

महाराष्ट्र राज्य रस्ते विकास महामंडळ मर्यादित.,

(महाराष्ट्र शासनाचा उपक्रम)

वांद्रे रेक्लेमेशन डेपोसमोर, के.सी.मार्ग, वांद्रे (प), मुंबई — ४०० ०५०.

दुरध्वनी : (०२२) २६४३३८२६, Website : www.msrdc.org

सीआयएन: U45200MH1996SGC101586,



महाराष्ट्र राज्य रस्ते विकास महामंडळ मर्यादित (राज्य शासनाचा उपक्रम) यांच्या आस्थापनेवरील 'मुख्य प्रशासक (नवनगरे)' (एक पद) (अनारक्षीत) हे पद भा.प्र.से.सेवेतील सेवानिवृत्त अधिका-यांमधून कंत्राटी पध्दतीने भरण्यासाठी पुढील अर्हता प्राप्त व अनुभवी उमेदवारांकडून अर्ज मागविण्यात येत आहेत:

शैक्षणिक पात्रता:-

- १) कोणत्याही शाखेचा पदवीधर असावा.
- २) मराठी भाषेतून प्रशासकीय कामकाज करता यावे यासाठी मराठीचे ज्ञान असणे आवश्यक आहे. (लिहिणे, वाचणे व बोलणे)
- ३) एमएस-सीआयटी किंवा तत्सम परिक्षा उत्तीर्ण असावा.

अनुभव:-

- १) उमेदवारास भा.प्र.से श्रेणीतील संवर्ग पदावरील महामंडळ व प्राधिकरणातील पदावरील प्रशासन, नियंत्रण, व्यवस्थापन व अमंलबजावणी इत्यादी कामाचा अनुभव आवश्यक. तसेच,
- २) उमेदवारास शासनाचे महसूल विभागातील अपर जिल्हाधिकारी पदावरील किमान ५ वर्ष कामाचा अनुभव आवश्यक तसेच महसूल विभागातील विविध पदावरील जमीन संपादन, वाटप, प्रकल्पग्रस्तांचे पुर्नवसन, नैसर्गिक आपत्ती नियोजन, जमीन विषयक कायदे इत्यादी कामाचा अनुभव आवश्यक व महसूल विभागातील किमान २० वर्षे सेवेचा अनुभव आवश्यक. तसेच
- ३) उमेदवारास महामंडळे व विशेष प्राधिकरणातील नवनगर नियोजन व निर्माण, पायाभूत व सामाजिक सेवा-सुविधा पुरविणे, प्रकल्पग्रस्तांना जमीन / भूखंड वाटप इत्यादी कामाचा किमान ३ वर्षांचा अनुभव आवश्यक.

पारिश्रमिक (दरमहा ठोक वेतन) :-

दरमहा रु.१,३४,०००/- व अनुज्ञेय वाहन.

कंत्राटी नियुक्तीचा कालावधी:-

प्रथमतः एक वर्षासाठी.

ठिकाण:-

महामंडळाच्या आवश्यकतेनुसार महाराष्ट्रातील कोणत्याही कार्यालयात.

TERMS & CONDITIONS OF APPOINTMENT

(I) AGE CRITERIA :

1. Age should not be more than 65 years as on 01.06.2019.
2. Date of Birth will be considered as per the S.S.C. Certificate /School Leaving Certificate.

(II) GENERAL CONDITIONS :

1. The candidates should be domicile of Maharashtra State.
2. Candidate should be able to read, write and understand Marathi.
3. Should possess adequate knowledge of Computer applications.
4. Candidates must make sure that he/she is fulfilling all the required educational and experience criteria. Candidature can be cancelled at any time and any stage, if a candidate is not fulfilling the requisite criteria.
5. If any false/incorrect information furnished by the candidate is detected at any stage or recruitment process, his/her candidature will be cancelled.
6. Incomplete application will be rejected.

7. Candidate will not be eligible for the appointment if he/she is punished by any court in the civil/Criminal cases. Candidate must produce the details, if he/she is facing police inquiry/outstanding court matter or punishment if any; selected candidate must submit NOC from the police department at the time of appointment.
8. Selected candidate appointed in MSRDC will have to work at any place within State of Maharashtra.
9. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regards to their selection / recruitment shall result in disqualification of candidature.
10. Candidate must remain present with their own expenses for the entire recruitment drive.
11. The recruitment in MSRDC is done strictly as per merit in a systemic way giving appropriate weightage to various parameters as decided by Management.
12. Statutory deductions viz, TDS / Professional Tax etc. will be deducted as per the relevant rules from the fixed consolidated pay.
13. Candidates should keep their mobile number and e-mail ID active for the entire duration of the recruitment drive. All official communication will be sent to their respective e-mail ID.

