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APPLICATION FORMAT

Application for the post of **GIS Expert / GIS Digitization Operator on Contract Basis** in the NCR Planning and Monitoring Cell, Department of Urban Development, GNCTD.

- 1. Name of the Applicant: _____
- 2. Father's Name _____
- 3. Date of Birth _____
- 4. Address for Correspondence _____
Pin code:- _____
- 5. Mobile No.: _____
- 6. Email id: _____
- 7. Educational Qualification:

Self-Attested Recent Passport size photograph

S.No.	Degree/Diploma	Board/University	Year of passing

8. Experience Details:

Sl. No	Name of Department where service rendered	Post Held	Duties Performed	Period of service		Total period of service
				From	To	
1.						
2.						
3.						
4.						

Declaration:- I _____ S/o _____, do hereby certify that the above information is true and correct to the best of my knowledge and belief. Further, there is no criminal / vigilance enquiry / proceedings pending or likely to be contemplated against me as on date

Place:

(Signature of Applicant)

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TERMS AND CONDITIONS

(A) SELECTION CRITERIA

The Selection of willing and eligible candidates for filling up of one post of GIS Expert on contract basis in NCR Planning & Monitoring Cell, Department of Urban Development, GNCTD shall be made by the Selection Committee through Interview who will recommend a panel of suitable candidates from amongst the applicants.

(B) Educational Qualifications and Experience:

- 1) Post Graduate Degree in Remote Sensing / GIS / Geo-Informatics
- 2) Graduate in any stream with preference for Urban / Regional Planning
- 3) Experience of 04 years in relevant field.

(C) TERMS AND CONDITIONS OF APPOINTMENT

- (a) The engagement of the candidate shall initially be for a period of one year which can be extended beyond one year on satisfactory performance after the approval of the Competent Authority. The extension beyond one year on every occasion shall be with the prior approval of the Competent Authority.
- (b) The pay shall be in the Pay Level 7 of Pay Matrix of Rs.44,900-1.42,400. The candidate entitled to get remuneration at the minimum of respective Level of Pay Matrix i.e. basic salary plus dearness allowance, and no increment and increase in DA shall be allowed during the term of the contract period.
- (c) The candidate engaged on contract basis shall be entitled for leave as per DOP&T Orders, GOI and no leave of any other kind will be admissible. In case of availing leave beyond this limit, his/her salary shall be deducted on pro rata basis;
- (d) The candidate engaged on contract basis shall observe office hours as per the norms of the department /organization in which he/she shall be engaged. Further, he/she shall devote his whole time to his duties during the period of contract and shall not accept any other appointment/ engagement, paid or otherwise and shall not engage himself/herself in private practice of any kind during the period of contract.
- (e) Engaging of the candidate shall purely be contractual arrangement and he/she shall have no right against the post whatsoever and shall not be entitled to any other benefit except salary as mentioned above;
- (f) The services of the candidate shall be discontinued by giving one month's notice from either side at any time.
- (g) There is no criminal / vigilance enquiry / proceedings pending against the candidate.
- (h) Copy of all relevant documents to be attached.

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TERMS & CONDITIONS

(A) SELECTION CRITERIA

The Selection of willing and eligible candidates for filling up of one post of GIS Digitization Operator on contract basis in NCR Planning & Monitoring Cell, Department of Urban Development, GNCTD.

(B) EDUCATIONAL QUALIFICATIONS AND EXPERIENCE:

- (i) Graduate in Maths, Science, Geography, Geology, Environmental Science or Computer Applications/ Diploma in Engineering from a recognized University or Institute.
- (ii) Experience in GIS data handling/digitization tools like Arc Info, Arc Editor, Acview, Auto CAD, Mapinfo etc. Exposure to Digital Image Interpretation and spatial data conversion.

(C) TERMS AND CONDITIONS OF APPOINTMENT

- a) The engagement of the candidate shall initially be for a period of one year which can be extended beyond one year on satisfactory performance after the approval of the Competent Authority. The extension beyond one year on every occasion shall be with the prior approval of the Competent Authority.
- b) The pay shall be in the Pay Level-04 of Pay Matrix Rs.25,500-81,100. The candidate entitled to get remuneration at the minimum of respective Level of Pay Matrix i.e. basic salary plus dearness allowance, and no increment and increase in DA shall be allowed during the term of the contract period.
- c) The candidate engaged on contract basis shall be entitled for leave as per DOP&T Orders, GOI and no leave of any other kind will be admissible. In case of availing leave beyond this limit, his/her salary shall be deducted on pro rata basis;
- d) The candidate engaged on contract basis shall observe office hours as per the norms of the department /organization in which he/she shall be engaged. Further, he/she shall devote his whole time to his duties during the period of contract and shall not accept any other appointment/ engagement, paid or otherwise and shall not engage himself/herself in private practice of any kind during the period of contract.
- e) Engaging of the candidate shall purely be contractual arrangement and he/she shall have no right against the post whatsoever and shall not be entitled to any other benefit except salary as mentioned above;
- f) The services of the candidate shall be discontinued by giving one month's notice from either side at any time.
- g) There is no criminal / vigilance enquiry / proceedings pending against the candidate.
- h) Copy of all relevant documents to be attached.