



**Government of Jammu & Kashmir  
Housing & Urban Dev. Department  
Civil Secretariat  
Srinagar/Jammu**

**ADVERTISEMENT NOTICE No. 01 of 2016  
Dated 29 -02-2016**

**Subject:-** Advertisement for engagement of Experts for State/ City level technical cells under Housing for All (HFA) purely on contractual basis.

- a) Date of commencement for submission of applications = 01 -03-2016  
b) Last date for submission of application= 16-03-2016

**Total number of posts advertised = 44**

1. In view of the guidelines of "Housing for All" under Pradhan Mantri Awas Yojana, Applications are invited from the eligible candidates for participating in the selection process for the engagement of Experts for State/ City level technical cells under Housing for All (HFA) purely on contractual basis as shown in the **Annexure "A"** to this notification who:-
  - a) are permanent residence of J&k State
  - b) are having age between 18 to 40 years as on 01-01-2016;
  - c) are in possession of the prescribed academic/ professional/ technical qualification and fulfil all other eligibility condition wherever required as shown against each post/ item in the Annexure by are before last date of submission of application forms i.e. 16 -03-2016.
2. The applicant shall deposit fees of Rs. 500/ (Rupees Five Hundred Only) in the shape of cheque in the name of State Urban Development Agency (SUDA).
3. The applicant who are eligible for applying for more than one post are required to apply separately for each post.
4. The applicant should submit the application on prescribed form along with required copies of documents either in person or by registered post in the office of State Urban Development Agency (SUDA) civil Sectt. Jammu by or before the last date mentioned as above .
5. Application form incomplete in any manner shall be liable for rejection without any notice.
6. The last date for submission of application forms as prescribed above shall be the cut of date for determining the eligibility to apply for the post. The age limit is determinable with reference to the 1st of January 2016. Any qualification/ experience acquired after last date of receipt/ submission of application form shall not be taken into account for any purpose.
7. The prescribed qualifications reflect the bare minimum requirement of the job and mere possession thereof shall not entitle a candidate to be called for interview.

8. Call letter shall not be issued individually; however, the department shall give wide publicity through print and electronic media about the venues date of interviews for the information of the eligible candidates. No claim of being unaware of the dates/ scheduled for interview shall be entertained.
9. The candidate must produce the original qualification certificates before the committee constituted by the department for the interview. Any candidate who failed to produce the original / relevant/ testimonial documents on the schedule date shall not be allowed to appear in the interview.
10. No TA/DA will be paid for participation in the interview.
11. Engagement shall be purely made on contractual basis for two years and co-terminus with the scheme.
12. The Housing & Urban Development Department shall have the right to dis-engage any of the candidates before expiry of contractual period of two years for poor performance, indiscipline or any other act which is constructed deter-mental in the implementation of the scheme and decision of the Commissioner/ secretary, Housing & Urban Development Department shall be final.
13. Additional weightage of **5 points** shall be given to the candidates fulfils the prescribed eligibility criteria and who have already worked in RAY Scheme.

### Annexure- 'A' to advertisement notice no. 01 of 2016 dated:- -02-2016

S. No	Name of the Post	Cadre /City level	Name of Cluster	No. of Posts	Prescribed qualification/Eligibility
1.	Urban Planner /Town Planning Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	City Level	Srinagar, Ganderbal, Budgam	01	i) Post Graduate/ Graduate in Urban Planning along with 3-5 year's work experience in urban planning with experience in infrastructure projects and working with large scale urban development/affordable housing/slum development projects /programmes.  ii) Preference shall be given to the candidates having experience of reform oriented projects and in implementing urban reforms for States and ULBs.
			Baramulla & Sopore	01	
			Kupwara & Handwara	01	
			Anantnag, Shopian Pulwama & Bijbehara	01	
			Leh & Kargil	01	
			Jammu, R.S. Pura & Udhampur	01	
			Samba, Kathua & Basohli	01	
			Kishtawar, Doda Ramban & Baderwah	01	
			Poonch & Rajouri	01	
			<b>Total</b>	<b>09</b>	
2.	Municipal/Civil Project Engineer Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	City Level	Srinagar, Ganderbal, Budgam	01	i) Post graduate/ Graduate degree/ diploma in Engineering with specialization in public health or civil engineering or Diploma in Engineering along with 3 years of experience in procurement, design, and supervision of housing and infrastructure works.  ii) Ability to assist ULBs to set standards and procedures for ensuring quality and monitoring compliance.  iii) Preference shall be given to the candidates having experience as municipal engineer.  iv) In case of non availability of candidates with Master degrees, Bachelor Degree/ Diploma holder shall be considered for the said post.
			Baramulla & Sopore	01	
			Kupwara & Handwara	01	
			Anantnag, Shopian Pulwama & Bijbehara	01	
			Leh & Kargil	01	
			Jammu, R.S. Pura & Udhampur	01	
			Samba, Kathua & Basohli	01	
			Kishtawar, Doda Ramban & Baderwah	01	
			Poonch & Rajouri	01	
			<b>Total</b>	<b>09</b>	