(III) OTHER CONDITIONS:

1. MSRDC reserves the right to change/cancel/ modify/add any of the criteria, method of selection, number of posts, appointment etc. with or without assigning any reason.
2. MSRDC reserves the right to relax the eligibility criteria (if required) in the interest of MSRDC.
3. MSRDC has right to cancel this advertisement without giving any notice at any time.
4. Decision of MSRDC in all matters related to this recruitment drive will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by MSRDC in this behalf.
5. MSRDC also reserves the right to shortlist the application for calling the candidates for test/interview. No enquiries/correspondence will be entertained in this regard. Decision of appointing authority shall be final and binding for all purposes. Documents will be verified before test/interview.
6. **Last date of receipt of application is 10.06.2019 at 17.00 hrs.** Shortlisted candidates will be communicated for written test/interview by e-mail only.

(IV) HOW TO APPLY -

1. Download Recruitment Application Form.
2. Fill/retype all the required information in Application Form.
3. Attach all the required attested documents including updated Bio Data/Resume with the Application Form.
4. Put Application Form, all relevant documents, in an envelope and seal the envelope.
5. Write **Application For The Post Of 'Chief Administrator (New Towns) on contract basis'** on the top of the envelope.
6. **Send the application by hand delivery or by RPAD to the following address and should reach MSRDC on or before 10.06.2019 at 17.00 hrs.:**
General Manager (Administration)
M.S.R.D.C. (Ltd)
Opp. Bandra Reclamation Bus Depot,
Near Lilavati Hospital,
Bandra (W), Mumbai - 400 050.
7. **Applications received after 10.06.2019 at 17.00 hrs. for any reasons what so ever will not be considered and such applications will be treated as rejected.**

(V) SELECTION PROCEDURE -

1. Eligible candidates will be called for interview depending upon the number of candidates shortlisted.
2. MSRDC reserves the right to shortlist the candidates for written test/ interview.
3. Decision of MSRDC Management will be final and binding on all candidates.

Sd/-
VC & MD
MSRDC Ltd.

12. Place of Birth :

Village / Town : Police Station :

District : State :

13. Education Qualifications (In Reverse Chronological Order) :

| Sr. No. | Examination Passed | Board / University | Year of Passing | Subjects (Separate sheet may be attached, subject should be listed and sheet should be signed) | Division / Class | Percentage Obtained |
|---------|--------------------|--------------------|-----------------|--|------------------|---------------------|
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |

14. Additional Qualification, if any :

15. Languages : (please ✓)

| Language | Read | Write | Speak | Understand |
|----------|------|-------|-------|------------|
| English | | | | |
| Marathi | | | | |
| Hindi | | | | |

16. Are you presently working with the Government? (Yes / No) :

17. If yes, specify the following details :

Appointment Type Permanent / Deputation / Adhoc / Casual / Contractual

Name of the Office :

Name of post held :

Duration in Months : From.....To.....Total Months.....

18. Previous Employment Details (from earlier to present employment) :

| Name of the Office / Organization | Name of Post held | Nature of Work | Duration / Period | | |
|--|-------------------|----------------|-------------------|----|-------------------|
| | | | From | To | Total (in months) |
| | | | | | |
| | | | | | |
| | | | | | |
| Total work experience (In Months) | | | | | |

19. Have you at anytime been debarred from Any examination and/or selection conducted by UPSC/PSC/DSC? (Yes/No) :

20. Attach the following Documents :(Self Attested Copies)

- | | |
|--|----------|
| 1. S.S.C certificate | Yes / No |
| 2. School Leaving Certificate | Yes / No |
| 3. Graduation/Degree Certificate | Yes / No |
| 4. Post Graduation Certificate (If applicable) | Yes / No |
| 5. MSCIT Certificate | Yes / No |
| 6. Domicile Certificate | Yes / No |
| 7. Experience Certificates | Yes / No |
| 8. Any other (Please specify) | Yes / No |

Declaration :

I certify that the foregoing information is correct and complete to the best of my knowledge and belief. I also understand that my candidature is liable to be cancelled in case of any false statement.

Signature of Candidate :

Name of Candidate :