



ऑयल इंडिया लिमिटेड

(भारत सरकार का उद्यम)

Oil India Limited

(A GOVERNMENT OF INDIA ENTERPRISE)

P.O. Dullajani - 786602, Assam, India; CIN: L11101AS1959GOI001148



OIL INDIA LIMITED (OIL), a Navratna Public Sector Undertaking, invites applications from eligible Indian Nationals, to fill up the following posts:

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWD):

Post Name & Post Code	Indicative No. of vacancies				Age limit (In years) as on 07-10-2015	Grade & Scale of Pay	Educational Qualification	Suitable for VH/OH/HH
	VH	OH	HH	Total				
Accounts Officer/Internal Auditor PERS:PWD:AO:2015:01	0	1	1	2	UR:39, SC/ST:44 OBC:42	B ₹24,900-50,500	ACA/AICWA	OA, OL, HH
Executive Trainee-Mechanical PERS:PWD:ET:2015:02	0	3	2	5	UR:37 SC/ST:42 OBC:40	₹25,000 p.m. (Consolidated Stipend)	Graduate degree in Mechanical Engg. of minimum 4 years duration with 65% marks	OA, OL, HH
Executive Trainee-Civil PERS:PWD:ET:2015:03	0	1	1	2	UR:37 SC/ST:42 OBC:40	₹25,000 p.m. (Consolidated Stipend)	Graduate degree in Civil Engg. of minimum 4 years duration with 65% marks	OA, OL, HH
Executive Trainee-Information Technology PERS:PWD:ET:2015:04	0	1	2	3	UR:37 SC/ST:42 OBC:40	₹25,000 p.m. (Consolidated Stipend)	Graduate degree in Computer Science/IT of minimum 4 years duration with 65% marks	OL, HH
Executive Trainee-Human Resource PERS:PWD:ET:2015:05	1	1	1	3	UR:39 SC/ST:44 OBC:42	₹25,000 p.m. (Consolidated Stipend)	Post Graduate degree in Mgmt./ Business Admin/Personnel Mgt/Social Welfare/Social Work/IR of minimum 02 years duration with 60% marks	OA, OL, LV, HH
Executive Trainee-Public Relations PERS:PWD:ET:2015:06	0	1	0	1	UR:39 SC/ST:44 OBC:42	₹25,000 p.m. (Consolidated Stipend)	Post Graduate degree in Mass Communication/Journalism/PR of minimum 2 years duration with 60% marks	OA, OL
Executive Trainee-Geology PERS:PWD:ET:2015:07	0	0	1	1	UR:39 SC/ST:44 OBC:42	₹25,000 p.m. (Consolidated Stipend)	Post Graduate degree in Geology of minimum 2 years duration with 60% marks and having Mathematics at Graduation level	HH
Executive Trainee-R&D PERS:PWD:ET:2015:08	0	1	0	1	UR:39 SC/ST:44 OBC:42	₹25,000 p.m. (Consolidated Stipend)	Post Graduate degree in Chemistry of minimum 2 years duration with 60% marks and having Physics, Chemistry & Mathematics at Graduation level	OA, OL
Confidential Secretary* PERS:PWD:CS:2015:09	1	0	0	1	UR:40, SC/ST:45 OBC:43	A ₹20,600-46,500	Graduate with 01/02 yrs Diploma in Secretarial Practice or Modern Office Management/Secretarial Practice or Executive Assistant Diploma or equivalent with knowledge of computer application	LV
Total	2	9	8	19				

*Post Qualification Relevant Experience as on 07-10-2015 (in Years) for the post of Confidential Secretary is 02 years.

The last date of receipt of Application is 07-10-2015.

For further details regarding, educational qualification, experience, selection process, remuneration package & other benefits, how to apply etc. along with the APPLICATION FORMAT, visit our website www.oil-india.com.



HEADQUARTERS

कर्मचारी राज्य बीमा निगम
Employees' State Insurance Corporation

पंचदीप भवन, सी.आई.जी. मार्ग, नई दिल्ली-110 002
website: www.esic.nic.in, www.esic.in

SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE POST
UNDER PWD CATEGORY OF UDC & MTS IN
HEADQUARTERS OFFICE OF ESI CORPORATION, NEW DELHI

Applications are invited from candidates belonging to PWD (Persons with Disabilities) Category for filling up the post of UDC & MTS in ESIC HEADQUARTERS, NEW DELHI on regular basis by Direct Recruitment under Special Recruitment Drive for PWDs. The detail of vacancies is as under:-

POST	Pay Band	Grade Pay	No. of Vacancies under Persons with Disabilities Category (PWDs)				Suitability and Physical requirement for Persons with Disability (VH/OH/HH)
			OH	HH	VH	TOTAL	
UPPER DIVISION CLERK	PB-1 (₹5200-20200)	₹2400/-	1	1*	1	3 (including 1 backlog)	Suitability - OA, OL, BL, OAL, B, LV, HH. Physical Requirement - S, ST, W, MF, SE, RW, C
MULTI TASKING STAFF		₹1800/-	-	2	1	3	Suitability - OA, OL, OAL, BL, B, LV, H, C. Physical Requirement - S, ST, BN, W, SE, H, RW, C

NOTE - (*) Backlog Vacancies

Abbreviations	S-Sitting, ST-Standing, W-Walking, L-lifting, MF-Manipulation by Fingers, SE-Seeing, RW-Reading and Writing, H-Hearing, C-Communication, BN- Bending, OA-One Arm, OL-One Leg, BL-Both Leg, OAL-One Arm and One Leg, B-Blind, LV- Low Vision, HH-Hearing impaired.
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DA, HRA, Transport Allowance and other allowances are payable as per Govt. of India rules in force.

The detailed advertisement is available on the website of the ESIC www.esic.nic.in/recruitment. The candidates willing to apply for above posts are advised to refer to the detailed advertisement regarding eligibility criteria etc.

Last date of receipt of application is 31.10.2015. (Last date for receipt of application from candidates residing in far flung areas will be 07.11.2015).

Jt. Director (E-V)



कर्मचारी राज्य बीमा निगम
EMPLOYEES' STATE INSURANCE CORPORATION

MODEL HOSPITAL BAPUNAGAR, AHMEDABAD-380024.

Ministry of Labour & Employment, Govt. of India (ISO 9001:2008 CERTIFIED)
Tele: 079-22742681, 22773702 Fax:079-22741866 • Email: ms-bapunagar.gj@esic.in, esic_mhb_05@yahoo.com

No. 37/ESIC/MHB/ADM/Rect/2015

Date: 14th September, 2015

**SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE POST UNDER PWD CATEGORY
OF PARAMEDICAL STAFF FOR ESIC HOSPITALS IN GUJARAT REGION**

LAST DATE FOR RECEIPT OF APPLICATION IS 31-10-2015

Applications are invited from candidates belonging to PWD (Person with Disabilities) Category for filling up the post of cadres of Paramedical Staff in Hospitals of ESIC in **Gujarat (Region)** on **Regular basis by Direct Recruitment under Special Recruitment Drive for PWDs**. The detail of vacancies are as under:-

Sl. No.	Name of the Post	Pay Band (*)	Grade Pay	No. of Vacancies under Person with Disabilities category (PWDs)				Suitability and Physical requirement for Persons with Disability (VH/OH/HH)
				OH	HH	VH	TOTAL	
1	Nursing Orderly	PB-1	1800/-	-	1	1	2	Suitability: OL, HH, LV, B, H Physical Requirement: S, ST, W, MF, PP, L, KC, SE, RW

(*) Pay Band: PB-1 (₹ 5200- 20200)

Abbreviations	OH- Orthopedically Handicapped, VH- Visually Handicapped, HH- Hearing Handicapped, OL- One Leg, LV - Low Vision, MF- Manipulation by Fingers, PP - Pulling & Pushing, RW- Reading & Writing, KC - Kneeling & Crutching, S- Sitting, ST- Standing, W- Walking, L- Lifting, B- Blind, SE- Seeing, H- Hearing
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DA, HRA, Transport Allowance and other allowances are payable as per Govt. of India rules in force.

The detailed advertisement is available on the website of the ESIC www.esic.nic.in/recruitment.php. The candidates willing to apply for above post are advised to refer to the detailed advertisement regarding eligibility criteria etc.

Last date of receipt of application is 31-10-2015. (Last date for receipt of application from candidates residing in far flung areas will be 07-11-2015).

Date: 14th September, 2015

Medical Superintendent



Employees' State Insurance Corporation

ESIC Model Hospital, Sector-9A, Gurgaon (Haryana)-122001
(ISO 9001:2008 Certified)

Tel. : 0124-2252001 Fax : 0124-2255133 E-mail ID : ms-gurgaon.hr@esic.in

SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE POST OF UNDER PWD CATEGORY OF PARAMEDICAL AND NURSING STAFF FOR ESIC HOSPITAL IN HARYANA REGION.

LAST DATE FOR RECEIPT OF APPLICATION IS 31.10.2015

Applications are invited from candidates belonging to PWD (Persons with Disabilities) Category for filling up the post of cadres of Paramedical and Nursing Staff in Medical Institution of ESIC in Haryana (Region) on regular basis by Direct Recruitment under Special Recruitment Drive for PWDs. The detail of vacancies is as under:-

Sl. No.	Name of the post	Pay Band	Grade Pay	No. of Vacancies under Persons with Disabilities Category (PWDs)				Suitability and Physical requirement for Persons with Disability (VH/OH/HH)
				OH	HH	VH	TOTAL	
1	Staff Nurse	PB-2	4600	2*	-	-	2*	OL
2	Nursing Orderly/ Ward Boy/ Stretcher Bearer/ Attendant	PB-1	1800	1*	1*	-	2*	OL, HH

NOTE-(* Backlog Vacancies, PB-1 (₹5200-20200) and PB-2 (₹9300-34800)

Abbreviations OL-One Leg, HH- Hearing Handicaped.

DA, HRA, Transport Allowances and other allowances are payable as per Govt. of India rules in force. The candidates willing to apply for above posts are advised to refer to the detailed advertisement available on the website of the ESIC www.esic.nic.in/recruitment.

Last date of receipt of application is 31.10.2015 (Last date for receipt of application from candidates residing in far flung areas will be 07.11.2015).

Sd/-
Medical Superintendent



EMPLOYEES' STATE INSURANCE CORPORATION

ESIC MODEL HOSPITAL, BADDI, Village-Katha, District - Solan,
Himachal Pradesh, Pin: 173205
(www.esichp.in/www.esic.nic.in)

SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE POST UNDER PWD CATEGORY OF LAB ASSISTANT IN ESIC MODEL HOSPITAL BADDI, HIMACHAL PRADESH.

LAST DATE FOR RECEIPT OF APPLICATION IS 31.10.2015

Applications are invited from candidates belonging to PWD (Person with Disabilities) Category for filling up the post of Lab Assistant in ESIC Model Hospital, Baddi, Himachal Pradesh on regular basis by Direct Recruitment under Special Recruitment Drive for PWDs. The detail of vacancies is as under:-

Post	Pay Band	Grade Pay	No. of Vacancies under Person with Disabilities category (PWDs)				Suitability and Physical requirement for Persons with Disability (VH/OH/HH)	
			OH	HH	VH	TOTAL	Physical Requirement	Categories of disabled suitable for the job
Lab Assistant	PB-1 (Rs.5200-20200/-)	Rs.2000/-		(1)*	-	(1)*	S,ST,W,BN,MF,SE,RW,C,H	OL,BL,HH

NOTE - (*) Backlog Vacancies

Abbreviations	S-Sitting, ST-Standing, W-Walking, MF-Manipulation by Fingers, SE-Seeing, RW-Reading and writing, C-Communication, H-Hearing, Ol-One leg, BN-Bending, HH-Hearing Handicaped.
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DA, HRA, Transport Allowance and other allowances are payable as per Govt. of India rules in force. The detailed advertisement is available on the Regional website www.esichp.in and website of the ESIC www.esic.nic.in/recruitment. The candidates willing to apply for above posts are advised to refer to the detailed advertisement regarding eligibility criteria etc.

Late date of receipt of application is 31.10.2015. (Last date of receipt of application from candidates residing in far flung areas will be 07.11.2015)

Dated: 15th Sept. 2015.

MEDICAL SUPERINTENDENT



BHARAT HEAVY ELECTRICALS LIMITED

(A Government of India Enterprise)

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PwD)

Bharat Heavy Electricals Limited invites Candidates with Locomotor Disability (Orthopaedically Handicapped) and Hearing Impairment to join as Engineer Trainees (Mechanical/ Electrical) & Executive Trainees (HR).

Name of Post	Discipline	Vacancies	Reserved for	
			OH	HH
Engineer Trainees- (Through Gate-2016, visit www.gate.iisc.emet.in/ for more info)	Mechanical-(Subject Code "ME" in Gate 2016)	16	03	13
	Electrical-(Subject Code "EE" in Gate 2016)	08	01	07
Executive Trainees- (Through UGC-NET-Dec, 2015, visit www.cbse.net.nic.in/ for more info)	HR - (Subject Code "55" in UGC-NET, Dec 15)	10	01	09

For full details go to the BHEL recruitment website <http://www.bhel.com> or
Opening of BHEL recruitment website www.bhel.com detailed advertisement on 01/01/2016



Powering Progress... Brightening Lives... Touching Every Indian Home





EMPLOYEES' STATE INSURANCE CORPORATION

MODEL HOSPITAL, LAXMI NAGAR, AJMER ROAD,
JAIPUR, RAJASTHAN-302006
(www.esicmhjpr.com / www.esic.nic.in)

SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE POST UNDER PWD CATEGORY OF PARA-MEDICAL STAFF FOR ESIC MODEL HOSPITAL, JAIPUR. IN RAJASTHAN REGION

LAST DATE FOR RECEIPT OF APPLICATION IS 31.10.2015

Applications are invited from candidates belonging to PWD (Person with Disabilities) Category for filling up the post of cadres of Paramedical and Nursing Staff in ESIC MODEL HOSPITAL, LAXMI NAGAR, AJMER ROAD, JAIPUR in RAJASTHAN (Region) on regular basis by Direct Recruitment under Special Recruitment Drive for PWDs. The detail of vacancies is as under:-

Sl. No	Name of the Post	Pay Band	Grade Pay	No. of Vacancies under Person with Disabilities category (PWDs)				Suitability and Physical requirement for Persons with Disability (VH/OH/HH)
				OH	HH	VH	TOTAL	
1	Social Worker/ Social Guide	PB-1	2400/-	0	0	01*	01	Low Vision
2	Cook Mate / Masalchi	PB-1	1800/-	0	02*	0	02	H.H.

NOTE - (*) Backlog Vacancies, PB-1 (Rs. 5200- 20200)

Abbreviations

OA-ONE ARM, OL-ONE LEG, OAL-ONE ARM & ONE LEG, BL-BOTH LEG, LV-LOW VISION, HH-HEARING HANDICAPPED, S-SITTING, ST-STANDING, W-WALKING, BN-BENDING, MF-MANIPULATION BY FINGERS, SE-SEEING, C-COMMUNICATION.

DA, HRA, Transport Allowance and other allowances are payable as per Govt of India rules in force. The detailed advertisement is available on the website <http://www.esicmhjpr.com> and website of the ESIC www.esic.nic.in/recruitment. The candidates willing to apply for above posts are advised to refer to the detailed advertisement regarding eligibility criteria etc. Last date of receipt of application is 31.10.2015. (Last date for receipt of application from candidates residing in far flung areas will be 07.11.2015)

Dated: 15th Sept. 2015

Medical Superintendent

**NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE
OF HEALTH & MEDICAL SCIENCES
MAWDIANGDIANG, SHILLONG - 793018**

Advertisement No. NEIGR-E.III/08/2015

Dated the 18th September, 2015

SPECIAL RECRUITMENT DRIVE

Applications are invited from eligible PWD's candidates on a special recruitment drive to fill up the following reserved categories of Group 'B' posts on direct recruitment. Eligible/suitable candidates are requested to submit their applications in the prescribed format alongwith attested copies of certificates & testimonials, two copies of recent passport size photograph. Candidates working in Govt. /Semi Govt./Public Sector Undertaking/Autonomous Institutions are requested to submit their applications through proper channel.

Name of post	No. of posts	Pay Band and Grade Pay
Staff Nurse	3 - Hearing handicapped	PB -2 ` 9300-34,800/- Grade Pay ` 4,600/-

Further details regarding educational qualifications, age, experience, etc. and to download the prescribed proforma of application, kindly visit the Institute's website <http://www.neigrihms.gov.in>.

Complete applications may be sent in the prescribed proforma to the "Recruitment Cell, Establishment Section - III", North Eastern Indira Gandhi Regional Institute of Health & Medical Sciences, Mawdiangdiang, Shillong - 793018 SUPERSCRIBING

"Application for the post of"

Last date of submission of applications is 19.10.2015

Sd/-

Deputy Director (Admn)
NEIGRIHMS, Shillong



national centre for biological sciences
tata institute of fundamental research
GKVK P.O., Bellary Road, Bangalore - 560 065
Phone: 080 - 2366 6343/344/345/346 Fax: 080 - 2363 6662

ADVERTISEMENT NO: 14/2015

SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWD)

National Centre for Biological Sciences (NCBS) Tata Institute for Fundamental Research (TIFR), a premier research centre under the aegis of Department of Atomic Energy, Government of India, invites applications from Persons with Disabilities (PWD) for the following posts at NCBS, Bangalore.

Sl No	Name of the post	No. of posts	Post reserved for	Pay Band+ Grade Pay	Time
1	Administrative Officer "C"	1	Candidates with Locomotor Disability or Cerebral Palsy(OH)	PB 3 - Rs. 15600 - 39100/- GP: 5400	Rs. 57846/-
2	Junior System Administrator	1	Candidates with Low Vision (VH)	PB 2 - Rs. 9300 - 34800/- GP: 4200	Rs. 36213/-

To be eligible for concession/benefits as a PWD the minimum disability has been prescribed as 40%. The candidates need to attach a copy of the certificate from competent authority in the prescribed format, stating the nature and extent of disability.

The appointment will be initially for a period of five (5) years with probation of one (1) year from the date of joining.

For further details please visit our Website: <http://www.ncbs.res.in/jobportal>.

The institute reserves the right to relax the qualification and experience in deserving cases, subject or accept any application, call limited number of candidates for Test/Interview. Those who have applied against Advt No: 4/2015 need NOT apply again.

Last date of receipt of applications: **1st October 2015**.

Sd/-
Administrative Officer (Establishment)



**GOVERNMENT OF INDIA
OFFICE OF MEDICAL SUPERINTENDENT
SAFDARJUNG HOSPITAL & V.M.M.COLLEGE
NEW DELHI - 110029**

NO. 4-1/2015-Academic

**SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE VACANT POSTS
OF SC/ST/OBC & PWD CANDIDATES FOR APPOINTMENT OF JUNIOR
RESIDENTS (NON-PG) ON REGULAR BASIS.**

The Medical Superintendent, Safdarjung Hospital & VMMC, New Delhi, invites applications as Special Recruitment Drive for SC/ST/OBC & PWD posts of Junior Residents (Non-PG) in the various departments of this institution on regular basis. The prescribed format for applying alongwith the detail of posts, eligibility criteria, date of interview and the other terms & conditions is available on the hospital website www.vmmc-sjh.nic.in. Candidates are requested to visit official website of this institution regularly for any further notification.

Sd/-
**MEDICAL SUPERINTENDENT
SAFDARJUNG HOSPITAL & VMMC**
davp 17145/11/0034/1516



राष्ट्रीय प्रौद्योगिकी संस्थान रायपुर
NATIONAL INSTITUTE OF TECHNOLOGY RAIPUR
(Institute of National Importance)
G.E. Road, Raipur - 492010 (CG)

Phone: 0771-2252700
Email: registrar@nitrr.ac.in
Website: www.nitrr.ac.in

No. /NITRR/R-1/Advt./2015/1667

Raipur, Dated 04/09/2015

**Special Recruitment Drive for PWD Candidates
for the post of Faculty and Non-Faculty Positions**

Applications are invited from the Indian Nationals for filling up the vacancies of **Teaching and Non-Teaching Posts** of the Institute for **PWD** candidates under direct recruitment. For details of each category of posts and other information like qualifications, experience, upper age limit, reservation norms, application fee and application format etc., please visit Institute website www.nitrr.ac.in. The last date of receipt of Application is **05/10/2015 up to 5:00 PM.**

ASA

-Sd-
REGISTRAR





BUREAU OF INDIAN STANDARDS
Manak Bhavan, 9 Bahadur Shah Zafar Marg
New Delhi – 110 002

RECRUITMENT OF SCIENTIST-B

Bureau of Indian Standards (BIS), a statutory body under the administrative control of Ministry of Consumer Affairs, Food and Public Distribution, Govt. of India, is the National Standards Body of India and is responsible for activities in the field of Standardization, Product and System Certification, Hallmarking of Gold/Silver Jewellery, Laboratory Testing etc., in the country. BIS is also responsible for Standardization and Certification at the International level. BIS offers excellent career opportunities to bright, young dynamic persons for the post of Scientist-'B'. These posts are in the Pay Scale of Rs. 15600-39100 + Grade Pay Rs.5400 plus allowances as applicable. The indicative gross salary as on date at New Delhi will be Rs. 57,846/-.

No. of Posts:

Discipline	Number of vacancies				
	Total	UR	OBC	SC	ST
Mechanical Engineering	28	11	8	5	4
Metallurgical Engineering	12	5	3	2	2
Civil Engineering	08	3	2	2	1
Electrical Engineering	20	8	6	3	3
Electronics Engineering	04	1	1	1	1
Chemical Engineering	12	5	3	2	2
Chemistry	08	4	2	1	1
Microbiology	04	1	1	1	1
Leather Technology	01	1	0	0	0
Total	97	39	26	17	15

Out of above, eight vacancies are reserved for Persons with Disabilities.

Essential Qualifications:

Discipline	Qualification
Mechanical Engineering, Metallurgical Engineering, Civil Engineering, Electrical Engineering, Electronics Engineering, Chemical Engineering, Leather Technology	Bachelor's Degree in Engineering or Technology or equivalent in concerned discipline with not less than 60% marks in aggregate (50% for SC/ST candidates).
Chemistry, Microbiology	Master's Degree in Natural Science or equivalent in concerned discipline with not less than 60% marks in aggregate (50% for SC/ST candidates).

Candidates are required to apply On-Line from 08.09.2015 to 24.09.2015 through BIS website www.bis.org.in. No other means/mode of submission of applications will be accepted under any circumstances.

The last date of submitting the application is 24.09.2015. The Application Fees/ Intimation Charges [Payable from 08.09.2015 to 24.09.2015 (only through Online payment mode) both dates inclusive] is Rs. 750/- and is Non-Refundable. No fee is required to be paid by SC/ST/ Ex-Serviceman/ PWD/Women Candidates. The online exam is proposed to be held on 18.10.2015 in 45 cities which shall be followed by an interview of the short listed candidates.

The detailed advertisement is available on the BIS website: www.bis.org.in

BIS reserves the right to Revise/Reschedule/Cancel/Suspend the process without assigning any reasons. The decision of BIS shall be final and no appeal shall be entertained.

davp 08103/11/0031/1516



Employees' State Insurance Corporation

ESIC Model Hospital, Sector-9A, Gurgaon (Haryana)-122001
(ISO 9001:2003 Certified)

Tel. : 0124-2252001 Fax : 0124-2255133 E-mail ID : ms-gurgaon.hr@esic.in

ADVERTISEMENT FOR RECRUITMENT OF DOCTORS WALK-IN-INTERVIEW

Walk-in-Interview for the post of Full time Contractual Specialist (against regular specialist for One year tenure or till regular joins whichever is earlier), Senior Resident (for tenure of three years subject to renewal/extension every year) and Senior Resident (against GDMO's for tenure of One Year or till regular joins whichever is earlier).

Sl. No.	Name of Post	No. of Post	Department	Reservation	Reporting Place of Interview, Date & Time of Interview
1.	Contractual Specialist Full Time (One Year)	7*	Anesthesia-02 Skin-01 Radiology-01 Orthopedic-02 Obst.&Gynae-01	ST-01, OBC-03, UR-03.	Medical Superintendent's office on 21.09.2015 & 22.09.2015 at 9:00 AM
2.	Senior Resident (Three years)	5*	Obst & Gynae-01 ENT-01 Radiology-01 Medicine-02	SC-01, OBC-01, UR-02, ST-01.	
3.	Senior Resident (One years)	14*	Anesthesia-03 Surgery- 02 Orthopedic-01 ENT-01 ICU- 02 Obst.&Gynae-04 Pathology-01	SC-03, ST-01, OBC-02, UR-08.	

One post reserved for PWD.

Details can be downloaded from website www.esic.nic.in

Sd/-
Medical Superintendent

TIMES OF INDIA
TIMES OF INDIA
16 - 9 - 2015

**Build your nation.
Build your career.
Join us.**

Calling Management Trainees (Civil)
based on GATE 2016

National Buildings Construction Corporation Ltd. (NBCC), is a blue-chip Government of India Navratna Enterprise under the Ministry of Urban Development, with consolidated revenue of INR 5000 Crore. Listed with both the Stock Exchanges, the company's unique business model has today, made it stand out as a leader in its own right in the construction sector with more than INR 20000 Crore Order Book in hand and counting.

Certified with ISO 9001:2008 from the Bureau of Indian Standards in respect of Project Management & Consultancy, the Company's present areas of operations are categorized into three main segments, i.e. (i) Project Management Consultancy (PMC), (ii) Real Estate Development & (iii) EPC Contracting.

Candidates interested in joining us as Management Trainee (Civil) in the pay scale of Rs. 16400-40500 (IDA) (E-1) in 2016 are required to appear in GATE 2016 examination.

Eligibility Criteria:

1. Full Time Degree in Civil Engineering or equivalent from Govt. recognized University/Institute with 60% aggregate marks.
2. Upper age limit: 29 years.
3. The shortlisting of candidates for interview will be based on marks and scores of GATE 2016 examination.

PLEASE NOTE:

1. For details about GATE 2016 please refer to GATE website <https://appsgate.ilsc.ernet.in>.
2. The discipline and relevant GATE paper code - (Civil Engineering: CE)
3. Candidates interested in joining NBCC may apply in NBCC only after getting their GATE-2016 registration number.
4. Date of opening NBCC registration portal: last week of December 2015.
5. Tentative date of closing of NBCC registration: 30 days from the opening of online portal.

Advt. No. 19/2015

The detailed advertisement will be hosted on our website www.nbccindia.gov.in under the head "CAREER" in first week of November 2015.



National Buildings Construction Corporation Limited

(A Government of India Enterprise)
CIN-L74899DL1960GOI003335

An ISO 9001:2008 Company
(for Consultancy & Project Management Division)

NBCC Bhawan, Lodhi Road, New Delhi-110003

17-9-2015

**करियर का चुनहरा अवसर
राष्ट्र निर्माण के पथ पर**



**गेट 2016 के आधार पर
प्रबंधन प्रशिक्षुओं (सिविल) हेतु आमंत्रण**

नेशनल बिल्डिंग्स कंस्ट्रक्शन कारपोरेशन लि. (एनबीसीसी) ₹5000 करोड़ के समेकित राजस्व के साथ शहरी विकास मंत्रालय के अंतर्गत भारत सरकार का एक विश्वसनीय नवरत्न उद्यम है। दोनों स्टॉक एक्सचेंजों में सूचीबद्ध, कम्पनी का अद्वितीय बिजनेस मॉडल, ₹20000 करोड़ से अधिक के आर्डर बुक के साथ निर्माण क्षेत्र में विशिष्टता हासिल कर चुका है।

परियोजना प्रबंधन व परामर्श के सम्बन्ध में भारतीय मानक ब्यूरो से आईएसओ 9001:2008 से प्रमाणित, कम्पनी के प्रचालन के वर्तमान क्षेत्रों को मुख्यतः तीन श्रेणियों में विभक्त किया जा सकता है, अर्थात् (I) परियोजना प्रबंधन परामर्श (पीएमसी) (II) रियल इस्टेट विकास व (III) ईपीसी संविदाएं

प्रबंधन प्रशिक्षु (सिविल), वेतनमान ₹16400-40500 (आईडीए) (ई-1) के रूप में हमसे 2016 में जुड़ने के इच्छुक अभ्यर्थियों का गेट 2016 परीक्षा में शामिल होना अनिवार्य है।

अर्हता मानदंड :

- सरकारी मान्यता प्राप्त विश्वविद्यालय/संस्थान से 80% कुल अंकों के साथ सिविल इंजीनियरिंग या समकक्ष में पूर्णकालिक डिग्री
- अधिकतम आयु सीमा : 29 वर्ष
- साक्षात्कार हेतु अभ्यर्थियों का चयन गेट 2016 के अंकों और प्राप्तांकों के आधार पर किया जायेगा।

कृपया ध्यान रखें :

- गेट 2016 के बारे में अधिक जानकारी के लिए कृपया गेट की वेबसाइट <https://appsgate.lisc.ernet.in> देखें
- विषय और संबंधित गेट पेपर कोड - (सिविल इंजीनियरिंग : सीई)
- एनबीसीसी में शामिल होने के इच्छुक अभ्यर्थी केवल गेट-2016 पंजीकरण संख्या मिलने के बाद ही एनबीसीसी में आवेदन कर सकते हैं।
- एनबीसीसी पंजीकरण पोर्टल खुलने की तिथि : दिसम्बर 2015 का अंतिम सप्ताह।
- एनबीसीसी पंजीकरण समाप्ति की संभावित तिथि : ऑनलाइन पोर्टल के खुलने के 30 दिन बाद तक।

विज्ञापन सं. 19/2015

विरतुत विज्ञापन हमारी वेबसाइट www.nbccindia.gov.in
शीर्ष "CAREER" के तहत नवम्बर 2015 के पहले सप्ताह में जारी किया जाएगा।



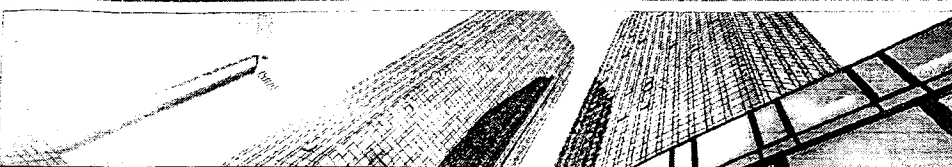
नेशनल बिल्डिंग्स कंस्ट्रक्शन कारपोरेशन लिमिटेड
(भारत सरकार का उद्यम)

CIN-L74899DL1960GOI003335



आईएस/आईएसओ 9001:2008 कम्पनी
(प्रमाणित तथा परीक्षण
प्रबंधन प्रणाली हेतु)

एनबीसीसी भवन, लोधी रोड, नई दिल्ली-110003



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Presidium offers job positions in the following categories: Sales, Business Development, Technical, and IT. Required education qualifications are B.Tech or B.E. in Tech/MCA. Candidates should be willing to work in different time zones. The following jobs are vacant: Hyderabad

Product Development Engineer
We are looking for a Product Development Engineer with 3-5 years of experience in developing software for the financial services industry. The candidate should have a B.Tech/MCA degree and be familiar with Java/JSP and Spring frameworks.

Business Development Executive
We are looking for a Business Development Executive with 3-5 years of experience in sales and business development in the financial services industry. The candidate should have a B.Tech/MCA degree and be familiar with the Indian market.

Software Engineer
We are looking for a Software Engineer with 3-5 years of experience in developing software for the financial services industry. The candidate should have a B.Tech/MCA degree and be familiar with Java/JSP and Spring frameworks.

Business Development Executive
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OPPORTUNITY GALORE - JUST GROW WITH US

	MR	ST	SR	SR	SR	SR	SR	SR
General Manager (GM)	1	1	1	1	1	1	1	1
Asst. General Manager (AGM)	1	1	1	1	1	1	1	1
Project Manager (PM)	1	1	1	1	1	1	1	1
Asst. Project Manager (APM)	1	1	1	1	1	1	1	1
General Manager (GM)	1	1	1	1	1	1	1	1
Asst. General Manager (AGM)	1	1	1	1	1	1	1	1
Project Manager (PM)	1	1	1	1	1	1	1	1
Asst. Project Manager (APM)	1	1	1	1	1	1	1	1
General Manager (GM)	1	1	1	1	1	1	1	1
Asst. General Manager (AGM)	1	1	1	1	1	1	1	1
Project Manager (PM)	1	1	1	1	1	1	1	1
Asst. Project Manager (APM)	1	1	1	1	1	1	1	1
General Manager (GM)	1	1	1	1	1	1	1	1
Asst. General Manager (AGM)	1	1	1	1	1	1	1	1
Project Manager (PM)	1	1	1	1	1	1	1	1
Asst. Project Manager (APM)	1	1	1	1	1	1	1	1
General Manager (GM)	1	1	1	1	1	1	1	1
Asst. General Manager (AGM)	1	1	1	1	1	1	1	1
Project Manager (PM)	1	1	1	1	1	1	1	1
Asst. Project Manager (APM)	1	1	1	1	1	1	1	1

NATIONAL BUILDINGS CONSTRUCTION CORPORATION LIMITED
NCC Building Construction Corporation Limited
NCC Building Construction Corporation Limited

Bhatnagar International School (Senior Secondary)

Bhatnagar International School (Senior Secondary) offers a variety of job positions. We are looking for candidates with a B.Tech/MCA degree and 3-5 years of experience. The positions include Business Development Executive, Software Engineer, and Product Development Engineer. For more details, please visit our website.

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- Sales Officers (min. 1-2 yrs Experience)
- Team Leaders (min. 3-6 yrs Experience)
- Fleet Managers (min. 5-6 yrs Experience)
- Corporate / Fleet Sales Officers (min. 1-2 yrs Experience)
- Procurement / Sales Officers - Used Cars (min. 2 yrs Experience)
- Front Desk Officers - Female Only (min. 1 yr Experience)
- Time-Marketing Executives - Female Only (min. 1 yr Experience)
- Service Advisors - General and BAP (min. 2 yrs Experience)
- Chief General Technicians (min. 3 yrs Experience)
- Auto Electricians (min. 2 yrs Experience)

E-Mail: hr@uttamttoyota.net
Contact us on : 9971333271 / 9971155228

OIS-AT

OIS Advanced Technology Pvt. Ltd. is looking for candidates for the following positions: **POST VICE PRESIDENT (Marketing)**, **POST GENERAL MANAGER (Marketing)**, and **POST SR MANAGER (Marketing)**. Candidates should have a B.Tech/MCA degree and 5-10 years of experience in marketing and sales. For more details, please visit our website.

SRM UNIVERSITY

Applying online for the post of faculty from highly qualified and talented candidates for the well established SRM University of the Green Development Centre

SOFT SKILLS

- Quantitative
- Verbal
- Hostel Warden

SRM UNIVERSITY
SRM Institute of Science and Technology

SRM UNIVERSITY

Application are invited from suitable candidates for the following Faculty Positions

Professor / Associate Professor / Asst Professor

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SRM Institute of Science and Technology

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Apply to e-mail: info@ajdhanigroup.com

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406, D-Block, Nisarga Subhash Plaza, Pitampura, Delhi-110048

Required Candidates for the following Positions

- Senior Executives-Marketing
- Chartered Accountant (Taxation & Finance)
- State Manager with 10 Yrs. Exp. in Commercial and Group Housing Projects
- Facility Mail Manager
- Electrical Engineer - Degree Holders

Candidates having at least 5 years experience in Real Estate or Construction Company will be preferred. Walk in interviews on 5th, 6th June 2015 between 12 Noon to 6 PM at our office above mentioned address.

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QA Manager **Personal Secretary**

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NBCC a Schedule "A" Navratna CPSU requires dynamic and result oriented persons on regular basis through Direct Recruitment for following positions:-

POST	UR	SC	ST	OBC	TOTAL	PWD
General Manager (FINANCE)	02	-	-	-	02	
Addl. General Manager (LAW)	01	-	-	-	01	
Dy. General Manager (ENGRG./CIVIL)	10	05	02	05	22	
Project Manager (CIVIL)	10	03	02	05	20	1-HH
Dy. Project Manager (CIVIL)	12	02	01	04	19	
Dy. General Manager (FINANCE)	05	02	01	01	09	00PH
Manager (FINANCE)	07	01	-	02	10	
Dy. General Manager (HRM)	01	-	-	01	02	
Manager (HRM)	04	-	-	01	05	
Dy. Manager (HRM)	02	-	01	01	04	00PH
Asstl. Manager (HRM)	04	01	-	02	07	1-HH
Asstl. Manager (LAW)	-	01	-	01	02	
Asstl. Manager (MARKETING)	-	-	-	-	01	00PH
Asstl. Manager (CO. SECRETARY)	01	-	-	-	01	
Sr. Stenographer	-	-	-	01	01	
Office Assistant (STENOGRAPHY)	-	-	-	03	03	

For further details log on NBCC's website www.nbccindia.gov.in under head: "CAREER" or see Employment News dated 13.06.2015; Submission of Online Application Opens on : 13.06.2015; Last date for Online Submission: 07.07.2015

ADVT. 06/2015

Executive Director (HRM)



**NATIONAL BUILDINGS CONSTRUCTION
CORPORATION LIMITED**
(A Government of India Enterprise)



NBCC BHAWAN, LODHI ROAD, NEW DELHI-110003
CIN : L74899DL1960GOI003335



NATIONAL BUILDINGS CONSTRUCTION CORPORATION LIMITED

(A Government of India Enterprise)

NBCC Bhawan, Lodhi Road, New Delhi-110003
 CIN: L74999DL1960G1003335



An IS/ISO 9001:2008
 Company
 (for Consultancy & Project
 Management Division)

NBCC a Schedule "A" Navratna CPSU requires dynamic and result oriented persons on regular basis through Direct Recruitment for its operation. ADVT. 06/2015