3.	PPP Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	Divisional Level	Srinagar	01	(i) Post Graduate/Graduate in Economics/ Commerce/ Finance with 3-5 year of professional experience in developing and managing projects on PPP mode and experience in formulation of PPP projects (including relevant concession agreements, due diligence processes, value for money audits, public sector comparator, etc.)  (ii) Preference shall be given to the candidates having experience in preparing project agreements, tender process, detailed legal and contractual agreements, risk management and contingent liability issues, and financial analysis of complex project proposals with respect to PPP projects.
			Jammu	01	
			<b>Total</b>	<b>02</b>	
4.	Urban Infrastructure Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	Divisional Level	Srinagar	01	(i) Post graduate/graduate degree or diploma in engineering from recognized university along with 3-5 years of experience in designing and managing municipal infrastructure projects/urban infrastructure and public housing sector, public health engineering.  (ii) Preference shall be given to the candidates having Knowledge of laws and procedures of urban Local Bodies in India.
			Jammu	01	
			<b>Total</b>	<b>02</b>	
5.	Capacity Building/ Institutional Strengthening Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	City Level	Srinagar, Ganderbal, Budgam	01	(i) Post Graduate/Graduate degree or Diploma in Urban Planning and Management or Social Sciences practical experience of working in the development areas preferably in urban development along with 3 year experience in urban sector.  (ii) Preference shall be given to the candidates having Wide knowledge of Adult learning methodology and capacity building experience in the urban sector and capacity assessment, curricula development, course organization, training and training impact evaluation and experience in implementing capacity building programme for states and ULBs and experience in designing, implementing and evaluating capacity building activities, preferably in the municipal environment.  (iii) In case of non availability of candidates with Master degrees, Bachelor Degree/ Diploma shall be considered for the said post.
			Baramulla & Sopore	01	
			Kupwara & Handwara	01	
			Anantnag, Shopian Pulwama & Bijbehara	01	
			Jammu, R.S. Pura & Udhampur Samba, Kathua & Basohli	01	
			Kishtawar, Doda Ramban & Baderwah	01	
			Poonch & Rajouri	01	
			<b>Total</b>	<b>07</b>	
6.	Social Development Specialist  (PG= Rs.45000/-)	Divisional Level	Srinagar	01	i) Post Graduate/ Graduate or Diploma in social Sciences along with 3-5 year's experience in undertaking social and community development initiatives and appraisals in the Municipal department.
			Jammu	01	

	Graduate= Rs. 35000/- Diploma= Rs. 25000/-)		<b>Total</b>	<b>02</b>	ii) Preference shall be given to the candidates having experience of working in the development areas, preferably with urban community & slums & experience in participatory planning & Community mobilization.
7.	MIS Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	City Level	Srinagar, Ganderbal, Budgam	01	(i) BE/B-tech in Computer Science / Electronics/ IT, MCA/PGDCA, MSC Computer Science along with Minimum 3 year's experience in Government /Semi Govt. / autonomous organizations/private company of repute and exposure to software development & project management, database management, MIS etc and ability to work in team and train staff on the job to use the systems and assist in day today issues related to IT.  (ii) Preference shall be given to the candidates having M.E/M.Tech Degree in computer sciences /IT or MBA-IT  (iii) In case of non availability of candidates with above degrees, Diploma shall be considered for the said post.
			Baramulla & Sopore	01	
			Kupwara & Handwara	01	
			Anantnag, Shopian Pulwama & Bijbehara	01	
			Leh & Kargil	01	
			Jammu, R.S. Pura & Udhampur	01	
			Samba, Kathua & Basohli	01	
			Kishtawar, Doda Ramban & Baderwah	01	
			Poonch & Rajouri	01	
			<b>Total</b>	<b>09</b>	
8.	Environmental Specialist  (PG= Rs.45000/- Graduate= Rs. 35000/- Diploma= Rs. 25000/-)	Divisional Level	Srinagar	01	(i) Post graduate/ Graduate degree/ diploma in environmental studies or similar field along with 3-5 years of experience in assessing, monitoring, and mitigating environmental impacts of urban infrastructure projects and experience and knowledge of environmental laws and regulations of the state.  (ii) Preference shall be given to the candidate having experience in Government sector.
			Jammu	01	
			<b>Total</b>	<b>02</b>	
9.	Urban Economic specialist	Divisional Level	<b>Srinagar</b>	<b>01</b>	(i) Master Degree in Economics with Experience in Urban development and urban poverty reduction sector and 5-7 year experience in urban infrastructure development/ affordable housing sector
			<b>Jammu</b>	<b>01</b>	
			<b>Total</b>	<b>02</b>	

The Number of posts shown against each vacancy is indicative and may increase or decrease as per requirement of the department.

