

# Delhi Tourism & Transportation Development Corporation Ltd.

18-A, DDA shopping-Cum-office Complex, Defence Colony, New Delhi- 110024

## NOTICE FOR RECRUITMENT ON DEPUTATION

Applications are invited for the following posts on deputation basis from the eligible officers/officials of Central Government/ State Government/ Public Sector Undertaking/ Autonomous Bodies:

S no.	Name of the post	Number of Post	Level in the pay Matrix	Recruitment Rules
1.	Chief Project Manager	1	Level - 14	Serving Chief Engineer/Chief Project Manager OR Superintending Engineer's (Civil) having minimum experience of Five years preferably having sufficient/adequate knowledge & experience of construction of flyovers and bridges or building works.
2	Superintending Engineer (Civil) / Project Manager	2	Level -12	Serving Superintending Engineer (Civil) OR Executive Engineer (Civil)) having a minimum experience of 5 years of service in the Level 11 in Pay Matrix and possessing Degree in Civil Engineering from a recognized University preferably having experience in construction of flyovers/bridges or building works.
3	Executive Engineer (Civil)	4	Level-11	Serving Executive Engineer (Civil) OR Assistant Engineer (Civil) having a minimum experience of eight years as Assistant Engineer preferably having experience in construction of flyovers/bridges or building works.
4	Executive Engineer (Electrical)	2	Level-11	Serving Executive Engineer (Electrical) OR Assistant Engineer (Electrical) having a minimum experience of eight years as Assistant Engineer preferably having experience in construction of flyovers/bridges or building works.
5	Assistant Engineer (Civil)	2	Level-9	Serving Assistant Engineers (Civil) OR Junior Engineers (Civil) having a minimum experience of 5 years preferably having experience in construction of flyovers/bridges or building works.
6	Assistant Engineer (Electrical)	2	Level-9	Serving Assistant Engineers (Electrical) OR Junior Engineers (Electrical)) having a minimum experience of 5 years preferably having experience in construction of flyovers/bridges or building works.
7	Account Officer	2	Level-9	"Passed S.A.S/AAO(C) examination OR CA/CMA/(Inter)  Possesses 5 year of experience of working in the Accounts Department of Government/ Organizations/ Corporation and is well conversant with the latest rules & regulations of Accounting procedure AND Desirable knowledge of Commercial Accounting & Procedure and Tax related issues.
8	D/Man (Civil)	1	Level-6	Serving grade – 1 Draftsman working in the same scale or having minimum experience of 5 years Draft man Grade-1.
9	AG-1 (Acctts)	2	Level-6	Serving office Superintending or UDC's with minimum of 5 years CPWD accounts experience along with computer knowledge, Tally Software and Commercial Accounting.

**Note:-**

The maximum age limit for appointment by deputation shall not exceeding 56 years as on closing date of receipt of applications. The applications should reach the undersigned by 31.01.2019 at the address: 18-A, DDA shopping-Cum-office Complex, Defence Colony, New Delhi- 110024. The deputation will be initially for a period of two years extendable further at the discretion of the Competent Authority. Applicants may forward their application through proper channel with NOC along with ACRs for the last five years to the undersigned by the stipulated date. Incomplete application will not be entertained. Private Candidates are not eligible to apply for the above posts.

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**FORMAT OF APPLICATION**

1. Advertisement dated : .....
2. Post applied for : .....
3. Name in full (Block Letters): .....
4. Father's / Spouse Name:.....
5. (a) DOB : (dd/mm/yyyy).....  
(b) Age on closing date :.....
6. Belongs to category :.....
7. Educational /Technical Qualifications: (In chronological order from matriculation onwards).

S.no.	Name of Course/ Exams passed	University/Institution/Board	Duration of the Course	Year of Passing	Main subjects taken	Subjects of specialization	Div./ Class & % of Marks

(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

8. Employment Record:- (Details in chronological order, starting with the first job to current employment status).

S.No.	Name & Address of Employer	Post/ Designation	Period from to		Total period of each employment in years, months & days for the said post/ designation	Scale of pay/ pay Level	Nature of duties

(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)

9. Total Experience in years.....

10. Total Experience in years as per eligibility criteria of DTTDC.....

11. Computer Skills:.....

12. Course/ Certification:.....

13. (i) Address for correspondence:.....

(in BLOCK LETTERS):.....

Pin Code: .....

(ii) Office Address: .....

(in BLOCK LETTERS: .....

Pin Code .....



**CERTIFICATE**

**(TO BE FORWARDED BY THE HEAD OF ORGANIZATION)**

**(Applicable for candidates working in Central/ State Govt./Public Sector Undertakings/ Autonomous Institutions)**

- (i) Certified that the particulars have been verified and found to be correct. It is also certified that no disciplinary/ vigilance proceedings are either pending or contemplated against the officer and integrity of the officer is also certified.**
- (ii) The application of Mr. Mrs/ Ms..... is recommended. In case of his/her selection, the Department /Organization will rely on him/her.**
- (iii) Copies of ACRs /APRs for the last five years are also enclosed.**

**Place  
Date:**

**Signature of the Head of the  
Organization/ Office with Office Seal**

## **GUIDELINES/ INSTRUCTIONS**

### **NOTE:-**

1. Envelope containing application should be super-scribed with “APPLICATION FOR THE POST OF -----(SL No.....)”
2. The pay of the officials selected will be regulated by CCS (RP) Rules 2016 dated 25.07.2016 (amended from time to time) and the maximum age limit for appointment on deputation shall be 56 years on the date of closing of the applications.
3. In addition to pay, DA/HRA and other allowance are payable as admissible to the employees of the Corporation. The deputationist will be governed by DoPT’s standard terms and conditions of deputation as applicable from time to time.
4. Mere fulfillment of educational qualifications and experience does not entitle a candidate to be called for interview. The Screening Committee will adopt its own criteria for holding the interview.
5. The number of posts is indicative only. The competent Authority may increase or decrease the number of posts in each category on its discretion, based on requirements.
6. For the above posts interested candidates presently serving in Central Govt/ State Government/ Public Sector Undertaking/ Autonomous bodies etc. and keen to serve on deputation may please apply so that their application reaches us by 31.01.2019, in the enclosed proforma (Annex-A) along with two passport size photographs, attested photo copies of educational certificates, experience, NOC and ACRs of the last five years etc. the candidates should bring the testimonials in originals of all the qualifications and experience in the relevant area over and above the minimum prescribed qualifications at the time of interview.
7. No TA/ DA shall be paid to short- listed candidate for attending interview.
8. No TA on transfer will be paid by DTTDC.
9. Since vacancies advertised are to be filled up on deputation basis, private candidates are not eligible.
10. Completed applications (in all respect) should be sent to Senior Chief Manager (Personnel) 18-A, DDA shopping-Cum-office Complex, Defence Colony, New Delhi- 110024 applications received after the closing date (i.e. 31.01.2019) or otherwise found incomplete may liable to be rejected.