

CHANDIGARH ADMINISTRATION
DEPARTMENT OF URBAN PLANNING

(ARCHITECTURE WING)
U.T. SECRETARIAT BUILDING
SECTOR-9D, CHANDIGARH

Applications are invited by 30.09.2019 upto 5.00 P.M. for filling up two posts of Draftsman (Unreserved category) on regular basis in the pay scale of Rs.10300-34800+4200 G. Pay, minimum of the pay band of the post i.e. Rs.10300/- or D.C. Rate whichever is higher.

Note:- During probation of 3 years and extended period of probation, if any, the selected candidates will draw emoluments as per Punjab Government vide letter No.7/204/2012-4FP1/66 dated 15.1.2015 and Punjab Government Notification dated 05.09.2016 duly adopted by the Chandigarh Administration, Department of Personnel vide letter No.28/70-IH(7)-2015/14387 dated 10.7.2015 and letter No. 28/70-IH(7)-2016/31807 dated 30.11.2016 as mentioned below:-

1. In direct recruitment, the newly recruited employees will be paid Fixed Monthly Emoluments which will be equivalent to the minimum of the pay band of the post during three years probation period including extended probation period, if so, and grade pay, increment or any other allowances except traveling allowance will not be paid.
2. After completion of probation period successfully, the employee will be entitled for minimum pay in pay band, including Grade Pay and all other allowances.
3. Period of probation, and extension in probation period, if any, will not be counted towards period of service in the time scale.
4. An employee already working under Chandigarh Administration having lien on any post will be entitled to salary of lien post during probation period on new post.
5. The employee will be covered under New Defined Contributory Pension Scheme during probation period and he/she will be entitled to matching share by the Government.

The age, educational qualifications etc. for the same are as follows:-

Draftsman (Unreserved Category)

AGE: Between 18 years to 37 years as on 1st January 2019 (Relaxation for Departmental candidates upto 40 years for appointment by Direct Recruitment will be available only those departmental candidates who have rendered at least three years continuous service under Government (Chandigarh Administration) and upto 5 years of the other Govt. Servants in accordance with the instructions of the Govt. of India)

QUALIFICATIONS:

Essential : (i) Three years diploma in Architectural Assistantship or its equivalent from any institution recognized by Central Govt./State Govts. having three years experience under a qualified Architect after attaining the said qualification OR ITI Certificate/Diploma in Civil Draftsmanship or its equivalent from any institution recognized by the Centre Government/State Govt., with four year experience under a qualified Architect after attaining the said qualification.

(ii) The candidate appointed by direct recruitment will submit the certificates of ICT Skills Course Course on Computer Course (CCC)+ - 80 hours from a Govt. recognized institution OR a reputed institution which is an ISO 9001 certified or Department of Electronics Accreditation of Computer Course (DOEACC) of Govt. of India or from NIELIT and its authorized institutions.

(iii) The candidates who have Certificate/Diploma/Bachelor's Or Master's Degree in Computer Science from any recognized Institution/University shall be exempted from ICT skills course.

Desirable: Adequate knowledge & Experience of Computer in Aided Design such as Autocad (2D & 3D), revit, photoshop etc.

Applicant must enclose certified copies of documenting proofs but not limited to age Qualifications, experience and other documentary proof of Diploma in Architecture, experience of having knowledge of Computer in Aided Design such as Autocad (2D & 3D), revit, photoshop etc alongwith two self attested copies of latest passport size photographs & one self addressed envelope duly stamped inscribing on the envelope that "APPLICATION FOR THE POST OF DRAFTSMAN (UNRESERVED CATEGORY) (ON REGULAR BASIS) and send the application on or before 30.09.2019 upto 5 P.M. in the office of the Chief Architect, Deptt. of Urban Planning, Chandigarh Administration, Room No.322, 3rd Floor, U.T. Secretariat Building Sector-9 D, Chandigarh. Incomplete application or application received after the due date will be rejected. Prior to appointment the exercise done will be provisional and no one have any right to stake the claim for appointment as such. No TA/DA will be paid for test.

Sd/-
CHIEF ARCHITECT
DEPARTMENT OF URBAN PLANNING
CHANDIGARH ADMINISTRATION.