

Port Blair Smart Projects Ltd.

Office of the CEO, PBSPL PBMC Headquarters, Port Blair- 744101
email: smartcityportblair@gmail.com, PH : (03192)232576

No.: 23-23/PBSPL/AW/MC/2017/1276

Dated: 16.08.2021

VACANCY NOTICE

Port Blair Smart Projects Ltd. Port Blair, A & N Islands, proposes to fill the following posts on contract basis as under:

Post	No. of post	Consolidated Pay	Age Limit	Educational Qualification and experience
1	2	3	4	5
Chief Financial Officer	01 (one)	Rs. 1,18,500	Not exceeding 50 years.	Chartered Accountant (CA) or cost and works accountant (ICWA) with minimum 10 years post qualification experience in responsible position in any Public Sector Enterprises or in any reputed Company.
General Manager (Administration)	01 (one)	Rs. 78800	Between 35-45 years	Graduates in Engineering of any branch / Graduate in Commerce / Science / