



लोक परिसम्पत्ति प्रबंधन विभाग (कार्यकारी निकाय-मध्यप्रदेश सड़क विकास निगम लि.)

45-ए, अरेरा हिल्स, भोपाल-462011

☎ : (ऑफिस) 0755-2597290/2765205

ईमेल : info-pamd@mp.gov.in, वेबसाइट : www.pam.mp.gov.in

No. 955/MPRDC/248/PAM/HR/21

Bhopal, Date: 18/02/2021

Appointment of Retired Officers on Contractual Basis for Public Assets Management Department (PAM)

As per the Gazette notification no. F-1-03-2020-एक(1) dated 26.09.2020, a new department i.e. Public Assets Management Department has been formed.

PAM invites applications for 01 (One) year & further extended with mutual consent as per requirements of the PAM from eligible candidates as "Advisor" for the following posts on contractual basis :-

Sn.	Name of Post	No. of Post (Category wise)	Remuneration for contract	Category	Remarks/ Qualification/ Experience
1.	Dy. Collector/ Jt. Collector/ Addl. Collector	01	As per the circular of Fin. Deptt. GoMP, no. F 11-10/2012/नियम/ चार dated 06.10.2012	I	Retired Revenue/SAS officer on the same post. Experience in Revenue/Admn. min. 20 years.
2.	Dy. Director/ Jt. Director/ Addl. Director (TNCP)	01		I	Retired Officer from TNCP on the same post. Experience in similar work min. 20 years.
3.	Tehsildar/Nayab Tehsildar	02		II	Retired Revenue Officer (Tehsildar/Nayab Tehsildar level). Experience in Revenue/Admn. min. 20 years.

The General Terms and Conditions:

1. Applications not submitted in the prescribed format or incomplete in any respect shall stand rejected.
2. All details are mentioned in the Rule Book. Application form and Rule Book can be downloaded from website [http:// www.pam.mp.gov.in/](http://www.pam.mp.gov.in/) www.mprdc.gov.in/
3. Addl. Secretary, Public Assets Management Department will have full right to accept or reject any or all applications without assigning any reason thereof.
4. The last date for receiving application in the office of MPRDC at 45-A, Arera Hills, Bhopal (MP)-462016 is 15/03/2021 till 5.30 pm.


18/02/21
Deputy Secretary
Public Assets Management
Department



लोक परिसम्पत्ति प्रबंधन विभाग (कार्यकारी निकाय-मध्यप्रदेश सड़क विकास निगम लि.)

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Bhopal, Date: 18/02/2021

(RULE BOOK)

Appointment of Retired Officers on Contractual Basis for Public Assets Management Department (PAM)

As per the Gazette notification no. F-1-03-2020-एक(1) dated 26.09.2020, a new department i.e. Public Management Assets Department has been formed.

PAM invites applications for 01 (One) year & further extended with mutual consent as per requirements of the PAM from eligible candidates as "Advisor" for the following post on contractual basis:-

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2.	Dy. Director/ Jt. Director/ Addl. Director (TNCP)	01		I	Retired Officer from TNCP on the same post. Experience in similar work min. 20 years.
3.	Tehsildar/Nayab Tehsildar	02		II	Retired Revenue Officer (Tehsildar/Nayab Tehsildar level). Experience in Revenue/Admn. min. 20 years.

2. **LAST DATE:-** Application in the required format along with requisite copies of certificates in support of age, qualification, experience should be submitted on MPRDC office, 45-A, Arera Hills, Bhopal up to **15/03/2021**.

