



**PRADHAN MANTRI AWAS YOJANA
VADODARA MUNICIPAL CORPORATION**



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WALK-IN-INTERVIEW

The following individuals/professionals who are possessing required qualifications for the following positions (on contractual basis) for the requirements of City level Technical Cell (CLTC) for the "Pradhan Mantri Awas Yojana (PMAY)" may walk in for the personal interview to be conducted for the preparation of selection/waiting list for the said posts on 21/07/2016 at Sardar Patel Planetarium, Sayajibaug, Vadodara. The interested candidates are requested to remain present at 10:00 am as per the venue & place mentioned above.

Sr. No.	Name of Position	No. of Post
1	Municipal/Civil Engineer	5
2	Housing Finance & Policy Specialist	1
3	Social Development Expert	1
4	MIS Expert	1
5	IEC Expert	1
6	Urban Planner	1

The interested candidate fulfilling qualifications should remain present for the personal interview with the application in prescribed application form, uploaded on official website of Vadodara Municipal Corporation :www.vmc.gov.in. Detailed advertisement is also uploaded on above official website. Candidate should bring all necessary certificate & documentary proof, ID proof (original + two attested copies) during interview. A candidate who knowingly or willfully furnishes incorrect or false particulars or suppresses necessary information will be disqualified and if appointed he/she will be liable to be dismissed from services without any prior notice.

Dr. Vinod Rao (IAS)

Municipal Commissioner
Vadodara Municipal Corporation

PRO NO. 396 /2016-17



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The following Individuals / Professionals possessing required qualifications for the following positions (on contractual basis) for the requirements of City Level Technical Cell (CLTC) for "Pradhan Mantri Awas Yojana (PMAY)" may walk in for the personal interview to be conducted for preparation of selection/ waiting list for the following contractual posts on 21/07/2016 at Sardar Patel Planetarium, Kamati Baug, Vadodara are requested to remain present at 09:00am for document & form verification. The interview shall be conducted at 10:00am.

(1) Municipal / Civil Engineer No. of post : 05

Qualification and Experience	<ul style="list-style-type: none">➤ Post graduate or graduate degree in Engineering with specialization in Public health engineering or diploma in Engineering.➤ At least 3 years of experience in procurement, design, and supervision of infrastructure works.➤ Ability to assist ULBs to set standards and procedures for ensuring quality and monitoring compliances.➤ Prior experience as municipal engineer will be an added advantage.➤ Fluency in local language essential.
Roles and Responsibilities	<ul style="list-style-type: none">➤ Identify and adapt green innovative technologies, good construction practices, disaster resistant construction, and area specific design etc. to suit the local requirements.➤ Recruitment of quality consultants for preparation of city plan of action, DPR and ensure timely submission of the documents in coordination with the Municipal Engineer in State Level Technical Cell.➤ Provide technical support in associating with technical institutes on design and supervision of infrastructure works and ensure good quality assurance.➤ Assess the training needs in engineering and assist ULBs to access quality training on site or at recognized centers of excellence.➤ Review the City Plan of Actions and DPRs for precision and detail and provide feedback as necessary.➤ Support ULB to report with precision on progress of construction and utilization of funds under HFA.➤ Any other related tasks that may be entrusted upon by the head of ULB.
Type of Appointment	Contractual
Emoluments	Upto Rs.65,000/- fixed per month considering the educational qualification/working experience & performance of the candidate during the personal interview.

