

CHANDIGARH ADMINISTRATION
DEPARTMENT OF URBAN PLANNING

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

Applications are invited by 31.08.2018 upto 5.00 P.M. for filling up one post of Architectural Assistant (unreserved category) on regular basis in the pay scale of Rs.10300-34800+5000 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:-

ARCHITECTURAL ASSTT. (UR)

AGE: Between 18 years to 37 years as on 1st January 2018 (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) Should possess a Degree in Architecture or diploma in Architecture, recognized as equivalent to Degree in Architecture by the Council of Architecture constituted under Section 3 of Architects Act, 1972.

(ii) The official appointed by direct recruitment, shall undergo 80 hours training from the requisite institute in the field of duties/responsibilities of the post including prescribed ICT skills and shall complete the same within the probation period

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 degree 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 ARCHITECTURAL ASSISTANT (ON REGULAR BASIS) and send the application on or before 31.08.2018 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/-
KAPIL SETIA
CHIEF ARCHITECT
DEPARTMENT OF URBAN PLANNING
CHANDIGARH ADMINISTRATION.