3. SELECTION PROCEDURE: -

- The applications received from all the candidates shall be screened.
- For the various post as mentioned above, all the applicants may be called for interview. If the number of applications are too high, then the short listing will be done according to the higher qualification and larger work experience.
- Short listed candidates shall have to appear for interview.**
- The list of short listed candidates along with the date of interview shall be displayed on the PAM/MPRDC's website www.pam.mp.gov.in/ www.mprdc.gov.in and will also be communicated through email on the address provided by the candidate.
- The selection will be made purely on the basis of interview.**

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- f) Based on the above said criteria, the candidate shall be selected for **engagement on contract** to the designated posts. The result or the list of selected candidates will be displayed on the websites of www.pam.mp.gov.in/ [www.mprdc.gov.in.](http://www.mprdc.gov.in/) The finally selected candidates will also be informed through email including the time period within which the candidate will have to appear at the HQ of MPRDC for the contract agreement.
4. **AGE LIMIT:-**
As per the circular of Finance Department, GoMP no. F 11-10/2012/ नियम/चार dated 06.10.2012.
5. **DOCUMENTS TO BE FURNISHED AT THE TIME OF INTERVIEW**
The candidates short listed for interview shall be permitted to appear for interview only after the verification of the following original certificates/documents about their eligibility:
- Higher Secondary or High School Exam. certificate in support of date of birth.
 - Certificate of Degree/PG Degree, Mark sheet, from a recognized university.
 - Work experience certificate.
 - POP issued from the concerned authority.
 - CR of last 5 years.
 - Photo identity card (Aadhar Card and Voter ID) will be required for identity.
6. PAM reserves the right to increase or decrease 'the positions (post) advertised and to fill/not fill them from the merit/waiting list. **PAM reserves the right not to declare any waiting list.**
7. **TENURE OF CONTRACT: -**
Initially for One year & which can be extended, based upon satisfactory performance and mutual consent as per requirements of the PAM.

8. **IMPORTANT DATES:-**

Details	Dates
Date of release of advertisement for the news paper	19/02/2021
Last date for submission of application	15/03/2021
Tentative date of publishing list of short listed candidates	22/03/2021
Date of interview	26/03/2021
Publishing of Selected Candidates list	31/03/2021

Note:- The above dates may vary, website be checked for any amendments made.

9. **GENERAL INSTRUCTIONS: -**

- 9.1 The Candidate should be an Indian National.
- 9.2 Candidates serving in Government/semi government should submit NOC from the employer at the time of joining (if required). Failing which the candidate's selection be null & void.
- 9.3 Any dispute arising out of the selection process shall be dealt within the jurisdiction of PAM/MPRDC, Head Quarter i.e. Bhopal.
- 9.4 The candidates must possess sound health.



- 9.5 Candidate applying for the post should fill in the address and mobile number correctly. Candidates should check their mail and sms regularly for future correspondence like result etc. of candidates.
- 9.6 The list of selected/candidates would be uploaded/conveyed on PAM/MPRDC website and through E-mail and offer letter for successful candidates would be sent through speed post/registered AD. PAM would not be responsible for not receiving the same in time due to postal delay/mistake
- 9.7 The candidates must produce original documents/certificates at the time of interview in support of their qualification and experience for verification.
- 9.8 **The vacancy is tentative and may change at a later date according to the need of the PAM. PAM reserves the right to fill or not to fill any of the positions and also to increase or decrease the positions.**
- 9.9 The candidate shall be required to work anywhere in the jurisdiction of PAM.
- 9.10 The engagement letter for candidates will be issued on the basis of interview.
- 9.11 The successful candidate is required to execute contract agreement with PAM.
- 9.12 The candidates who have a third child born on or after 26.01.2001 are not eligible to apply unless twins are born after first child.
- 9.13 If any of the information given by the candidate is found incorrect, her candidature will be cancelled at any stage of selection and appointment.
- 9.14 The candidates are required to ensure that no criminal case/enquiry is pending against them & their services have not been terminated on ground of financial/criminal liability. Services of employee, should not have been terminated or they should not have been compulsory retired from services. An affidavit in the matter should be submitted by the candidate at the time of interview.

