



## Government of Assam

### SWACHH BHARAT MISSION (URBAN), ASSAM

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

No.SBM(U) 254/2016/27

Dated : 3<sup>rd</sup> January, 2017.

#### ADVERTISEMENT

Applications are invited in the Standard Form of Application published in Part IX of the Assam Gazette for eligible Indian citizens for contractual engagement at State Project Management Unit (SPMU) under Swachh Bharat Mission (Urban), Assam for the following positions:

#### STATE PROJECT MANAGEMENT UNIT

Sl. No	Name of Post	No. of Vacancies	Age Limit	Qualification/ Eligibility	Monthly Remuneration (in Rs.)
1	Project Coordinator	1	27-45 years	Full Time Master in Social Works (Minimum 2 years course duration) with 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 60% marks in both Graduation and Post Graduation.	50,000/-
2	MIS Expert	1	27-45 years	Post Graduate Degree in Computer Science /MCA/ B.E./ B. Tech. in Computer Science with minimum 5 years experience in Government/semi Govt. / autonomous organizations/private company of repute and with exposure to software development & project management, database management, MIS, etc. and proven ability to work in a team and train staff to use the systems. Minimum 60% marks in both Graduation and Post Graduation.	50,000/-
3	IEC Expert	1	27-45 years	Post Graduate Degree (Minimum 2 years course duration) in Mass Communications/ Public Relations/ Journalism with minimum 5 years experience in advocacy management preferably in urban sector and/or in conducting knowledge management activities and development of IEC strategy. Knowledge and experience of government systems and procedures would be desirable. Minimum 60% marks in both Graduation and Post Graduation.	50,000/-
4	Accounts	1	23-35	Post Graduate in Commerce	20,000/-

	Manager		years	having minimum 2 years experience and knowledge in Computer Applications and Tally latest version.	
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**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 Standard Form along with Curriculum Vitae (CV) not exceeding 3 pages.
4. Education degrees from recognized Universities/Institutes shall only be considered.
5. Three 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.
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/or interview.
9. Mere fulfilment of minimum qualifications will not vest any right on a candidate for being called for written test and/or 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, CV 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 **16<sup>th</sup> January, 2017 upto 3.00 PM** during office hours at the Office of the State Mission Director, Swachh Bharat Mission (Urban), Directorate of Municipal Administration, Ganeshguri, Dispur, Guwahati- 781006.

Sd/-

State Mission Director,  
Swachh Bharat Mission (Urban),  
Assam, Guwahati-06

## Annexure-I

### Evaluation Procedure for Recruitment of PMU officers

S. No.	Background/Examination	Maximum Marks	Remarks
1	Graduation	100	% of marks scored in Graduate or equivalent will be score.
2	Post Graduation	100	% of marks scored in Post Graduate or equivalent will be score. For B.E./B.Tech (MIS Expert Job Profile), B.E./B.Tech marks will be taken for calculation
3	Relevant Job Experience	100	Score = Number of years*10
4	Interview	100	
	<b>Total</b>	<b>400</b>	

Note:

1. For every job opening, 5 candidates will be shortlisted for interview.
2. Interview Board will comprise of Mission Director SBM(U), officers of Mission Director SBM(U), Director of Municipal Administration, Director of Town and Country Planning and Representative of Urban Development Department.