

Govt. of Jharkhand

Planning and Development Department

Nepal House, PO-Hinoo, Ranchi-2

Greater Ranchi Development Agency Limited

Notice Inviting Applications for various posts on Deputation/Contractual basis in GRDA.

Advertisement No.-01/2015

The Greater Ranchi Development Agency Limited, a State Government undertaking invites applications for requirements on various posts on deputation/contractual basis to strengthen the Company by introducing professionalism and swiftness in its operation and activities the State:

Sl. No.	Post	No. of Post	Qualification and Experience	Approximate fixed remuneration including all allowances (In Rs.)
1.	Assistant Project Manager (Civil)	1	B.E. in Civil with 5 years' experience.	30,000/-
2.	Assistant Project Manager (Architecture)	1	B.E. in Architecture with 5 years' experience.	30,000/-
3.	Executive Assistant (Material)	1	Graduate with knowledge of Computer Application, 4 years' experience.	27,000/-
4.	Executive Assistant (Establishment)	1	Graduate with knowledge of Computer Application, 4 years' experience.	27,000/-
5.	Technical Assistant (Civil)	1	Diploma in Civil with 3 years' experience.	26,000/-
6.	Technical Assistant (Electrical)	1	Diploma in Electrical with 3 years' experience.	26,000/-
7.	Draughtsman/ Blue Printer	1	10+2 with Diploma in CAD/ CAM with 2 years' experience.	15,500/-

The conditions of deputation/contract are follows:

- (1) The Posts advertised above shall be filled up only on the basis of contracts/deputation.
- (2) Engagement in the Company will be for a period of five years on terms and conditions of the Company subject to satisfactory performance.
- (3) The contract shall be effective from the date of actual contractual engagement.
- (4) Selected candidates of State or Central Government including Public Sector Undertaking have to submit 'No Objection Certificate' from their parent department/organization at the time of test/interview failing which the Company will not test/interview the candidate.
- (5) The contract/deputation shall not confer any right or claim of extension/absorption in the Company.
- (6) The selection for Sl. No. 1 & 2 will be on the basis of Personal Interview and for Sl. No. 3,4,5,6 & 7 will be by test/interview depending on the response of Candidates.

- (7) An application fee of ₹500/- from General Candidates and ₹300/- from SC/ST is payable for all the above posts by Demand Draft drawn in favour of **Greater Ranchi Development Agency Ltd., payable at Ranchi.**
- (8) Willing candidates must submit their application on the prescribed format available on GRDA website along with a self-attested copies of testimonials. Certificates, Credentials, two pp size photos - one to be affixed on the top of the application and other with the application and one self-addressed 6x3 envelope with Postal Stamp of ₹40/- pasted on the top of the envelop. ORIGINAL Certificate are to be produced at the time of interview, failing which candidates will not be interviewed. Application may be sent by Speed Post /Register Post/E-mail i.e. *grdarecruitment@rediffmail.com* only. Candidate applying through E-mail must submit the requisite application fee on or before test/interview failing which the candidature will be treated null & void.
- (9) Candidates are required to submit separate application for each post and post applied for must be superscribed on the Top of the envelop.
- (10) Age for all the above posts will be maximum 62 years.
- (11) Interested candidates should apply directly to the **Managing Director, Greater Ranchi Development Agency Limited, 3rd Floor, Pragati Sadan (RRDA Building), Kutchery Road, Ranchi-834001 on or before 22.02.2015 at 5.00 PM.**

Sd/-
General Manager(Adm.)
GRDA, Ranchi