CURRENT / SHORTFALL / BACKLOG VACANCIES

Sl. No.	Post/Scale of pay (IDA)/ No. of vacancies	Upper Age as on Closing date	Essential Qualification	Essential Post Qualification Experience
1.	General Manager (Finance) E-6 (₹36600-62000) TOTAL - 02 UR-02	49 Years	Associate / Fellow Member of ICAI/ICWAI or Full Time MBA (Finance) from Government recognized University / Institute.	15 years experience, out of which 2 years experience in one step below post in the scale of pay of ₹32900-58000 (IDA) or CDA pay scale ₹ 37400-67000, GP-8700, if working in PSU / Government or otherwise drawing minimum annual CTC of ₹ 15 Lacs, if working in private sector / banks. Should have experience in managing working capital both at Unit and Corporate level. Should have experience of finalization of accounts at unit level and consolidation of accounts at corporate level. Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. Should have exposure to preparation and monitoring Budgets at the corporate level including initiative for cost control. Should have knowledge of direct and indirect taxes relevant for construction companies. Should have experience of handling internal, statutory and government audits. Should also be conversant with tendering procedure in PSU / Government organization and familiarity with computerized system.
2.	Addl. General Manager (Law) E-5 (₹32,900-58,000) TOTAL - 01 UR-1	45 Years	Full Time Degree in Law from Government recognized Institute / University. Must be an enrolled advocate.	12 years experience out of which 2 years experience in one step below post in the scale of pay of ₹29100-54500 (IDA) or CDA pay scale ₹15600-39100, GP-7600, if working in PSU / Government or otherwise drawing minimum annual CTC of ₹12 Lacs, if working in private sector / banks. The Candidate should have sound knowledge of Company laws, Arbitration Matters, Contracts, Property Matters, Civil & Criminal Cases & Stay Orders. Candidate should have exposure in service Matters, Employee Disciplinary matters, Industrial dispute act issues. Should have hand on experience in Contract Law Suite, Draft of deeds, Licenses & Permissions, Govt. Audit, Agreements, Legal Document Preparation. Candidates having knowledge and proficiency in use of Computer will be preferred.
3.	Dy. General Manager (Engg.)-Civil E-4 (₹29100-54500) TOTAL - 22 UR-10 SC-5 ST-2 OBC-5	41 years.	Full time Degree in Civil Engineering or equivalent from Government recognized University/Institute with 60 % aggregate marks.	09 years experience in the field of PMC / EPC / Real Estate / Infrastructure, out of which 2 years experience in one step below post in the scale of pay of ₹24900-50500 (IDA) or CDA pay scale ₹15600-39100, GP-6600, if working in PSU / Government or otherwise drawing minimum annual CTC of ₹09 Lacs, if working in private sector / banks. The candidate should have relevant experience in construction related activities i.e. execution / supervision of construction works involving earthwork, piling, road works, underground piping, building works, RCC works, like deep foundations, foundation of structures for heavy equipment, structural steel works for industrial buildings, technological structure and large value civil engineering projects etc. Candidate should have handled contract, closing of projects. Knowledge of ISO requirements for Quality Management System and HSE requirements at project sites will be an added advantage. Alternatively candidate should have experience in design, Coordination with various agencies involved like client, consultants, contractors, Estimation, Tendering, Rate analysis and Contract Management of construction Projects etc. Knowledge of CPWD conditions of contract and Specifications will be an added advantage. Candidates should have proficiency in use of Computer will be preferred.
4.	Project Manager -Civil E-3 (₹24900-50500) TOTAL - 20 UR-10 SC-3 ST-2 OBC-5 INCLUDING HM-1	37 years	Full time Degree in Civil Engineering or equivalent from Government recognized University/Institute with 60 % aggregate marks.	06 years experience in the field of PMC / EPC / Real Estate / Infrastructure. The candidate should have relevant experience in construction related activities i.e. execution / supervision of construction works involving earthwork, piling, road works, underground piping, building works, RCC works, like deep foundations, foundation of structures for heavy equipment, structural steel works for industrial buildings, technological structure and large value civil engineering projects etc. Candidate should have handled contract, closing of projects. Knowledge of ISO requirements for Quality Management System and HSE requirements at project sites will be an added advantage. Alternatively candidate should have experience in design, Coordination with various agencies involved like client, consultants, contractors, Estimation, Tendering, Rate analysis and Contract Management of construction Projects etc. Knowledge of CPWD conditions of contract and Specifications will be an added advantage. Candidates should have proficiency in use of Computer will be preferred.
5.	Dy. Project Manager -Civil E-2 (₹20600-46500) TOTAL - 19 UR-12 SC-2 ST-1 OBC-4	33 years	Full time Degree in Civil Engineering or equivalent from Government recognized University/Institute with 60 % aggregate marks.	03 years experience in the field of PMC / EPC / Real Estate / Infrastructure. The candidate should have relevant experience in construction related activities i.e. execution / supervision of construction works involving earthwork, piling, road works, underground piping, building works, RCC works, like deep foundations, foundation of structures for heavy equipment, structural steel works for industrial buildings, technological structure and large value civil engineering projects etc. Candidate should have handled contract, closing of projects. Knowledge of ISO requirements for Quality Management System and HSE requirements at project sites will be an added advantage. Alternatively candidate should have experience in design, Coordination with various agencies involved like client, consultants, contractors, Estimation, Tendering, Rate analysis and Contract Management of construction Projects etc. Knowledge of CPWD conditions of contract and Specifications will be an added advantage. Candidates should have proficiency in use of Computer will be preferred.
6.	Dy. General Manager (Finance) E-4 (₹29100-54500) TOTAL - 09 UR-5 SC-2 ST-1 OBC-1 INCLUDING OPH-1	41 years.	Associate / Fellow Member of ICAI/ICWAI or Full Time MBA (Finance) from Government recognized University / Institute with aggregate 60% marks in MBA (Finance).	09 years experience, out of which 2 years experience in one step below post in the scale of pay of ₹24900-50500 (IDA) or CDA pay scale ₹15600-39100, GP-6600, if working in PSU / Government or otherwise drawing minimum annual CTC of ₹09 Lacs, if working in private sector / banks. Should have experience in managing working capital both at Unit and Corporate level. Should have experience of finalization of accounts at unit level and consolidation of accounts at corporate level. Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. Should have exposure to preparation and monitoring Budgets at the corporate level including initiative for cost control. Should have knowledge of direct and indirect taxes relevant for construction companies. Should have experience of handling internal, statutory and government audits. Should also be conversant with tendering procedure in PSU / Government organization and familiarity with computerized system.
7.	Manager (Finance) E-3 (₹24900-50500) TOTAL - 10 UR-7 SC-1 OBC-2	37 years	Associate/Fellow Member of ICAI/ICWAI or Full Time MBA (Finance) from Government recognized University / Institute with aggregate 60% marks in MBA (Finance).	Should have 06 years experience in managing working capital both at Unit and Corporate level. Should have experience of finalization of accounts at unit level and consolidation of accounts at corporate level. Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. Should have exposure to preparation and monitoring Budgets at the corporate level including initiative for cost control. Should have knowledge of direct and indirect taxes relevant for construction companies. Should have experience of handling internal, statutory and government audits. Should also be conversant with tendering procedure in PSU / Government organization and familiarity with computerized system.
8.	Dy. General Manager (HRM) E-4 (₹29100-54500) TOTAL - 02 UR-1 OBC-1	41 years	Full time MBA / MSW / two years Post Graduate Diploma in Management from Government recognized University / Institute with Specialization in HRM / PM / IR as major subject with 60% aggregate marks	09 years experience out of which 2 years experience in one step below post in the scale of pay of ₹24900-50500 (IDA) or CDA pay scale ₹15600-39100, GP-6600, if working in PSU / Government or otherwise drawing minimum annual CTC of ₹09 Lacs, if working in private sector/banks. Functional capabilities should be inclusive of thorough knowledge of labour laws and service regulations, Disciplinary matters, application of HRM concepts, tools and practices, such as manpower planning, Performance management, career planning, succession planning, competency modeling, competency appraisal etc. Exposure in industrial relations having multiple trade unions scenario is desirable. Experience in latest HR Practices and Policies, dealing with retention and attrition aspects. Candidates having knowledge and proficiency in use of Computer will be preferred. Desirable Qualification: Degree in Law
9.	Manager (HRM) E-3 (₹24900-50500) TOTAL - 05 UR-4 OBC-1	37 years	Full time MBA / MSW / two years Post Graduate Diploma in Management from Government recognized University / Institute with Specialization in HRM / PM/IR as major subject with 60% aggregate marks.	Candidates having 6 years experience and working in PSU / Gov. / large Private Sector in Middle level capacity in HRM are eligible to apply. Functional capabilities should be inclusive of thorough knowledge of labour laws and service regulations, Disciplinary matters, application of HRM concepts, tools and practices, such as manpower planning, Performance management, career planning, succession planning, competency modeling, competency appraisal etc. Exposure in industrial relations having multiple trade unions scenario is desirable. Experience in latest HR Practices and Policies, dealing with retention and attrition aspects. Candidates having knowledge and proficiency in use of Computer will be preferred. Desirable Qualification: Degree in Law
10.	Dy. Manager (HRM) E-2 (₹20600-46500) TOTAL - 4 UR-2 ST-1 OBC-1 INCLUDING VH-LV-1	33 years	Full time MBA / MSW / two years Post Graduate Diploma in Management from Government recognized University / Institute with Specialization in HRM / PM/IR as major subject with 60% aggregate marks.	Candidates having 3 years experience and working in PSU / Gov. / large Private Sector in HRM discipline are eligible to apply. Functional capabilities should be inclusive of thorough knowledge of labour laws and service regulations, Disciplinary matters, application of HRM concepts, tools and practices, such as manpower planning, Performance management, career planning, succession planning, competency modeling, competency appraisal etc. Exposure in industrial relations having multiple trade unions scenario is desirable. Experience in latest HR Practices and Policies, dealing with retention and attrition aspects. Candidates having knowledge and proficiency in use of Computer will be preferred. Desirable Qualification: Degree in Law

11. ASSTT. MANAGER (HRM) E-1 (₹16400-40500) TOTAL - 7 UR-4 OC-1 OC-2 INCLUDING VH-LV-1	30 Years	Full time MBA / MSW / two years Post Graduate Diploma in Management from Government recognized University / Institute with Specialization in HRM / PM/IR as major subject with 60% aggregate marks.	Candidates having 2 years experience and working in PSU / Gov. / large Private Sector in HRM discipline are eligible to apply. Functional capabilities should be inclusive of thorough knowledge of labour laws and service regulations, Disciplinary matters, application of HRM concepts, tools and practices, such as manpower planning, Performance management, career planning, succession planning, competency modeling, competency appraisal etc. Exposure in industrial relations having multiple trade unions scenario is desirable. Experience in latest HR Practices and Policies, dealing with retention and attrition aspects. Candidates having knowledge and proficiency in use of Computer will be preferred. Desirable Qualification: Degree in Law
12. ASSTT. MANAGER (Law) E-1 (₹16400-40500) TOTAL - 2 SC-1 OBC-1	30 Years	Full time Degree in Law from Government recognized Institute / University. Must be an enrolled advocate	2 years experience. The Candidates should have experience as interns / junior advocate. Exposure in service matters, employee disciplinary matters, industrial dispute issues: Legal document preparation. Candidates having knowledge and proficiency in use of Computer will be preferred.
13. ASSTT. MANAGER (Marketing) E-1 (₹16400-40500) TOTAL - 1 OPH-1	30 Years	Full time MBA/ two years Post Graduate Diploma in Management and specialization in Marketing as major subject, from Government recognized Institute / University with 60 % aggregate marks.	Total 02 years experience in business development /marketing. Responsible for generating sales with existing customers and developing opportunities with new customer. Business development/marketing of Real Estate projects (Commercial / residential properties). Sales & marketing of commercial / residential properties. Liaisoning between customers and the company for up-to-date status of service, pricing and new project release launches. Developing sales strategies and setting targets. Should have proven abilities in devising result oriented plans for augmenting business, developing new markets segments, pre-sales efforts and targeted marketing. Establishing, maintaining and expanding customer base increasing business opportunities through various channels to market. Should be able to generate cross functional collaboration with various functionaries like banks, finance institutions etc. Should have sound knowledge of banking procedures, home / property loans, property shows, documentation like sale deeds / conveyance deeds, tripartite agreement with banks, financial institutions and skills of negotiation and finalizing of deals. Preference will be given to candidates working in Real Estate Sector / Banking Sector / Financial Service sector. Should have knowledge and proficiency in use of computers.
14. ASSTT. MANAGER (Company Secretary) E-1 (₹16400-40500) TOTAL - 1 UR-1	30 Years	Qualified Company Secretary (Associate Company Secretary)	02 years experience. Candidate should have excellent communication and drafting skills. Adequate experience required in legal compliance as per Companies Act, 1956 and SEBI regulations/e-filing of documents with exposure to public issue/dividend related matters, handling of investor's grievances and coordination with other regulatory agencies, stock Exchanges, ROC etc. Candidates having knowledge and proficiency in use of Computer will be preferred.
15. Sr. Stenographer S-2 (₹9760 (open ended)) TOTAL - 1 OBC-1	25 Years	Graduate in any stream. Stenography / typing speed in English 110/50 wpm and stenography / typing speed in Hindi 100/40 wpm	2 years previous experience in stenography line
16. Office Assistant (Stenography) W-3 (₹7,300 (Open Ended)) TOTAL - 3 OBC-3	22 Years	Graduate in any stream. Speed in English and Hindi Shorthand 70/70 wpm and typing speed on Computer 35/30 wpm respectively.	NIL

PROCEDURE FOR APPLYING:

The candidates are required to apply online. The relevant link will be made available from 0000 hrs. on 13.06.2015 under the head "CAREER" of NBCC website i.e. www.nbccindia.gov.in. Online submission of application will be allowed on the website up to 2359 hrs. on 07.07.2015. No other mean / mode of the application shall be accepted. Before filling application online, candidates should keep ready scanned copy of passport size photograph & signature in jpg/peg format (Photo size less than 500 KB and signature size less than 200 KB). Fill in the online form with all the relevant details. Upload scanned copy of the photograph & signature. Candidates should ensure that the relevant details viz. Name, Date of Birth, Address, etc. entered in NBCC online application should be correct. Detailed procedure regarding payment of fees is explained under "PAYMENT OF APPLICATION FEE".