Note:- For all future queries, if any may send mail to info-pamd@mp.gov.in or call **General Manager on 0755-2597213 or Management Assistant on 0755-2597229.**


Deputy Secretary
Public Assets Management
Department



Public Assets Management Deptt.
Executive Agency: M.P. Road Development Corporation Ltd.

45-A, Arera Hills, Bhopal (MP) 462011

☎0755-2597290/2765205 Email: info-pamd@mp.gov.in Web: www.pam.mp.gov.in

No. 955/MPRDC/248/PAM/HR/21

Bhopal, Date: 18/02/2021

**Appointment of Retired Officers on Contractual Basis for Public Assets Management
Department (PAM) Executive Agency MPRDC**

For Office Use Only	
REG. No	REG.DATE:

(Duly filled application may be sent through ordinary post only at prescribed address)

Please read the terms and conditions carefully and fill the -Application Form in Capital Letters in Black Ball Point Pen only.

The Candidate should be an Indian National.

POST APPLIED FOR	WRITE: (Post Name)
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1. CANDIDATE'S NAME (please keep one box blank between first name, middle name & surname)

(FIRST NAME)	(MIDDLE NAME)	(LAST NAME)
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2. FATHER'S NAME

(FIRST NAME)	(MIDDLE NAME)	(LAST NAME)
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3. GENDER (Tick in box - MALE / FEMALE) : **MALE** **FEMALE**

4. MARITAL STATUS (TICK ✓ ONE OF THE BOXES) **SINGLE** **MARRIED** **WIDOW** **DIVORCEE**

5. CATEGORY APPLYING IN Please () tick one Box: **UR** **ST** **SC** **OBC**

6. DOMICILE OF M.P.:

7. DATE OF BIRTH:
Day Month Year

8. ADDRESS FOR COMMUNICATON (IN CAPITAL LETTERS)

Name :	
F/H Name :	
Address :	
City/Town/Village:	Distt:
State :	Pin Code : <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/> <input style="width: 20px;" type="text"/>

Please affix one recent Photograph with attestation

9. CONTACT DETAILS

STD Code : _____ Ph. No _____
 Mobile No. _____
 Email ID _____

Signature of Candidate

10. CANDIDATE'S PERMANENT ADDRESS:

SAME AS ABOVE

Name :	
F/H Name :	
Address :	
:	
City/Town/Village:	Distt:
State :	Pin Code : <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

11. STATUS OF ACADEMIC QUALIFICATION

Name of Examination passed(from 12th onwards)	Course	Year of Passing	Total Maximum Marks of the course	Total Marks obtained in all group/ years by the candidate	%age of Aggregate marks/ Grade obtained in final year/ final Examination	Institute / university
12th / intermediate, pre-university						
GRADUATION						
POST GRADUATION						
Other						

12. EXPERIENCE DETAILS (Please indicate post qualification experience only):

POST	NAME OF ORGANIZATION	Nature of duties	Period	Salary (Rs. Per Month)

Note:- Please enclose self certified qualification certificate, experience certificate, Proof of DOB, Identity Proof alongwith online application.

DECLARATION

I hereby declare that the above particulars are true in every respect and nothing has been concealed or withheld by me. If any information furnished above is found false at any time, my candidature/appointment may be cancelled without any notice and legal action may be taken accordingly.

ENCLOSURES: (PLEASE TICK (✓) THE ITEMS ATTACHED, IN THE BOX. ATTESTED COPIES OF SERIAL NO.1 TO 8)

1. M.P. DOMICILE CERTIFICATE 2. CERTIFICATE FOR PROOF OF DATE OF BIRTH
3. Certificate and MARK SHEET FOR ALL GROUP OF EXAM/YEARS
4. NOC OF EMPLOYER (IF APPLICABLE)
5. Date of Birth proof of third born child (if any) issued from competent authority.
6. Copy of POP from competent authority and Work Experience Certificate.
7. CR of last 5 years.
8. Copy of Aadhar Card and Voter ID

PLACE:

DATE :

CANDIDATE'S SIGNATURE