preference will be given to the candidates having live onsite project execution experience in functions like Project Planning, QS & Site Contract Administration. He will be ultimately responsible for coordinating all commercial elements of contracts with employers, sub-contractors, including management of receivables, claims and arbitration cases. Be fully conversant with various aspects of the contracts applicable in road/highway industry like -DBFOT (Toll/Annuity), EPC, Item rate basis and FIDIC regulations apart from exposure of tunnel, lump sum contracts in irrigation and building segment. Be effective in responding to the correspondences from various counter parties and ensure the interest of the Company is protected. Actively monitor the project progress in close coordination with respective Project Heads, in line with the contract schedule and ensure the parties adhere to the program. An extensive travelling to project sites is expected. The candidate is expected to work closely with senior management team, finance and legal personnel to meet overall project deliverables.
- DGM/AGM/Sr. Manager/Manager-Contracts & Claims(Corporate Office):** BE/B.Tech. in Civil with 8-15 years of experience. Candidate must have project execution experience(at least One project) as a Contracts Manager/Administrator and various contractual compliances. Candidate should also be well versed with QS/Planning aspects of contracts, claim preparations and arbitration proceedings. Good English writing skill, knowledge of contracts laws and finance is prerequisite.
- DGM/AGM/Sr. Manager/Manager-Tender & Estimation(Corporate Office):** BE/B.Tech./Diploma in Civil with experience of 10-15 years in tender & estimation for highway/infrastructure projects. Should able to study Tender documents, having good knowledge for selection/sorting of tenders, site investigation, attending pre bid meetings. Preparing and presenting salient features of the project, cost estimation, quantity calculation and justification from Drawings. Analyzing Risk, Taxation, insurance, financial charges. Aware of direct/indirect costing & preparation of project cash flows & capital expenditures norms.
- Sr. Manager/Manager/Dy. Manager/Assistant Manager-Design(Corporate & Head Office):** BE/B.Tech. Civil, having experience between 5-12 years in Highway, Structure & Pavement design engineering works and specific working experience in design division of a construction company involved in road/highway & tunnelling works. Should have knowledge of working out BOOs, compare tender, design quantities, design coordination for EPC projects and knowledge of IS codes and international codes for design.

TEAM - PROCUREMENT/INVENTORY

- DGM/AGM/Sr. Manager/Dy. Manager – Procurement(Project Site):** MBA(Material Management)/Graduate preferably with PG Diploma in Material Management with 5+ years of relevant experience like purchase of bulk material(aggregate, cement, steel, bituminous products) and other material consumed in road/highway and tunnel industry. Candidates should also have exposure of purchase of capital equipment/spares related to the heavy construction.
- DGM/AGM/Sr. Manager/Dy. Manager – Inventory & Stores(Projects):** MBA(Material Management)/Graduate preferably with PG Diploma in Inventory & Stores Management with 5+ years of relevant experience in road/highway & tunnelling industry. Should be thorough in procedures and record keeping.

TEAM - FINANCE & ACCOUNTS

- DGM/AGM/Sr. Manager/Manager-Finance & Accounts(Project Site):** CA/ICWA/MBA(Finance) with at least 5+ years in Costing, Accounting, Budgeting, Cash Flow management, Internal Audit & taxation. Persons with analytical skill and experience in accounting systems will be best suited. Understanding of BOQ/Mile Stone based billing would be an advantage.
- DGM/AGM/Sr. Manager/Manager-Banking Operations - (Head Office):** CA/ICWA/MBA(Finance) with at least 5+ years in Banking Operations, raising long term financial resources and liasoning with banks/FIs.
- Manager/Dy. Manager (Internal audit) - (Head Office):** CA/ICWA/MBA- Finance with at least 5+ years experience in internal audit, taxation. Persons should have analytical skills to set standard procedures and systems as per laid down rules of the company.

TEAM - HR/P&A/ADMINISTRATION

- GM/Head of HR – (Head Office):** MA(TISS)/MBA/MHRD/MSW/PGDBM, 25+ years of experience in Infrastructure/Construction Industry. Should be excellent in Manpower Management and well versed with Manpower Planning, Recruitment, Employee Relation, PMS, Training & Culture Building, Creation & Implementation of HR policies and all other HR related activities. Should have the experience to deal with IR in large projects.
- Manager/Dy. Manager/Asst. Manager-HR (Corporate & Head Office):** MBA/MHRD/MSW/PM with 7+ years of experience in managing various aspects of HR & Administration related activities. The candidates should have exposure to Manpower Planning, Recruitment, PMS, Training/Development and implementation of best HR practices.
- DGM/AGM/Sr. Manager/Manager-Personnel & Administration for various project sites:** The candidates with 8+ years of experience to manage all aspects of Personnel & Administration department within the framework of law. Candidates should have exposure to set up project offices and camp (Managing Mobilization & demobilization stages), Time Office and Camp Administration. Candidates will also be responsible for effective implementation of company's HR policies at respective sites. Candidate should have experience to deal with IR matters in large construction projects.
- AGM/Sr. Manager Manager/Dy. Manager-Liasoning for Various project sites:** Candidates with 8+ years of experience to ensure Project Compliances to various regulations, smooth execution of project from approval & licensing perspective & reduce associated risks and cost.
- Executive Assistant to Managing director/Directors (Corporate & Head Office):** Graduate/Post Graduate with 5 years of experience in managing senior management's office/Desk/Diary. Proficiency is expected in PPT presentation/all computer aided application. Should also have expertise in travel desk management/ document control/meeting arrangements/record keeping/data/reports management. Excellent communication skills(Reading/writing) in English is must

Note: The candidate who has been interviewed and not selected during last one year need not to apply.

Candidates are requested to send detailed résumé along with a cover letter within 15 days of publication of this advertisement, mentioning position & function applied for, in the subject line of E-mail at: grow@apcoinfra.com or at address/s mentioned below.

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