PAYMENT OF APPLICATION FEE

- Applicants/Candidates are required to pay a non-refundable amount of ₹1000/- for Executive Posts (E-1 & above) & ₹ 500/- for Non-Executive Posts. (Sr. Stenographer/ Office Assistant (Stenography) (Candidate will be levied service tax and service charge from their transaction bank, as applicable). SC, ST, PWD & Departmental candidates are exempted from payment of application fee.
- Candidates are required to make application fee payment through debit card/credit card/net-banking. The candidate will be automatically/redirected to make online payment (wherever fees is applicable), once the form is successfully completed.
- No other mode of payment will be accepted. Application fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before payment of application fee.

SELECTION PROCEDURE

The Selection procedure will be decided by NBCC depending upon the response received against each post. The selection criteria can be by way of Personal Interview or by way of Group Discussion & Personal Interview or written test followed by Group Discussion & Personal Interview or by any other appropriate way. Decision of NBCC will be final in this regard. The names of shortlisted candidates will be displayed on www.nbccindia.gov.in under head "CAREER". Separate individual e-mails will be sent to the shortlisted candidates. The final selection of the candidates will be based on the performance in the Personal Interview, whereafter the "Offer of Appointment" shall be issued. Selected candidates will be on probation for one year.

GENERAL INSTRUCTIONS

- Candidates applying for more than one post should apply separately for each post.
- Fee, once paid, will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying the application fee.
- Candidates can appear for GD & Personal Interview either in English or in Hindi language as per their choice.
- Candidates are advised to give specific, correct, full information. All original certificates/documents in support of information furnished in the application form are to be produced at the time of GD / Personal Interview / written test, failing which the candidates will be disqualified for appearing in GD / Personal Interview/written test. Candidature of the candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- Persons with Disability can also apply for any of the above post in accordance with DOPT OM No. 36035/3/2004-Estt(Res) dated 29.12.2005. Disability of applicants applying against the posts reserved for disabled persons should not be less than 40%. Reservation against sub-quota for minority community in the post reserved for OBC (NCL) will be applicable as per DPE's OM No 6/6/2011-DPE(SC/ST) dated 02.01.2012.
- The upper age limit indicated is for general category of candidates. Age relaxation for SC/ST/OBC (NCL)/Persons with Disabilities (PWD) will be as per Government guidelines in this regard. Age Relaxation for Ex-Serviceman will be service rendered in the Armed forces plus 03 years. Departmental candidate will be given age relaxation of five years provided they have at least three years of service left before superannuation. Candidates from reserved category such as SC/ST/OBC (NCL) can also apply against the unreserved posts. However, age relaxation will not be allowed to such category candidates against unreserved posts.
- In case of variation in name, surname / name spelling mentioned in the application with that in

the respective certificates pertaining to education / professional qualification / caste / etc., the applicant shall be required to submit a certificate from SDM or equivalent to this effect along with the respective documents at the time of interview, failing which the candidature shall be liable to be cancelled. In case of change of surname of female after her marriage, the candidate is required to furnish marriage certificate and notarized affidavit in this regard.

- Relaxation of standard in selection against reserved vacancies - if sufficient number of reserved category persons are not available on the basis of laid down general standards, the general standards could be relaxed suitably to fill up the reserved posts.
- The crucial date for determining the age limit & post qualification experience shall be the closing date of online application. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account. Post qualification experience on a post / level shall be counted from the said date onwards.
- Candidates working in Government, Semi-Government Organization/Public Sector Undertakings and Autonomous Bodies should apply through proper channel or furnish "NO OBJECTION CERTIFICATE" at the time of GD / written examination / personal interview. However, in the event of difficulty in getting NOC from their parent department, they may submit an undertaking at the time of GD / written examination/interview that they will not claim any service transfer benefits / protection of pay in case of their selection. However, they have to produce the proper relieving order from their organization, in the event of their selection, at the time of reporting for joining.
- Only SC/ST/PWD Candidates called for Test / Group Discussion / Personal Interview will be paid to and fro (3rd AC in case of E-1 level to E-5 level posts and Second Class in case of S-2 and W-3 posts) rail fare or bus fare from the nearest railway station / Bus Stand of the declared place of residence by the shortest route beyond 30 km. on production of proof of journey undertaken and onward journey.
- Selected candidates will be required to serve in any part of India or abroad including its subsidiaries & JVs companies as per the discretion/requirement of the Company.
- Wherever CGPA/OGPA or grading system in a degree / diploma is awarded; equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute. The candidate will have to produce a copy of these norms with respect to his/her university/institute at the time of GD / Personal Interview.
- The mere fact that a candidate has submitted application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely called for interview / considered further for selection process. In case of overwhelming response, NBCC reserves the right to shortlist the candidates by fixing revised eligibility criteria. In case of non suitability of candidates for the post applied for, NBCC at its discretion can offer a suitable post in the lower level. Only shortlisted candidates will be intimated through email or by post for the proposed written test/GD/Personal Interview.
- Candidates should bring copy of printout of online filled application form and interview call letter along with photograph and attested copies of documents viz. (a) matriculation/secondary certificate as proof of date of birth (b) complete set of mark sheets / degree certificate in support of qualification (c) proof of complete experience along with pay scales for each position held (d) caste certificate in format prescribed by Govt. of India (if applicable) (e) disability certificate issued by the competent authority (if applicable) & (f) Pay-in-slip (if applicable) along with all original certificates / experience certificates for verification.
- Fringe Benefits: HRA, CPF, Gratuity, Leave Encashment, Perks, Performance Related Pay etc. will be admissible as per NBCC Rules, as applicable from time to time.
- No. of vacancies mentioned above may increase or decrease depending upon the requirement of the Company.
- NBCC reserves the right to cancel this advertisement and/or the selection process for any of the above posts without assigning any reason.
- Candidates are advised to keep their e-mail ID active at least for one year. No change in e-mail ID will be allowed once entered. All future correspondence shall be sent via e-mail only.
- Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website www.nbccindia.gov.in under head "CAREER". No further press advertisement will be given. Hence prospective applicants are advised to visit NBCC website regularly for above purpose.
- Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
- Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or applications in response thereto shall be subject to jurisdictions of Courts at Delhi. In case of any ambiguity / dispute arising on account of interpretation other than English, the English version will prevail.



DELHI DEVELOPMENT AUTHORITY

Vikas Sadan, INA Colony, New Delhi-110023

Special Recruitment Drive for Persons with Disabilities

Opening Date of online registration
05/10/2015 (10.00 AM)

Closing Date of online registration
02/11/2015 (Upto : 06.00 PM)

Online applications are invited from the eligible candidates for following posts in DDA :

- 1) Senior Law Officer, 2) Assistant Executive Engineer (Civil), 3) Assistant Director (Ministerial), 4) Legal Assistant, 5) Programmer, 6) Planning Assistant, 7) Junior Engineer (Civil), 8) Sectional Officer (Horticulture), 9) Assistant.

The complete Notification is available on websites of Delhi Development Authority www.dda.org.in which may be referred for further details.

Commissioner(Personnel)

DELHI DEVELOPMENT AUTHORITY

SPECIAL RECRUITMENT DRIVE FOR FILLING UP THE POSTS RESERVED FOR PERSONS WITH DISABILITY

1. Applications are invited ""On-Line" at DDA's website www.dda.org.in from eligible candidates as per the criteria laid down below for filling up of the various posts reserved for Persons with Disability (PwD) in the following categories. The details of the post, pay scales and eligibility conditions are as follows :

Post Code	Name of the post	Group	Pay Band/ Grade pay	Age as on 01.06.2015	Qualifications as per RRs	No. of vacancies	Category of PwD for which post is reserved		
							VH	HH	OH
01	Senior Law Officer	A	15600-39100/- Plus GP Rs. 6600/- (PB-3)	Not exceeding 35 yrs	(i) Possessing Regular Degree in Law (entitling the incumbent for Registration at bar and appearing before the Courts) from a recognized University or equivalent; and (ii) 07 years experience at bar.	1	1	-	-
02	Assistant Executive Engineer (Civil)	A	15600-39100/- Plus GP Rs. 5400/- (PB-3)	21-30 years	Degree in Civil Engineering or equivalent from a recognised University/ Institution	1	-	1	-
03	Assistant Director (Ministerial)	B	9300-34800/- Plus GP Rs. 4800/- (PB-2)	Not exceeding 30 yrs	Master of Business Administration or equivalent with specialization in Personnel, HR, Industrial Relation, Real Estate/Urban Management, Finance & Marketing	4	2	1	1
04	Legal Assistant	B	9300-34800/- Plus GP Rs. 4600/- (PB-2)	Not exceeding 30 yrs	(i) Possessing Regular Degree in Law (entitling the incumbent for Registration at bar and appearing before the Courts) from a recognized university or equivalent; and (ii) 03 years experience at bar.	3	2	-	1

Post Code	Name of the post	Group	Pay Band/ Grade pay	Age as on 01.06.2015	Qualifications as per RRs	No. of vacancies	Category of PwD for which post is reserved		
							VH	HH	OH
05	Programmer	B	9300-34800/- Plus GP Rs. 4200/- (PB-2)	Not exceeding 30 yrs	(i)Engineering Degree in Computer Science/Computer Engineering/Electronics from a recognized university or Engineering College/ institute. OR (ii)Master Degree in Computer Science/Computer Application from a recognized University, Engineering College/Institute. OR (iii)Should have passed 'B' Level examination from the Deptt. Of Electronics Accreditations of Computer Course (DOEACC). One year experience in Software Development, RDBMS and Data Processing.	1	-	-	1
06	Planning Assistant	B	9300-34800/- Plus GP Rs. 4600/- (PB-2)	Not exceeding 30 yrs	Bachelor Degree in Planning/ Architecture from a recognized University /Institute or equivalent.	1	-	1	-
07	Junior Engineer (Civil)	B	9300-34800/- Plus GP Rs. 4200/- (PB-2)	Between 18 to 27 years	Diploma in Civil Engineering from a University/Institute recognised by Central Government/State Government or equivalent qualification	5	-	3	2
08	Sectional Officer (Horticulture)	B	9300-34800/- Plus GP Rs. 4200/- (PB-2)	Not exceeding 30 yrs	Bachelor Degree in Agriculture or Horticulture or Forestry from a Recognised University /Institute or equivalent	3	-	2	1
09	Assistant	B	9300-34800/- Plus GP Rs. 4600/- (PB-2)	Not exceeding 30 yrs	(i).Bachelor's Degree or equivalent from any recognized university. (ii).Computer Proficiency.	6	2	2	2

2. Number of vacancies indicated above may increase/decrease or even reduce to zero depending upon requirement and availability or non-availability of vacancies due to one or another reason(s). No notification/corrigendum shall be issued for any such change.