(2) Social Development Expert No.of post : 01

Qualification & Experience	<ul style="list-style-type: none"> ➤ Post graduate/ graduate or diploma in Social Sciences, with practical experience of working with community/slums in the urban area. ➤ 3-5 years experience in undertaking social and Social community development initiatives and appraisals in the municipal environment. ➤ Experience in participatory methods, social mobilization, social analysis, resettlement and rehabilitation. ➤ Knowledge and experience in participatory planning and community mobilization.
Roles and responsibilities	<p>The social development specialist will work closely with the housing finance and policy specialist and work towards implementation of social reforms, strengthening and empowerment of communities, internalizing stakeholder consultations into operating procedures and practices and optimizing the community participation. In addition, the specialist will be responsible for the following.</p> <ul style="list-style-type: none"> ➤ Support the ULBs in the urban poor governance, empowering the local communities, ensuring social development, community participation. ➤ Developing a consultation mechanism with the stakeholders (before project implementation) and ensure its incorporation in the HFAPoA. ➤ Provide support to ULBs in building partnerships with the local communities and mobilizing people in pursuit of Scheme's objective. ➤ Organize workshops to raise awareness about the specific roles and functions of community. ➤ Assess the social development impact of the project in terms of the proportion of beneficiaries in slum/non slum and EWS/LIG, proportion of total project funds allocated to the poor, and level of impact on the lives of the poor, Conduct a gender analysis and develop Gender Checklist. ➤ Analyze the affordability of housing loans to the poor, along with willingness to pay. ➤ Collect and analyze relevant existing surveys data on low-income housing, particularly surveys in resettlement projects. ➤ Prepare and coordinate additional surveys required for the Purpose of the study. ➤ Design and conduct training on community development and empowerment to the key Stakeholders on the scheme. ➤ Undertake social audit of the projects under HFA Mission. ➤ Work closely with the IEC expert for knowledge dissemination. ➤ Prepare a database of community organizations, nongovernment organizations, women's groups, and microfinance institution involved in housing finance for the poor or interested in future involvement in the projects. ➤ Monitor expenditure on improvement of urban services to the poor and overall social I impact of projects. ➤ Any other related tasks that may be entrusted by the head of ULB.
Type of Appointment	Contractual appointment.
Emoluments	Up to RS 50,000/- fixed per month considering the educational qualification/working experience & performance of the candidate during the personal interview.

(3) MIS Expert No.of post : 01

Qualification & Experience	<ul style="list-style-type: none">➤ Post graduate/graduate/diploma in Computer Science/Electronics or MCA/PGDCA.➤ 3-5 years of work experience in government/semi govt/ autonomous organization/private company of repute.➤ Experience in software development and database management.➤ Fluency in local language essential.
Roles and responsibilities	<ul style="list-style-type: none">➤ Coordinate the data entry and file uploads into systems to be used by Urban Local Body (ULBs) on a regular basis.➤ Prepare detailed formats and ensuring the data entry in the desired MIS application.➤ Set up systems for measuring and monitoring and reporting progress of the projects.➤ Prepare quarterly progress report and submit the same to SLNA through ULB.➤ Any other related tasks that may be entrusted upon by the head of CLTC.
Type of Appointment	Contractual appointment.
Emoluments	Up to RS 40,000/- fixed per month considering the educational qualification/working experience & performance of the candidate during the personal interview.

(4) IEC Expert no. of post : 01

Qualification & experience	<ul style="list-style-type: none">➤ Graduate/diploma in Mass Communication/ Public relations/ Journalism/Social Work/Development.➤ Experience in advocacy management preferably in urban sector.➤ 3-5 years of experience in conducting knowledge management activities and preparation of IEC strategy.➤ Knowledge and experience of government systems and procedures.➤ Fluency in local language essential.
Roles and responsibilities	<ul style="list-style-type: none">➤ Provide support to the ULBs in preparation and execution of IEC/ knowledge management strategy.➤ Ensure generation of reports and publications as required for the program based on appropriate research and data analysis.➤ Provide inputs in documentation and dissemination of best practices in the sector and its dissemination to various stakeholders involved in the HFA Mission.➤ Support state to prepare media plan and it's analysis.➤ Assist in advertisements and outreach campaigns of the ULBs.

Type of Appointment	Contractual appointment.
Emoluments	Up to RS 45,000/- fixed per month considering the educational qualification/working experience & performance of the candidate during the personal interview.

