



**GUWAHATI SMART CITY LTD**  
(CIN U45309AS2016SGC017403)  
Staffed Building, Bhangagarh, Guwahati-781005

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No. SPV/GSCDAL/GEN/7/2016/13

Dated: 17/03/2017

**VACANCY CIRCULAR**

Applications are invited from suitable candidates fulfilling the eligibility conditions for appointment to various posts as mentioned below, in the Guwahati Smart City Limited on transfer on deputation basis.

2. The Guwahati Smart City Limited is the SPV formed to implement the Smart Cities Mission for Guwahati under the aegis of Ministry of Urban Development and candidates selected will be appointed on transfer on deputation basis for a period of one year which may be extendable for a period of up to three years.

Sl. No.	Name of the Post	No. of Post	Pay Scale & Grade Pay
1	Dy. General Manager (Admin)	1 (One) (for ACS Officers Only)	The official will continue to draw his existing pay and allowances along with the deputation allowance as per Govt. of Assam guidelines.
2	Asstt. Executive Engineer	4 (Four) [1(one) each from PWD, Water Resources Deptt., PHE Deptt. and APDCL].	The official will continue to draw his existing pay and allowances along with the deputation allowance as per Govt. of Assam guidelines.

**(A) Basic Eligibility Conditions: -**

**1. Dy. General Manager: -**

- (i) Officers from Assam Civil Services.
- (ii) Minimum 10 (ten) years of regular service experience.
- (iii) Age of the officers should not be more than 45 (forty five) years as on 01/01/2017.

**2. Asstt. Executive Engineer:-**

- (a) (i) Holding analogous posts on regular basis.
- (ii) Minimum 5 (five) years of regular service experience in the department.
- (iv) Age of the Engineers should not be more than 40 (forty) years as on 01/01/2017.

(b) Essential qualification and experience: -

For PWD: -

(i) BE/B. Tech in Civil Engineering. Preference will be given to the candidates having Post Graduation degree.

(ii) Experience in supervision of works related to Roads, Urban Infrastructure, drainage etc.

For Water Resources and PHE: -

(i) BE/B. Tech in Civil Engineering. Preference will be given to the candidates having Post Graduation degree.

(ii) Experience in design and supervision of works related to water supply, sewerage or sanitation projects.

For APDCL: -

(i) BE/B. Tech in Electrical Engineering. Preference will be given to the candidates having Post Graduation degree.

(ii) Experience in design and supervision of works related to water supply, sewerage or sanitation projects.

**(B) Other terms and conditions: -**

- (1) Officers who fulfill the above-mentioned criteria of eligibility may submit scanned copy of their applications in the prescribed proforma (as per Annexure-A) to the Managing Director, Guwahati Smart City Ltd., Bhangagarh, Guwahati-05 at the Email ID [mdsmartcityghy.hr@gmail.com](mailto:mdsmartcityghy.hr@gmail.com) within 15 days from the date of issuance of this Advt. i.e. by 03/04/2017.
- (2) Applications complete in all respect duly forwarded through proper channel only will be entertained. Applications received in advance or after the last date or without all or any of the above documents or otherwise found incomplete will not be considered and no correspondence will be made or entertained in this regard. The officers/engineers who apply for the post will not be allowed to withdraw their candidature subsequently.
- (3) The shortlisted officials and engineers will be called for an interview. The information for the interview will be given through email, advertisement in the newspaper and on the website of Guwahati Smart City Ltd.
- (4) The shortlisted candidate should bring the following documents in original during time of their interview: -
  - a. Copies of APAR/ACRs for the last 5 years attested on each page by an officer not below the rank of Under Secretary;
  - b. Vigilance Clearance Certificate;
  - c. Integrity Certificate;
  - d. A statement of major/minor penalty, if any, imposed on the officer/engineer during the last 5 years.
- (5) The officer and engineers inducted/selected to these posts will be on deputation for a period as specified in the induction order. This period can be curtailed or extended if exigencies of service so require. Deputation will be governed by the terms of deputation as laid down in the Finance (Establishment-A) Department OM No. FEG. 33/2016/2 dated 27<sup>th</sup> December 2016 of Govt. of Assam as amended from time to time.

**Manvendra Pratap Singh, IAS  
Managing Director  
Guwahati Smart City Ltd.  
Bhangagr, Guwahati-05**

## Application Form

1. Name & address (in Block letters):
2. Father's name:
3. Place of birth:
4. Date of birth (in Christian era):
5. Date of joining Govt. service and name of the parent department/Ministry/PSU/Autonomous Body etc.
6. Date of retirement in parent department:
7. Educational qualifications including extra professional qualification(starting from matriculation):

Educational Qualification	Year	Subjects	College/university	Total Marks	Marks Obtained	Percentage of Marks Obtained	Division
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8. Details of employment, in chronological order. (Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient).

Office/Institute/Organization	Post Held	From	To	*Pay Band with Grade Pay & Basic Pay	Nature of Duties
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\*[Pay Band & Grade Pay of the Post being held on Regular Basis]

9. Nature of present employment i.e. ad-hoc or temporary or quasi-permanent or permanent/contract
10. In case the present employment is held on deputation/contract basis, please state:-
  - (a) The date of initial appointment
  - (b) Period of appointment on deputation/contract
  - (c) Name of the parent office/organization to which you belong.
11. If earlier worked on deputation whether cooling off period of : Yes/No  
3 years since last deputation completed, as per rules  
(if yes, please also indicate the date of repatriation)
12. Additional information (remarkable achievements), if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.
13. Experience in the field area of operation.
14. Please intimate whether the officer is likely to be promoted in near future:
15. Remarks:

Date\_\_\_\_\_

**Signature of candidate**

**Name:**\_\_\_\_\_

**Address**\_\_\_\_\_

**Mobile/Phone No.**\_\_\_\_\_

**Email address:**\_\_\_\_\_

**(to be filled by the Head of the office)**

Certified that the particulars furnished by \_\_\_\_\_ are correct and he/she possesses educational qualifications and experience mentioned in the Advt.

Also certified that:

- (i) There is no vigilance case pending/contemplated against him/her.
- (ii) His complete CR dossier/APARs for the last 5 years duly attested on each page by an officer of the rank of Under Secretary to the Govt. of India/Govt. of Assam are enclosed.
- (iii) His integrity is beyond doubt.
- (iv) No major/minor penalties has been imposed on him during the last 5 years/list of major/minor penalties imposed on him/her during the last 5 years is enclosed. [Strike out which is not applicable]

**Dated:**  
**Place:**

**Signature.....**  
**Name & Designation of the employer .....**  
**(Not below the rank of Under Secretary in the**  
**GOI/GOA) [With Seal]**