

Government of Assam

SWACHH BHARAT MISSION (URBAN), ASSAM

Directorate of Municipal Administration, Ganeshguri, Dispur, Guwahati- 781006

No. SBM(U) 254/2016/200

Date: 30th December, 2017

ADVERTISEMENT

Applications are invited in the prescribed format available in the website for contractual engagement of Project Coordinator at the office of Swachh Bharat Mission (Urban), Director, Guwahati and City Project Officer at Urban Local bodies of Assam under Swachh Bharat Mission (Urban), Assam for the following positions:

Sl. No.	Name of Post	Location	No. of Vacancies	Age Limit	Qualification/ Eligibility	Monthly Remuneration (in Rs.)
1	Project Coordinator	State Mission Director, Guwahati	1	30-50 years	Masters in Social Works (full time regular course with minimum 2 years duration) .Minimum 5 years experience in Government/semi Govt./ autonomous organizations/private company of repute in the field of project management in a managerial position and/or additional experience of working with urban development projects /programmes and/or implementing urban reforms for States and ULBs. Minimum 55% marks in both Graduation and Post Graduation.	50,000/-
2	City Project Officer	Urban Local Bodies	95	25-45 years	Bachelor of Engineering in Civil/ Computer Science/IT, Masters in Social Work/ Environment from recognised universities. Minimum 3 years experience in the field of project management, database management, MIS, GIS etc in Government/Semi Govt. / autonomous organizations/private company of repute. Minimum 50% marks in both Graduation and Post Graduation is desired.	25,000/-

General Terms and Conditions & Important Instructions:

1. This engagement will be purely on temporary and contractual basis and Swachh Bharat Mission related only.
2. Initially this engagement will be for 11 months; based on performance and requirement of the mission, contract may further be extended.
3. Candidates willing to apply must submit their application in the Prescribed Form.
4. Education degrees from recognized Universities/Institutes shall only be considered.



5. Two copies of recent passport size photographs must be pasted in the job application form.
6. Candidates must submit their relevant testimonials along with the application i.e. Age Proof, Mark sheets & Pass Certificate of Degree & Post Graduation and Experience certificate.
7. The shortlisted candidates will have to appear for an interview for which no TA/DA shall be paid.
8. Incomplete applications shall be rejected without any information and only shortlisted candidates shall be called for written test and interview.
9. Mere fulfilment of minimum qualifications will not vest any right on a candidate for being called for written test and interview.
10. Screening will be done in case of excess applications on the basis of education background and job experience.
11. Evaluation of candidates will be done as per **Annexure-I**.
12. Candidates will have to super scribe the name of the post applied for at the top of a sealed envelope containing the application form and relevant testimonials.
13. A self addressed envelope of 9" x 4" size affixing postal stamp of Rs.5/- must be enclosed inside the sealed envelope.
14. Application should be submitted on or before **17/01/2018 up-to 3:00 pm** at the Office of the State Mission Director, Swachh Bharat Mission (Urban), Directorate of Municipal Administration, Ganeshguri, Dispur, Guwahati- 781006.
15. To convert CGPA to percentage (%) as per University norms.
16. Final discretion rest with the authority regarding place of posting.

Sd/-

State Mission Director,
Swachh Bharat Mission (Urban),
Assam, Guwahati-6

Annexure-I

Evaluation Procedure

1. Project Coordinator

S. No.	Background/Examination	Maximum Marks	Remarks
1	Graduation	100	% of marks scored in Graduate or equivalent will be considered.
2	Post Graduation	100	% of marks scored in Post Graduate or equivalent will be considered.
3	Relevant Job Experience	100	Score = Number of years*10
4	Interview	100	
	Total	400	

2. City Project Officer

S. No.	Background/Examination	Maximum Marks	Remarks
1	Graduation	100	% of marks scored in Graduate or equivalent will be considered.
2	Post Graduation	100	% of marks scored in Post Graduate or equivalent will be considered. (For B.E/B.Tech candidates % of marks scored in Graduate will also be considered.)
3	Relevant Job Experience	100	Score = Number of years*25
4	Interview	100	
	Total	400	