

NEW TOWN KOLKATA DEVELOPMENT AUTHORITY.

(A Statutory Authority under Government of West Bengal)
3, Major Arterial Road • New Town • Kolkata – 700156



Memo no: 3030 /NKDA/Admn – 132 / 2010

Date: 26.11.2011

ADVERTISEMENT NO. 25/NKDA/Admn of 2011-12

Applications are invited from Indian Citizens having the requisite qualification(s) mentioned against each for engagement on contract basis against the category as detailed below in New Town Kolkata Development, New Town Kolkata, as per the terms and conditions given hereunder: -

Sl.No.	Category	Eligibility Criteria	Vacancy	Consolidated Pay in each Month.
1.	Assistant Engineer	B.E / B.Tech in Civil Engineering or equivalent degree from any recognized/affiliated University in India. At least 2 (Two) years experience in Building and Roads works / P.H. Engineering including experience in supervision of construction of different Civil works, preparation of estimates preferably having Certificate in latest version of AUTOCAD & MS Office.	1 (One)	Rs.27,000/- P.M
2.	Assistant Architect	Degree in Architecture with 2 (Two) years working experience in relevant field preferably in Government project or Big Housing projects / Architecture Firm. Knowledge in AUTOCAD & AUTOLISP is desirable.	1 (One)	Rs.27,000/- P.M
3.	Architectural Assistant.	H. S. passed from any recognized Board in India. Diploma in Architecture with knowledge in AUTOCAD & AUTOLISP. Two years experience in reputed Survey / Consultancy / Engineering Firm.	1 (One)	Rs.18,000/- P.M

Sl.No.	Category	Eligibility Criteria	Vacancy	Consolidated Pay in each Month.
4.	Draftsman	H.S. passed from any recognized Board in India. Diploma in Draftsmanship (Civil) along with Certificate in latest version of AUTOCD & AUTOLISP. Two years experience in reputed Survey / Consultancy / Engineering Firm.	1(One)	Rs. 15,000/-
5.	Sub Assistant Engineer	Diploma in Civil Engineering. Commensurate seniority in Govt. employment / reputed organisation with knowledge in AUTOCAD & AUTOLISP	1 (One)	Rs. 18,000/-

AGE : **Not exceeding 37 (Thirty seven) years as on 01st. November, 2011.**

SELECTION OF CANDIDATES :

Selection of candidates will be made on the basis of educational qualification and experience followed by interview to be conducted by the Selection Committee. After completion of selection process, engagement letter on contract basis shall be issued to successful candidate(s) for reporting to their new assignment.

MODE OF SUBMISSION OF APPLICATION:

Willing candidates shall submit application(s) in plain paper and send by **SPEED POST** to the Chief Executive Officer, New Town Kolkata Development Authority mentioning the post applied for along with relevant Bio-data supported by attested copies of documents / certificates etc. (as per format enclosed). The Envelop must be superscribed with the name of the post applied for. Application Format and other supporting documents may also be had in the Authority's website www.nkdamar.org

LAST DATE OF SUBMISSION OF APPLICATION:

APPLICATION MUST REACH WITHIN 7th DECEMBER, 2011 TO

THE CHIEF EXECUTIVE OFFICER,
NEW TOWN KOLKATA DEVELOPMENT AUTHORITY
03, MAJOR ARTERIAL ROAD, NEW TOWN,
KOLKATA- 700156

PERIOD OF ENGAGEMENT :

Initially for one year on contract basis subject to renewal which may be extended for a further period, if considered necessary, depending upon the performance etc. The engagement is terminable by serving one month's notice in advance from either side or one month's remuneration in lieu thereof

(BIO-DATA FORMAT (TO BE SUBMITTED BY THE CANDIDATE))

To
The Chairman,
New Town Kolkata Development Authority,
03, Major Arterial Road,
Kolkata- 700156

Passport size
Photograph

(To be pasted)

1. Post Applied for :
 2. Name of the Applicant :
(IN CAPITAL LETTERS)
 3. Address (Present and Permanent) :
 4. Telephone No. / Mobile No. :
 5. Father's / Husband's Name. :
 6. Date of Birth. :
 7. Nationality. :
 8. Category. SC/ST/OBC/PH/General. :
 9. Educational Qualifications. :
 10. Experience / Details of employment in chronological order:
 11. Any other relevant information which the candidate intends to furnish. :
 12. Any record of criminal conviction or proceedings pending. : YES / NO
- N.B. Authenticated/Attested copies of supporting documents / certificates as and where necessary are to be furnished with the application.

UNDERTAKING

I DO HEREBY DECLARE THAT ALL THE INFORMATION FURNISHED ABOVE ARE TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER UNDERSTAND THAT THE AUTHORITY CAN TAKE ACTION AGAINST ME IN CASE I AM FOUND TO BE GUILTY OF FURNISHING ANY WRONG INFORMATION OR SUPPRESSION OF FACT.

(Signature of the Candidate)

Place :

Date :