

CHANDIGARH SMART CITY LIMITED
Building No. 1, 2nd & 3rd Floor, Adjacent to SCO 17-18-19,
Over New Bridge, Sector 17-A, Chandigarh,
Ph. 0172-5043196,
Email: smartcity.chd@nic.in

Advertisement No: - CSCL/RECT/SPV/2022/0003

Applications are invited for the appointment of below mentioned post on contractual basis in the office of the Chandigarh Smart City Limited (CSCL), Building No. 1, 2nd and 3rd Floor, adjoining to SCO 17-18-19, Over New Bridge, Sector-17-A, Chandigarh.

Sr. No.	Name of Post	No. of Posts	Maximum Age Limit	Essential Qualification	Essential Experience	Remuneration Per Month
1.	Communication cum Liaisoning Officer	01	45 Years	Graduation, MBA (Marketing, Sales, Retail, Operations, Digital Marketing, HR)	Minimum 07 years of experience in Administration /Marketing	Rs. 1,00,000/- per month

Further, for purpose of downloading the application form, declaration form and for further necessary details, kindly visit website of Chandigarh Smart City Limited i.e. www.chandigarhsmartcity.in and mcchandigarh.gov.in Eligible applicants can apply by submitting their applications to the given postal address as well as via e-mail (chandigarhsmartcitylimited@gmail.com) within 21 days from publication of this advertisement. The shortlisted candidates will be called for interview.

Chief Executive Officer
Chandigarh Smart City Limited
Chandigarh

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The appointment of above said post shall be on the following terms & conditions: -

1. The appointment shall be purely on contract basis for a period of 01 year only. The mutual suitability of the candidate will be reviewed at the end of 1st year and on the satisfaction of CSCL, the tenure of the contract may be extended as per the satisfaction of CSCL.
2. The candidate shall be posted at Chandigarh, Capital City of Punjab & Haryana.
3. Candidate's services can be terminated by CSCL with one month's notice or with remittance of one month's pay in lieu thereof. If candidate wishes to leave the services of Chandigarh Smart City Limited, he shall have to give three month's notice or remittance of three month's salary in lieu thereof.
4. Candidates shall have to submit a declaration that neither he has not been charged/convicted from any Hon'ble Court not dismissed/removed/compulsory retired by way of punishment from the service of any Public Undertaking/Private Sector or from Govt. Department or he has not been declared insolvent by any court.
5. The application forms in prescribed format shall reach in the office of Chandigarh Smart City Limited (CSCL), Building No. 1, 2nd and 3rd Floor, adjoining to SCO 17-18-19, Over New Bridge, Sector-17-A, Chandigarh within period of 21 days from the date of advertisement i.e. 01.12.2022. Eligible applicants can also apply via e-mail @ chandigarhsmartcitylimited@gmail.com. No application shall be entertained after 21.12.2022. The candidate must mention "NAME OF THE POST" applied for on the envelope before dispatching it to the above mentioned address.
6. For purpose of downloading the application form and declaration form and for further necessary information, the candidate may visit the official website i.e. www.chandigarhsmartcity.in and mcchandigarh.gov.in.

Chief Executive Officer
Chandigarh Smart City Limited
Chandigarh

DECLARATION

I _____ S/o or d/o _____ solemnly affirm and declare as under:-

1. I have not been charged / convicted from any court.
2. I have not been dismissed, removed or compulsory retired by way of punishment from any public undertaking or department of Govt.:
3. I have not been declared as insolvent by any court;
4. No departmental inquiry, vigilance case or criminal case is pending against me.
5. I am not on bail in any case from any court.

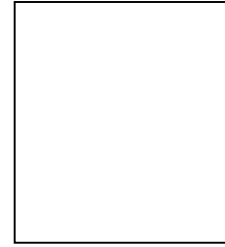
(Signature of Candidate)

Name:-

Address:-

Contact No:-

APPLICATION FORM



PHOTO

- 1) Post Applied for -----
- 2) Full Name with Title (e.g. - Mr. / Mrs/ Ms. / Dr.) -----
- 3) Date of Birth -----
- 4) Gender(Male/Female) -----
- 5) Permanent Address -----
- 6) Correspondence Address -----
- 7) Contact Details; Mobile No. -----
- 8) Email ID -----
- 9) Nationality -----
- 10) Education -----

Degree	Specialization	College/University	Year of Passing

- 11) Membership of Professional Association -----
- 12) Other Training -----
- 13) Countries of work Experience -----
- 14) Employment Record -----

(Starting with present position, list in reverse order every employment held since graduation, giving for each employment (see format here below): dates of employment, name of employing organization, positions held.):

Sr. No.	Employer (Name, Address & Contact Details	Period (From - To) in DD/MM/YY format	Experience (in years / months)	Detailed Assignment & Role	Designation

15) Work undertaken that best illustrates capability to handle this tasks:

[Among the Assignment/jobs in which you have been involved, indicate the following information for those Assignment/jobs that best illustrate your capability to handle such tasks listed as under]

Name of Assignment/ job or project:

Year:

Location:

Employer:

Main project features:

Positions held:

Activities performed:

16) Adequacy for the Assignment

Essential Skill Sets	
1.(Area of Skill tests) 2. 3.	Quote the Serial No. of assignment handled by you which provides this skill sets.

17) Personal Statement of Objective

(In 250 words, please state your long term career objectives and how you would be most suited to handle this assignment and reasons you should be selected for this post)

Reference (Two)

Declaration:-

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

(Signature of Candidate)

Place:

Name of the Candidate