



Muzaffarpur Smart City Limited



NOTICE FOR EMPLOYMENT

No. 33/MSC/20-21

Date:- 11/11/2020

Muzaffarpur Smart City Ltd. (MSCL) is an SPV formed by Bihar Government & Muzaffarpur Municipal Corporation for planning and Implementation of Muzaffarpur Smart City Project. MSCL invites application for below post on contractual basis:-

SL No.	Name of Post	No of Positions	Reservation Category	Upper Age Limit	Educational Qualification	Experience	Pay*
1	Chief Executive Officer (CEO)	1	Gen-01	58	(i) Master in Business Administration /PGDM or Equivalent from reputed Institutions of India or Abroad and (ii) Graduation in Engineering from reputed institutions, with at least 60% marks or equivalent grade point average.	(i) Not less than 15 years of post-qualification experience in managerial capacity in an equivalent or similar position in a reputed organization, of which not less than 5 years in urban or infrastructural sector. (ii) International engagement will be considered as an added advantage. In addition to technical competence, equal importance will be given to strategic thinkers, with a developmental mind set, an effective personality and an ability to build external and internal relationships.	2,25,000/- (Contractual)
2	Chief General Manager (CGM)	1	Gen-01	55	For Contractual - Bachelors/ Masters in Civil Engineering with Master of Planning or MBA or Construction Management or Master of Engineering in Urban Infrastructure related subject	Not less than 12 years of post-qualification experience in water supply, roads, sewerage network, urban infrastructure project formulation, review of consultancy report, work, and progress monitoring.	150,000/- (Contractual)
3	Sr. Manager - (Technical)	1	EBC-01	50	For Contractual - B.E/B. Tech (Civil Engineering)	Not less than 10 years of post-qualification experience in relevant field.	1,00,000/- (Contractual)
4	Company Secretary (CS)	1	Gen-01	50	Graduation in any discipline with at least 60% marks or equivalent grade point average and Member of Institute of Company Secretaries of India.	Not less than 05 years of post-qualification experience in managerial capacity in an equivalent or similar position in a reputed organisation. LLB will be an added advantage.	90,000/- (Contractual)
5	Manager - (Technical)	1	Gen-01 (Female)	50	For Contractual - B.E/B. Tech (Civil or Mechanical Engineering)	Not less than 06 years of post-qualification experience in relevant field.	85,000/- (Contractual)
6	Accountant	1	EBC-01	40	M.B.A./PGDM or Equivalent in financial Management or B.Com/M.Com of Equivalent Knowledge on tally	Not less than 04 years of experience in finance/Accounts in reputed organisation. tally knowledge must.	35,000/- (Contractual)
7	Stenographer	2	Gen-01 EBC-01	35	Graduate in any discipline with knowledge of short hand typing and computer	Not less than 02 Years Experience in Stenography	25,000/- (Contractual)

General Instruction:-

1. Detail information and Application form can be seen and downloaded from website: <http://muzaffarpur.nic.in>. This notice is also available in the office of MSCL, MMC.
2. Application form with complete details is to be sent through E-mail before 30-11-2020 upto 3 PM to .E-mail ID:- muzaffarpursmartcity.mscl@gmail.com. Application Form is attached
3. Filled application form should be sent through E-mail only.
4. Applicant should clearly mention the post applied for in the Application Form.
5. Recruitment on these posts will be initially for three years on contractual basis, thereafter based on the performance and need of the project it can be extended by one year each to a maximum of two years by the SPV.
6. All allowances are included in the pay as indicated against each post.
7. Candidates serving in Government Department/Undertaking are required to submit No Objection Certificate along with the Application Form.
8. Candidates once recruited by Muzaffarpur Smart City Ltd will be restricted to offer their services elsewhere.
9. All posts are non-practising in nature.
10. Application charges (non-refundable) for Unreserved/OBC/BC category is 500 rupees and SC/ST category is 250 rupees in the form of DD from a nationalized bank in the name of "Managing Director, Muzaffarpur Smart City Limited" payable at Muzaffarpur at the time of interview.
11. Incomplete application form without necessary detail or application form submitted without Qualification/Experience certificates or unattested certificates will automatically lead to rejection and shall not be considered further.
12. MSCL reserves the right to reject any or all application at any time without assigning any reasons whatsoever. In special circumstances the entire process of recruitment can be suspended or cancelled and decision of "Managing Director, MSCL" in this regard will be final and binding.
13. Qualification criteria laid down for each post is Minimum and does not imply that every applicant possessing the same will be called for interview. MSCL reserves the right to evaluate the application of candidates, and will shortlist candidates for interview.
14. Only shortlisted candidates will be called for interview and will be informed through e-mail.
15. Preference will be given to candidates with higher qualification and relevant experience.
16. In the event of qualification or experience certificate, Age proof, caste certificate or any other document for that matter found incorrect or false after the recruitment, the employment contract will be terminated and suitable legal action will be initiated against the candidate. In this case MSCL will have right to reclaim any or all compensation paid to the candidate.
17. Selection for the post of Stenographer will be based on Merit in Qualifying Examination.
18. Candidates shall have to submit a declaration that neither he has been charged /convicted from any Hon'ble Court nor dismissed / removed / compulsory retired by way of punishment from the service of any Public Undertaking / Private Sector or from Govt. Department nor he has not been declared insolvent by any court.
19. The appointment is purely on contractual basis and in no way should be construed as regular government service. The candidates will not be eligible for absorption as a regular government employee.
20. Any disputes arising shall be subject to the jurisdiction of the Appropriate Court of Muzaffarpur.
21. Managing Director, MSCL reserves the right to terminate any or all process without assigning any reason whatsoever.
22. After the employment any employee can be terminated by MSCL by giving one-month notice, without assigning any reason whatsoever. MSCL shall have full and final discretion over this matter.

