



**PUNJAB MUNICIPAL INFRASTRUCTURE DEVELOPMENT COMPANY
DEPARTMENT OF LOCAL GOVERNMENT**

PUBLIC NOTICE

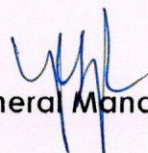
No. PMIDC/2018/ 10561

Dated: 26/11/18.

Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab invites applications for filling up of the following post on Contract basis:

Sr. No.	Name of the Post	No. of Posts
1.	Municipal Finance Specialist (CMMU)	01
2.	Urban Planner (CMMU)	05

Complete application form along with updated CV/ Resume may be sent to The General Manager, Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Punjab Municipal Bhawan, Plot No. 3, Dakshin Marg, 5th Floor, Room No. 521, Sector 35-A, Chandigarh-160022 (India). The last date of submission of application form **18th December 2018 (Tuesday)** up to **5:00 pm**.


General Manager

REQUIRED ON CONTRACT BASIS

Name of the office: Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of the Post, Number of Post, Qualifications, Experience, Role & Responsibilities are as under:

Name of the Post	Municipal Finance Specialist (CMMU)
Number of Post	01
Maximum age limit as on 01.12.2018	45 years
Salary	Rs. 45,000 – Rs. 60,000 (Negotiable)
Educational Qualifications & Experience	<p><u>Essential:</u></p> <ul style="list-style-type: none">• Graduate/Post graduate degree in Finance from recognized university with minimum 3 years of post-qualification experience.• Skills to evaluate urban infrastructure investment and helping city governments to use a range of options for financing projects.• Basic knowledge of computers. <p><u>Desirable:</u></p> <ul style="list-style-type: none">• Experience to advise and train staff in municipal finance, project finance and resource mobilization, public private partnership etc.
Roles & Responsibilities	<ul style="list-style-type: none">• Provide technical support and coordinate the work of cities on Integrated City Investment Plans and Financial Operating Plans.• Support capacity building specialist to design and implement training and capacity building programme on resource mobilization to State and ULB staff and elected representatives.• Support Capacity Building Specialist to prepare specialized training material/modules, process manuals, procedures, toolkits, guidelines and other related activities for undertaking capacity building programmes on financial management.• Provide technical guidance to State to prepare policy guidance and notes on

	<ul style="list-style-type: none">• Provide technical guidance to State to prepare policy guidance and notes on municipal finance.• Support ULBs to identify finance options available for financing Urban Infrastructure and leveraging AMRUT funds.• Review estimates of detailed economic project costs and identify all project economic benefits in the cities.• Conduct an affordability analysis and gather information to prepare a sample financial model for the project for ULBs.• Support in the implementation of accounting and user charges reforms.• Any other related activities as assigned by the concerned.
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GENERAL INSTRUCTIONS

1. The contract period shall be initially for Mission Period.
2. The notice period for termination of contract on either side will be 3 months.
3. Salary will be negotiable based on the experience of the candidate.
4. Place of posting shall be in AMRUT Cities of Punjab or as decided by the Competent Authority from time to time.
5. Applicants who have attained their education, i.e. Masters/ Bachelors degree through regular mode from recognized universities/ institutions shall be considered eligible for the post of Municipal Finance Specialist.
6. For the post of Urban Planner, Masters/ Bachelors degree through regular mode from AICTE recognized universities/ institutions shall be considered eligible.
7. Applicant/s need to mentioned their Email ID, Contact No. and Postal Address very clearly and correctly. The same will be used by PMIDC to communicate to the applicants.
8. Any canvassing or personal follow up with an intention of inducting the process of recruitment by and on behalf of any candidate shall lead to immediate cancellation of the candidature. In case of any dispute, the decision of the PMIDC management shall be final.
9. Application is liable to be rejected at any stage of the recruitment process or even after recruitment or joining, if any information provided by the applicant is found false or is found not in conformity with eligibility criteria mentioned in the advertisement.
10. Applicant/s must have passed Punjabi of matriculation or its equivalent standard.
11. Notwithstanding to the above term, the candidates who have not passed Punjabi of matriculation or its equivalent at the time of interview have to give written undertaking that they will fulfil the requirement by appearing in Punjabi test within 6 months from the date of joining, if selected.

12. In case of any dispute, legal jurisdiction shall be in Chandigarh, the appellate authority shall be Secretary, Local Government, Punjab.
13. Applicant/s already employed should apply through proper channel and must produce a 'no objection certificate' from their employer at the time of the interview.
14. Application forms received after the due date will not be entertained.
15. Only eligible and shortlisted applicant/s will be notified of the interview, which will be communicated through email only.
16. No TA/DA will be paid to the candidates for attending the interview.
17. Interested candidates can download the application form uploaded on the website of PMDC i.e. <http://pmdc.punjab.gov.in>. Candidates may submit their application form, updated CV/ Resume, self-attested documents (educational qualifications, experience etc.) by **18th December 2018 till 5:00 pm** in the office of PMDC, Department of Local Government, Punjab Municipal Bhawan, Plot No. 3, 5th Floor, Dakshin Marg, Room No. 521, Sector 35-A, Chandigarh-160022 (U.T).