Sd/-  
**Joint Director (P&S)**  
**Housing & Urban Development Department**

No. HUD/Plan/CSS/31/2014

Dated:- 29-02-2016

Copy to the:-

1. Managing Director, J&K Housing Board Jammu for information.
2. Private Secretary to Commissioner /Secretary to Govt .H&UDD for information to Commissioner/Secretary.

### Qualification/Eligibility Criteria

S.No.	Name of the department	Name of the Post	Cadre /City level	No. of Posts	Prescribed qualification/Eligibility
1.	Housing &Urban Development Department	<b>Urban Planner /Town Planning Specialist</b>	City Level (01 post for each city/ town)	22	<ul style="list-style-type: none"> <li>iii) <b>Post Graduate or Graduate.</b></li> <li>iv) <b>Having experience in project management with 3-5 years in a managerial position.</b></li> <li>v) <b>Experience in working with large scale urban development/affordable housing/slum development projects /programmes.</b></li> <li>vi) <b>Experience in implementing urban reforms for States and ULBs.</b></li> </ul>
2.	Housing &Urban Development Department	Housing Finance and Policy Specialist	City Level	2	<ul style="list-style-type: none"> <li>i) Post graduate or graduate in finance from recognized university with 5-7 years of experience in housing finance sector.</li> <li>ii) Having 3-5 yrs. experience in housing finance &amp; banking and housing policy.</li> <li>iii) Experience in working with state government to examine and develop a range of options for financing housing projects.</li> <li>iv) Experience in training ULB staff on municipal finance, project finance and resource mobilization.</li> <li>v) Experience in promoting dialogue between all stakeholders involved in the housing finance sector at state level.</li> <li>vi) Experience in identifying and quantifying potential capital financing sources for housing finance in the country.</li> </ul>
3.	Housing &Urban Development Department	Municipal Finance Specialist	City Level	2	<ul style="list-style-type: none"> <li>(i) Post graduate or graduate in finance from recognized university with 5-7 years of experience in municipal finance.</li> <li>(ii) Experience in evaluating urban infrastructure investments, and helping city governments to use a</li> <li>(iii) range of options for financing projects.</li> <li>(iv) Experience to advice and train staff in municipal finance, project finance and resource mobilization, public private partnerships etc.</li> </ul>
4.	Housing &Urban Development Department	<b>Municipal/Civil Engineer</b>	City Level	2	<ul style="list-style-type: none"> <li>v) Post graduate degree in Engineering with specialization in public health or civil engineering.</li> <li>vi) Having 5-7 years of experience in procurement, design, and supervision of housing and infrastructure works.</li> <li>vii) Experience in implementing new technologies in the housing sector.</li> <li>viii) Ability to assist ULBs to set standards and procedures for ensuring quality and monitoring compliance.</li> <li>ix) Prior experience as municipal engineer will be an added advantage.</li> </ul>
5.	Housing &Urban Development Department	PPP Specialist	City Level	2	<ul style="list-style-type: none"> <li>(iii) 5-7 years of professional experience in developing and managing projects on PPP mode.</li> <li>(iv) Experience in formulation of PPP projects (including relevant concession agreements, due</li> <li>(v) diligence processes, value for money</li> </ul>

