

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY

(A Statutory Authority Under Government of West Bengal)
3, Major Arterial Road, New Town, Kolkata - 700 156

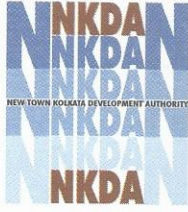
Memo No. 8509./NKDA(Estt)/Admin-1007/2021 Dated-09-08-2021

NOTICE

CONTRACTUAL ENGAGEMENT OF RETIRED GOVERNMENT EMPLOYEES

Applications are invited from eligible retired employees of State/Central Govt. and Govt. undertakings having eligibility criteria as detailed below for engagement (purely temporary basis) in the following position under New Town Kolkata Development Authority on contractual basis.

1. Chief Architect : Should have served under Govt. Dept./Govt. undertakings at the level of Chief Architect/Superintending Architect or equivalent must have minimum qualification of Bachelor in Architecture.
2. Administrative Officer or Estate Manager : Must have retired from a post not above rank of Dy. Secretary or equivalent from WBCS(Exe.) or any other equivalent cadre with background preferably in L&LR Dept. or SLRS-I (not below the rank of SRO-I).
3. Executive Engineer : Should have served under Govt. Department/ Govt. undertakings at the level Executive Engineer (Civil/ Electrical) for at least 3 years.
4. Sub-Assistant Engineer : Should have served at the level SAE(Civil/Elec) & sufficient working knowledge and must have Diploma from recognized university in Civil /Elec. Engineering.
5. Accountant : Must be Commerce Graduate having knowledge
A. G. accounting/P. W. D. accounting.
b) Served not below the rank of Accountant.
c) Must have working knowledge in Income Tax/GST matters.
d) Should have sufficient knowledge in computer operation.



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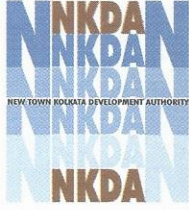
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4. Surveyor : Must be graduate in any discipline with minimum 10 years working knowledge in surveyor and should have proficiency in computer operation.
5. Junior Office Assistant : Must have worked in Govt./Govt. Undertakings at least in the rank of Upper Division Assistant. Should have sufficient knowledge in Computer Operation.
6. Work Assistant : Should have served under Engineering Departments of Govt./Govt. undertakings as Work Assistant (Civil/Electrical).
6. Group 'D' : Minimum Education Qualification Class-VIII pass, having working knowledge in any Govt. Department.

Other Conditions :

- a) Nature of Duty : As and when allotted by the Authority.
- b) Age should not be more than 62 years as on 30/06/2021.
- c) Initial tenure of engagement is for a period of 3(three) months which may be extended further subject to satisfactory performance as well as further requirement of service by the Authority.
- d) Selection to be made on the basis of interview and as per service records. Decision of the Authority in this regard will stand final.

Willing candidate may submit application in plain paper (Separate application for different posts) address to : The Chief Executive Officer, New Town Kolkata Development Authority, New Administrative Building, Plot No. DG/13, Premises No. 04-3333, AA-1D, NKDA, Kol-156 clearly mentioning the post applied for as narrated below :

- i) Name :
- ii) Father's Name :
- iii) Complete Postal Address :
- iv) Contact No. & e-mail I. D. :
- v) Date of Birth :
- vi) Age as on 30.06.2021 :
- vii) Education Qualification :
- viii) Technical Qualification :



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- ix) Experience, if any :
x) Name of the office/department last served:
xi) Name of post last held. :
(attach release order & P.P.O copy)
xii) A recent passport size photograph should be pasted on the application.
(Copies of relevant certificates & testimonials should be attached).

LAST DATE OF SUBMISSION OF APPLICATION 20/08/2021.

For submission of online application : ceonkda@gmail.com.


Chief Executive Officer
New Town Kolkata Development Authority

Memo No. 8509(3)/NKDA/Estt/Admin-1007/2021

Dated- 09-08-2021....

Copy forwarded for information to :

- 1) P. A. to Hon'ble Chairman, NKDA.
- 2) System Manager, NKDA
- 3) Notice Board at 3, Major Arterial Road, New Town, Kolkata-156.


Chief Executive Officer
New Town Kolkata Development Authority