Note:— For the posts reserved for Persons With Disability (PwD), disabilities are defined as under:-

- (i) **VH- Visually Handicapped**
- (ii) **HH-Hearing Handicapped**
- (iii) **OH-Orthopedically Handicapped**

3. IMPORTANT

- (i) **The minimum disability should not be less than 40%.**
- (ii) **Candidates to ensure their eligibility for the post applied for :**

The Candidates applying for the above post should ensure that they fulfill all eligibility conditions for the post applied for. Their admission to all the stages of the examination will be **purely provisional** subject to satisfying the prescribed eligibility conditions. Mere issue of admission certificate to the candidate will not imply that his/her candidature has been finally cleared by the Delhi Development Authority. The DDA take up verification of eligibility conditions with reference to original documents only after the candidate has qualified for interview / personality test / skill test etc. (as applicable).

If on verification at any time before or after the written examination, and interview, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled by the DDA. If any of their claims is found to be incorrect, they may render themselves liable to disciplinary action by the DDA, as deemed fit.

4. ALL COMMUNICATION /ELECTRONICS DEVICES BANNED.

(a) Mobile phones, pagers or any other communication/electronics devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail disciplinary action against such candidates including ban from future examinations.

(b) Candidates are advised in their own interest not to bring any of the banned items including mobile phones/pagers to the venue of the examination, as arrangement for safe-keeping cannot be assured.

(c) Candidates are advised not to bring any valuable/costly items to the examination halls, as safekeeping of the same cannot be assured. DDA will not be responsible for any loss in this regard.

5. Eligibility Conditions :

(i) Nationality

A candidate must be either:

- (a) A citizen of India, or
- (b) A subject of Nepal, or
- (c) A subject of Bhutan, or
- (d) A Tibetan refugee who came over to India, before the 1st January 1962, with the intention of permanently settling in India, or
- (e) A person of Indian origin who has migrated from Pakistan, Burma, Sri Lanka, East African countries of Kenya, Uganda, the United Republic of Tanzania (Formerly Tanganyika and Zanzibar) , Zambia, Malawi, Zaire, Ethiopia and Vietnam with the intention of permanently settling in India.

Provided that a candidate belonging to categories (b), (c), (d) and (e) above shall be a person in whose favour a certificate of eligibility has been issued by the Government Of India.

A candidate in whose case a certificate of eligibility is necessary may be admitted to the examination / tests etc but the offer of appointment will be given only after submission of the necessary eligibility certificate issued to him/her by the Government of India in DDA office.

6. Age Relaxation:

- i) Upto a maximum of 05(five) years if a candidate belongs to a Scheduled Caste or a Scheduled Tribe.
- ii) Upto a maximum of 03(three) years in the case of candidates belonging to Other Backward Classes who are eligible to avail of reservation applicable to such candidates.
- iii) Upto a maximum of 10 (ten)years in the case of **visually impaired, hearing impaired and orthopedically impaired** persons with disability as notified by the Govt. of India from time to time.

Thus, an unreserved handicapped candidate will be eligible for relaxation in upper age limit of 10 years, for SC/ST candidate 15 years and OBC candidate for 13 years.

- iv) The date of birth accepted by the Delhi Development Authority is that entered in the Matriculation or Secondary School Leaving Certificate or in a certificate recognised by an Indian University as equivalent to Matriculation or in an extract from a Register of Matriculates maintained by a University, which extract must be certified by the proper authority of the University or in the Higher Secondary or an equivalent examination certificate.
- v) No other document relating to age like horoscopes, affidavits, birth extracts from Municipal Corporation, service records and the like will be accepted.
- vi) The expression Matriculation/Secondary Examination Certificate in this part of the instruction includes the alternative certificates mentioned above.
- vii) Relaxable for Govt. Employees & the employee of the DDA in accordance with the instructions issued by the Central Govt.

NOTE :

Candidates should note that no subsequent request for change of date of birth will be considered or granted.

7. Selection Procedure:

A written competitive examination for category of posts at Sl. No. 1, 2, 3 & 4 above comprising of objective type questions shall be conducted followed by an interview of shortlisted candidates. For Sl. No. 5 to 9 the selection will be on the basis of a written examination only. The standard and syllabus of the examination will be of the level of prescribed minimum qualification. The medium of the written examination will be Hindi / English only. The question paper shall be of 02 hours duration of 120 marks consisting of 120 questions of objective type (multiple choice questions) of the respective discipline. Interview shall be of 20 marks, wherever prescribed.

(i) Penalty for wrong answers:

Candidates should note that in order to discourage the guess work, there will be penalty of 0.33 (negative marking) for wrong answers / multiple answers marked by a candidate in the objective type question papers.

- (ii) Minimum passing marks for candidates of UR category shall be 50%, for OBC category 45% and for the candidates belonging to SC/ST will be 40% marks followed by interview of shortlisted candidates. The minimum passing percentage shall be applicable for written examination as well as for aggregate of written examination and interview (wherever prescribed). The merit shall be decided by the aggregate of marks obtained in the aforesaid written examination and interview (wherever prescribed) taken together.

8. Preparation of Merit:

A merit list of all the successful candidates for respective posts shall be prepared separately on the basis of marks secured by the candidates in written examination as well as in the interview, wherever prescribed.

However, in case two or more candidates acquire same merit position, then their date of birth shall be deciding factor to determine their merit, i.e. the elder candidate shall be placed higher in the merit-list.

9. General Conditions:

(i) Provision for Visually handicapped (VH) candidates:

- (a) All the visually handicapped (VH) candidate with visual disabilities not less than forty percent (40%) including blind and partially blind persons who applied for the examination can avail the assistance of a Scribe. Scribe will be provided by the Delhi Development Authority only to such candidates who have sought a Scribe in the online application form. Medium in which the candidate will take the examination will be taken into account for providing the Scribe. No attendant will be allowed with such VH candidates inside the examination premises.

(b) Candidates who are able to read the question paper and write/indicate the answer with the help of magnifying glass shall be allowed to use the magnifying glass in the examination hall. Such candidates will not be treated as visually handicapped candidates for the purpose of availing the assistance of scribe. Such candidates will have to bring their own magnifying glass in the examination hall and shall not be provided with a Scribe.

(c) "One eyed" and Visually Handicapped candidates whose degree of visual disability is less than forty percent (40%) shall not be provided a scribe.

(d) The compensatory time for Persons with Disabilities will be allowed as prescribed under the rules.

(ii) No TA/DA will be paid to any candidate for appearing in the written competitive examination, as well as interview.

(iii) The selected candidate shall be asked to furnish a surety bond of Rs. 2,00,000/- (Rupees two lakhs only). If he/she leaves the services of the Authority before completion of three year service(Probation of two year + one year regular service thereafter), the surety furnish by the candidates shall be forfeited.

(iv) All the terms & conditions prescribed for appointment as a Probationer Trainee shall also be applicable.

(v) **Period of Probation** : During the probation period of two years, the selected candidates will be given in house training regarding departmental procedures etc.

10. Verification of documents:

Shortlisted candidates who are successful in the written examination shall be called to appear before the interview board wherever prescribed along with original documents.

It shall be mandatory for the candidates to appear before the interview board or at the time of document and identity verification with the following original documents alongwith self-attested one photo state copy of the same on the date specified for the purpose for verification of his/her original documents:-

- (i) System generated printout of application with candidate's scanned photograph and signature.
- (ii) Certificate/ Marks-sheet of Secondary School Exam in which date of birth of the candidate is indicated.
- (iii) Degrees & Certificates of all educational and professional/ higher qualification, along with marks-sheets of all years/ semesters.
- (iv) Certificate of SC /ST/ OBC, as the case may be, issued by the concerned competent authority (if applicable).
- (v) Medical Certificate (indicating type & percentage of disability) issued by the concerned competent authority.
- (vi) All other documents, as per details given in the advertisement and/or call letter.
- (vii) In case a candidate does not appear before the interview board along with original documents, he/she shall not be eligible for appointment and his/her candidature shall be rejected. No second opportunity shall be provided for verification of documents in any case.

Where selection is on the basis of written examination only, verification of documents as well as of identity will be done before issuing offer/appointment letter, the date of which will be intimated separately.

11. HOW TO APPLY:

(i) Candidates are required to apply Online by logging on to the website <http://www.dda.org.in> Detailed instructions for filling up online applications are available on the above mentioned website. Brief instructions for filling up the "Online application form" are given in **Appendix-I**. The candidates must go through these instructions carefully and follow them.

The candidate is required to upload a scanned (digital) image of his/her recent photograph (less than 100 KB) and signature (less than 50 KB) After submission of the application form online, the applicant is also required to upload the legible scanned copy of the disability certificate (in PDF format and maximum size should be 3 MB). The disability certificate should be issued by the competent medical authority. If an applicant fails to upload the scanned copy of the disability certificate, in that case application form submitted online shall not be considered.

The applicants are advised to submit only single application; however, if due to any unavoidable situation, if he/she submits another/multiple applications, then he/she must ensure that application with the higher Registration ID (RID) (i.e. the application which is registered later) is complete in all respects like applicants' details, photograph, signature, disability certificate etc. The applicants who are submitting multiple applications should note that only the applications with higher RID shall be entertained by the DDA.

(ii) **IMPORTANT DATES**

Website Link open date	05/10/2015	10.00AM
Website link close date	02/11/2015	till 06.00 PM
Tentative Month of Examination	December 2015	

NOTE: All these dates are tentative and in case of any situation beyond control, these dates may be changed at any time. Information about such change(s), if any, will be given on website. Candidates are advised to remain in touch with website for information regarding this recruitment process and changes in the schedule, if any.