					<p>audits, public sector comparator, etc.)</p> <p>(vi) Experience in preparing project agreements, tender process, detailed legal and contractual</p> <p>(vii) agreements, risk management and contingent liability issues, and financial analysis of complex</p> <p>(viii) project proposals with respect to PPP projects.</p>
6.	Housing & Urban Development Department	Urban Infrastructure Specialist	City Level		<p>(iii) Post graduate/graduate degree or diploma in engineering from recognized university.</p> <p>(iv) Experience in urban infrastructure and public housing sector, public health engineering.</p> <p>(v) 3-5 years of experience in designing and managing municipal infrastructure projects.</p> <p>(vi) Knowledge of laws and procedures of urban Local Bodies in India.</p> <p>(vii) Fluency in local language essential.</p>
7.	Housing & Urban Development Department	Capacity Building./ Institutional Strengthening Specialist	City Level	2	<p><b>(iv) Master's degree in Urban Planning or Management or Social Sciences/Economics/Public Administration.</b></p> <p><b>(v) 5-7 years of working experience in the urban development sector.</b></p> <p><b>(vi) Wide knowledge and experience in implementing capacity building programme for states and ULBs.</b></p> <p><b>(vii) Experience in designing, implementing and evaluating capacity building activities, preferably in the municipal environment.</b></p>
8.	Housing & Urban Development Department	Social Development Specialist	City Level	2	<p>(i) Master's degree in Social Science/Sociology/Development Studies.</p> <p>(ii) 5-7 year of work experience in social and community development.</p> <p>(iii) Experience of working in the development areas, preferably with urban community and slums.</p> <p>(iv) Knowledge and experience in participatory planning and community mobilization.</p> <p>(v) Fluency in local language is essential.</p>
9.	Housing & Urban Development Department	<b>MIS Specialist</b>	City Level	2	<p><b>(iv) BE/B-tech in Computer Science or IT or Electronics or MCA. Preference shall be given to having M.E/M.Tech Degree in computer sciences /IT or MBA-IT</b></p> <p><b>(v) 5-7 years of experience in government/semi govt. / autonomous organizations/private company of repute.</b></p> <p><b>(vi) Exposure to software development &amp; project management, database management, MIS etc.</b></p> <p><b>(vii) Ability to work in a team and train staff to use the systems.</b></p>
10.	Housing & Urban Development Department	Environmental Specialist	City Level	2	<p>(ii) Post graduate degree in environmental engineering or similar field.</p> <p>(iii) 5-7 years of experience in assessing, monitoring, and mitigating environmental impacts of urban infrastructure projects.</p> <p>(iv) Experience and knowledge of environmental laws and regulations of the state.</p>

					(v) Experience in government sector will have added advantage.
11.	Housing & Urban Development Department	Procurement Specialist	City Level	2	<ul style="list-style-type: none"> <li>(i) Post graduate or graduate degree in Accounting, Finance, Business Administration, Economics, Project Management, Law, or other relevant degree.</li> <li>(ii) 5-7 years of experience in managing procurement programmes/activities in the public/private sector.</li> <li>(iii) Knowledge in state government's rules and procedures on procurement practices.</li> <li>(iv) Experience in working in local government would be an added advantage.</li> <li>(v) Fluency in local language essential.</li> </ul>
12.	Housing & Urban Development Department	IEC knowledge Management Specialist	City Level	2	<ul style="list-style-type: none"> <li>(i) Graduate/diploma in Mass Communication/ Public relations/ Journalism/Social Work/Development.</li> <li>(ii) Experience in advocacy management preferably in urban sector.</li> <li>(iii) 3-5 years of experience in conducting knowledge management activities and preparation of IEC strategy.</li> <li>(iv) Knowledge and experience of government systems and procedures.</li> <li>(v) Fluency in local language essential.</li> </ul>

\* \* \*

**Application form for Advertisement Notice No:-01 of 2016 dated:- 26-02-2016**



1- POST APPLIED FOR .....

2- NAME OF THE APPLICANT: .....

2a. FATHER/HUSBAND'S NAME: .....

3- DATE OF BIRTH (DD/MM/YY): .....

.....

(SSLC Marks card to be enclosed for age proof)

4. PERMANENT ADDRESS: .....

.....

5. ADDRESS FOR COMMUNICATION.....

.....

CONTACT NUMBER: PHONE: ..... MOBILE: .....

E-MAIL ID: .....

6. EDUCATIONAL QUALIFICATION: Details of degrees

S.No	Qualification	Semester/Year	Year of Passing	Maximum Marks	Marks obtained	% of marks
1						
2						
3						
4						
5						
6						

7- EXPERIENCE:

S.No	Organization	Designation	HR Manager Contact No.	Duration		Total months of experience	
				From	To	General in the Field	Ass Team Leader
1							
2							
3							
4							
5							
6							

8- PROJECT HANDLED:

S.No	Organization	Project	Period	Brief Note
1				
2				
3				
4				
5				
6				

9- MONTHLY SALARY BEING DRAWN PRESENTLY: .....



10- REFERENCES:

S.No	NAME	ADDRESS	CONTACT No.
1			
2			
3			
4			
5			
6			

11- ACHIEVEMENTS & HONOURS:

- A.
- B.
- C.

NOTE: ENCLOSE SELF ATTESTED COPIES OF

- A) Detailed Resume
- B) Marks cards of all semesters.
- C) Educational qualification certificates
- D) Experience Certificate.
- E) Salary Certificate.
- F) NOC

Place:

Date:

SIGNATURE OF THE CANDIDATE