(5) Urban Planner No. of post: 01

Qualification & Experience	<ul style="list-style-type: none"> ➤ Post Graduate or graduate Degree in Urban Planning or Regional planning or Geography. ➤ Minimum of 3-5 years of work experience in urban planning with experience of urban infrastructure projects/affordable housing/slum development project. ➤ Experience of reform oriented projects is desirable. ➤ Fluency in local language desirable.
Roles and responsibilities	<ul style="list-style-type: none"> ➤ Program design and implementation of the HFAPoA according to HFA Mission. ➤ Identify in consultation with the local body the geographic area to be covered under HFA city plan. ➤ Assist in identifying the slum pockets and other areas to be covered under the HFA within the city. ➤ Assist in amending/preparing city Master Plan for earmarking land slum redevelopment and affordable housing. ➤ As part of the slum mapping exercise, identify ownership of the land occupied by slums and map various categories of land e.g. public land, private land, disputed land etc. ➤ Assist in categorization of each slum in terms of its tenability. ➤ Assist in selection of best model for in-situ development and deciding options for relocation of untenable slums. ➤ Assist in developing building plans and lay-outs for EWS/LIG houses that will be considered as pre-approved plans for the purpose of single window clearance for layout approvals and building permissions at ULB level. ➤ Assist in integration of the data, and housing demand survey information at city level to create MIS. ➤ Develop and update databases on planning related activities. ➤ Any other related tasks that may be entrusted by the head of CLTC.
Type of Appointment	Contractual appointment.
Emoluments	Up to RS 45,000/- fixed per month considering the educational qualification/working experience & performance of the candidate during the personal interview.

(6) Housing Finance & Policy Specialist No. of post : 01

Qualification	➤ Post graduate or graduate degree in finance or equivalent
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and Experience	<ul style="list-style-type: none"> ➤ qualification from recognized university. ➤ 3 -5 years of experience in housing finance or banking or housing policy. ➤ Experience in helping State/UT governments and ULBs to examine and use a range of options for financing housing projects. ➤ Experience in training ULB staff on municipal finance, project finance and resource mobilization.
Roles and Responsibilities	<ul style="list-style-type: none"> ➤ Provide support to the ULBs on methods of increasing financial inclusion for the urban poor. ➤ Undertaking financial analysis on housing finance for the implementation of the program. ➤ Provide the inputs to MIS specialist to generate MIS. ➤ Maintain financial formats and provide inputs to it. ➤ Co-ordinate with various HFIs, Banks, private bodies for ensuring possible support. ➤ Carry out overall monitoring and supervision of the finance part.
Type of Appointment	Contractual
Emoluments	Upto Rs.40,000/- fixed per month considering the educational qualification/working experience & performance of the candidate during the personal interview.

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MUNICIPAL COMMISSIONER,
VADODARA MUNICIPAL CORPORATION.

No. PRO. 396

DATE : 16 /07 /2016



VADODARA MUNICIPAL CORPORATION

Affix Recent
Passport
Sized
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APPLICATION FOR THE POST OF _____ (Contractual)

FOR CITY LEVEL TECHNICAL CELL

(To be filled with a ball point pen)

1. First Name:
2. Middle Name:
3. Surname:
4. Correspondence Address:
5. PIN Code:
6. Phone No:
 - a. Res:
 - b. Cell:
7. Email Address:
8. Sex:
 - a. Male
 - b. Female
9. Date of Birth (dd/mm/yy):
10. Category:
 - a. SC
 - b. ST
 - c. SEBC
 - d. General
 - e. Handicapped
 - f. Ex-Serviceman
11. PAN No.:
12. Mother Tongue of the Applicant:
13. Other Languages Known:

Name of the Language	Examinations Passed (If Any)	Please Tick Appropriate Boxes		
		Read	Write	Speak

14. Educational Qualifications

Name of Institute/Board/University	Examination Passed	Passing Month & Year	Main Subject	Percentage Obtained

15. Details of Experience

Name of Firm	Date		Designation	Salary Drawn	Experience
	From	To			

Please attach attested copies of relevant documents and check appropriate boxes

- 1. School Leaving Certificate ()
- 2. Diploma Mark Sheets & Certificate ()
- 3. Graduation Mark Sheets & Certificate ()
- 4. Post-Graduation Mark Sheets & Certificates ()
- 5. Caste Certificate ()
- 6. Experience Certificates (On Letterhead) ()
- 7. Computer Education Certificates (If any) ()
- 8. Other Information (Please Specify) ()

DECLARATION

I hereby declare that the information provided in the application are correct and to the best of my knowledge. If any information provided by me is found to be false or incorrect, my candidature would stand disqualified and I will be liable to necessary action.

Place:

Date:

Signature of the Applicant

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 ଶିକ୍ଷା ବିଭାଗ, ଖୋର୍ଦ୍ଧା ଜିଲ୍ଲା