(iii) The eligible candidates shall be issued an e-Admission Certificate three weeks before the commencement of the examination. The e-Admission Certificate will be made available in the DDA website [<http://www.dda.org.in>] for downloading by candidates. No Admission Certificate shall be sent by post.

(iv) **FACILITATION COUNTER FOR GUIDANCE OF CANDIDATES:**

In case of any guidance/information/clarification regarding their applications, candidature etc. candidates can contact DDA's Facilitation Center at Vikas Sadan, INA, New Delhi in person, or over Telephone No. 011-24649644 on working days between 10.00 hrs and 17.00 hrs.

iv) All candidates, whether already in Government service, Government owned industrial undertakings or other similar organisations or in private employment should required to submit NOC from their present employer before issue of offer/appointment letter.

v) Persons already in Government service, whether in a permanent or temporary capacity or as work charged employees other than casual or daily rated employees or those serving under the public enterprises are however, required to submit an undertaking that

they have informed in writing to their Head of Office/Department that they have applied for the Examination. Candidates should note that in case a communication is received from their employer by the DDA withholding permission to the candidates applying for/appearing at the examination, their application will be liable to be rejected/candidature will be liable to be cancelled.

A candidate who is or has been declared by the DDA to be guilty of :

(i) Obtaining support for his/her candidature by the following means, namely :-

(a) offering illegal gratification to, or

(b) applying pressure on, or

(c) blackmailing, or threatening to blackmail any person connected with the conduct of the examination, or

(ii) impersonating, or

(iii) procuring impersonation by any person, or

(iv) submitting fabricated documents or documents which have been tampered with, or

(v) making statements which are incorrect or false or suppressing material information, or (vi) resorting to the following means in connection with his/her candidature for the examination, namely

(a) obtaining copy of question paper through improper means,

(b) finding out the particulars of the persons connected with secret work relating to the examination.

(c) influencing the examiners, or

(vii) using unfair means during the examination, or

(viii) writing obscene matter or drawing obscene sketches in the scripts, or

(ix) misbehaving in the examination hall including tearing of the scripts, provoking fellow examinees to boycott examination, creating a disorderly scene and the like, or

(x) harassing or doing bodily harm to the staff employed by the DDA for the conduct of their examinations, or

(xi) being in possession of or using mobile phone, pager or any electronic equipment or device or any other equipment capable of being used as a communication device during the examination; or

(xii) violating any of the instructions issued to candidates along with their Admission Certificates permitting them to take the examination, or

(xiii) attempting to commit or as the case may be abetting the DDA of all or any of the acts specified in the foregoing clauses; may in addition to rendering himself/herself liable to criminal prosecution, be liable.

(a) to be disqualified by the DDA from the examination for which he/she is a candidate and/or

(b) by the DDA from any examination or selection held by them;

(c) if he/she is already in service under Government to disciplinary action under the appropriate Rules.

12. Correspondence with the DDA:

The DDA will not enter into any correspondence with the candidates about their candidature except in the following cases:

i) The eligible candidates shall be issued an e-Admission Certificate by the dates specified above. If a candidate does not receive his/her e-Admission Certificate or any other communication regarding his/her candidature for the examination **by the stipulated date** before the commencement of the examination, he/she should at once contact the DDA. Information in this regard can also be obtained from the Facilitation Counter located in the DDA's Office Vikas Sadan, INA, New Delhi-23 either in person. **In case no communication is received in the DDA's Office from the candidate regarding non-receipt of his/her e-Admission Certificate at least 3 weeks before the examination, he/she himself/ herself will be solely responsible for non-receipt of his/her e-Admission Certificate. No candidate will ordinarily be allowed to take the examination unless he/she holds a certificate of admission for the examination.** The candidates should note that their admission to the examination will be purely provisional based on the information given by them in the Application Form. This will be subject to verification of all the eligibility conditions by the DDA. **The mere fact that a certificate of admission to the Examination has been issued to a candidate, will not imply that his/her candidature has been finally cleared by the DDA or that entries made by the candidate in his/her application for the examination have been accepted by the DDA as true and correct. Candidates may note that the DDA takes up the verification of eligibility conditions of a candidate, with reference to original documents, only after the candidate has qualified for Examination. Unless candidature is formally confirmed by the DDA, it continues to be provisional.** The decision of the DDA as to the eligibility or otherwise of a candidate for admission to the Examination shall be final. Candidates should note that the name in the e-Admission Certificate in some cases, may be abbreviated due to technical reasons.

(ii) In the event of a candidate downloading more than one Admission Certificate from the DDA 's website, he/she should use only one of these Admission Certificates for appearing in the examination and report about the other(s) to the DDA 's Office.

(iii) If a candidate receives an e-Admission Certificate in respect of some other candidate the same should be immediately returned to the DDA with a request to issue the correct e-Admission Certificate. Candidates may note that they will not be allowed to take the examination on the strength of an Admission Certificate issued in respect of another candidate.

(iv) Candidates must ensure that their email IDs given in their online applications are valid and active.

Important : All communications to the DDA should invariably contain the following particulars.

1. Name and year of the examination.
2. Registration ID (RID)
3. Roll Number (if received)

4. Name of candidate (in full and in block letters)
5. Complete postal address as given in the application.

N.B. I. Communication not containing the above particulars may not be attended to.

N.B. II. Candidates should also note down their RID number for future reference.

They may be required to indicate the same in connection with their candidature for the Examination.

13. The eligibility for availing reservation against the vacancies reserved for the physically disabled persons shall be the same as prescribed in "The Persons with Disability (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995." Provided further that the physically disabled candidates shall also be required to meet special eligibility criteria in terms of physical requirements/functional classification (abilities/disabilities) consistent with requirements of the identified Service/Post as may be prescribed by its Cadre Controlling Authority. The physical requirement and functional classification can for example be one or more of the following :

(i) Code of Physical Requirements

S Sitting ST Standing W Walking SE Seeing H Hearing/Speaking RW Reading and Writing C Communication MF Manipulation by Finger

PP Pushing & Pulling L Lifting KC Kneeling and Crouching BN Bending

(ii) Code of Functional Classification

OH -Orthopedically Handicapped

VH- Visually Handicapped

HH -Hearing Handicapped

OA -One Arm

OL -One Leg

BA -Both Arm

BH -Both Hands

MW- Muscular Weakness

OAOL -One Arm One Leg

BLA -Both Legs and Arms

BLOA- Both Legs One Arm

LV -Low Vision

B -Blind

PD- Partially Deaf

FD -Fully Deaf

Note : The above list is subject to revision.

14. A candidate will be eligible to get the benefit of community reservation only in case the particular caste to which the candidates belong is included in the list of reserved communities issued by the Central Government. If a candidate indicates in his/her application form for examination that he/she belongs to unreserved (UR) category but subsequently writes to the DDA to change his/her category to a reserved one, such request shall not be entertained by the DDA. Similar principle will be followed for physically disabled categories also. While the above principle will be followed in general, there may be a few cases where there was a little gap (say 2-3 months) between the issuance of a Government Notification enlisting a particular community in the list of any of the reserved communities and the date of submission of the application by the candidate. In such cases the request of change of community from general to reserved may be considered by the DDA on merit. In case of a candidate unfortunately becoming physically disabled during the course of the examination, the candidate should produce valid documents to enable the DDA to take a decision in the matter on merit.

15. Candidates seeking reservation/ relaxation benefits available for SC/ST/ OBC/PWD must ensure that they are entitled to such reservation/ relaxation as per eligibility prescribed in the rules/notice. They should also be in possession of all the requisite certificates in the prescribed format in support of their claim as stipulated in the rules/ notice for such benefits, and these certificates should be dated earlier than the due date (closing date) of the application for Examination.

16. Withdrawal of applications:

No request for withdrawal of candidature received from a candidate after he/she has submitted his/her application will be entertained under any circumstances.

17. Other Instructions:-

(i) Delhi Development Authority reserves the right to cancel/restrict/enlarge/modify/alter the recruitment process, if needed, without issuing any notice.

(ii) Legal jurisdiction will be Delhi in case of any dispute.

Commissioner (Personnel)

GENERAL INSTRUCTIONS :

1. Candidates are requested to read the advertisement copy carefully and check that they are eligible to apply for.
2. **Applications shall only be filled and submitted only through DDA website (www.dda.org.in).**
3. E-mail ID and mobile number furnished must remain valid for at least one year from the date of application. Under no circumstances, he / she should share /mention registration no. to any other person. In case, a candidate does not have a valid personal email ID, he / she should create his / her new email ID before applying Online.
4. No Fee is to be paid with the application.
5. Applicants are first required to go to the web-site www.dda.org.in , Thereafter, open the Recruitment Notification.
6. Candidates have to visit the Home/Recruitment Page of the website and going to the sublink titled "**Online APPLICATION FOR SPECIAL RECRUITMENT DRIVE FOR THE POSTS RESERVED FOR PERSONS WITH DISABILITY**". **Click on this sublink will open up the appropriate Online Application Format.**
7. The online application involves the following process: Registration/Login, Personal details, Educational qualification & experience, uploading of photograph, signature & Disability certificate, final submission and Registration Slip generation.
8. Before applying online a candidate will be required to have a scanned (digital) image in JPG or JPEG format of his recent Photograph(less than 100 kb) and Signature (less than 50 kb) as per the specifications given on the website. Candidates should first scan their photograph and signature ensuring that both the photograph and signature are saved in PC/Laptop.
9. Candidates should also be ready with the scanned copy of their disability certificate in PDF format. Maximum size of this PDF should be 3 MB.
10. Candidates are required to fill in the details asked in the form carefully without making any spelling mistake. On submission of online application successfully, the system will generate a registration slip mentioning a unique application number.
11. The candidates should take a printout of the online registration slip and preserve it with them for their record.
12. If a candidate wants to apply for more than 1 post, he/she needs to apply separately for both the posts. In case of any clash in the test date/time for any two or more posts, candidates need to decide the test they would like to take & DDA will not entertain any request of change in test date/time later on.
13. **The Date of Birth & Name of the candidate or his/ her father/ husband etc should be spelt correctly in the application as it appears in the certificates/ mark sheets of Secondary School Exam. Any change / alteration found may disqualify his/her candidature.**
14. **Candidates will have to download their admit/call letter from website by entering Application number & Date of Birth.**Candidates will be intimated about the same by email/sms. Physical call letters will **NOT** be sent by post.
15. Delhi Development Authority reserves the right to cancel/restrict/enlarge/modify/alter the recruitment process, if needed, without issuing any notice.