Note: * Prescribed pay/remuneration may vary as per Govt. guidelines issued from time to time.

**As per Notification of General Administration Department vide notification no 963 dated 20-01-16 and letter no 11/11070-11/2015 111070-2342 Dated-15.02.18. 35% seats are reserved for female candidate. Also in accordance with notification no 963 dated 20-01-16 if these post remain vacant on account of unavailability of qualified female candidates then male candidates (General/Reservation) will be considered for the same. All other reservation applied to this employment notice is as per Bihar Govt. Guidelines.

Muzaffarpur Smart City Ltd., Muzaffarpur Municipal Corporation, Muzaffarpur. Website: <http://muzaffarpur.nic.in>, email: muzaffarpursmartcity.mscl@gmail.com, Contact No. 0621-2235279

Managing Director-Cum-CEO
Muzaffarpur Smart City Limited

25/11/20



Muzaffarpur Smart City Limited



APPLICATION FORM

1. Name of the Post Applied for : _____
2. Name of the Applicant : _____
3. Father's / Husband's Name : _____
4. Date of Birth : Date _____ Month _____ Year _____
5. As on 30-11-2020* : Year _____ Month _____ Day _____
6. Category* : GEN/OBC/EBC/SC/ST: _____
7. Nationality : _____
8. Gender : MALE FEMALE
9. Marital Status : _____
10. Contact No. (telephone) : _____
Mobile (Mandatory) : _____
11. Email (Mandatory) : _____
12. Address (With Pin Code)
 - A. Permanent: _____

 - B. Correspondence: _____

Affix Recent passport size Photograph

13. Qualification: (Attach Self Attested Photocopy)

Sl. No.	Examination Passed	Name of University/Branch	% of Marks obtained	Years of passing	Remarks
1.					
2.					
3.					
4.					
5.					



Muzaffarpur Smart City Limited



14. Details of Experience: (Attached Self Attested photo copy) The Candidate are advised to type relevant entries in the table which may increase height /width of different column/row in this table below as per requirement. If required; candidate can attach a separate sheet.

Sl. No.	Name of the address of Institute/Organization	Post held/Job responsibility	Period		Field of experience	Years of Experience*
			From	to		
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Note – (*) Mandatory

15. Any special qualification/experience regarding post applied for:

16. Professional Membership(s) if any :

17. Last Salary drawn :

18. Whether involved in any criminal case / Lawsuit at any time? If yes, please give current status.

19. Please give your views about the following two Statements

i) I want to Join MSCL because



Muzaffarpur Smart City Limited



ii) How Would I contribute to MSCL growth?

- 20. (a). Prizes / Scholarships received :
- (b) Vocational Training :
- (c) Subjects of Special interest of graduation / post -graduation :
- (d) Interest and achievement in extra-curricular activities :

21. Bank Draft Details:-

Bank Name _____ Branch Name _____
Amount in Rs. _____ Date _____ D.D. no. _____

22. List of Attached Documents –

- (a) _____
- (b) _____
- (c) _____
- (d) _____
- (e) _____
- (f) _____
- (g) _____
- (h) _____
- (i) _____
- (j) _____
- (k) _____
- (l) _____

23. Any other relevant information (Attach separate sheet)

DECLARATION

I hereby declare that statements made by me in this form are true and complete. If I am appointed and the company finds at any time that any part of the information given by me is incorrect or false or that I have cancelled any relevant information, I agree that, my appointment shall be liable for termination without any notice or compensation and appropriate legal action can be taken against me.

Place: _____

Date: _____

Signature of the Applicant

*Separate sheets can be used if required.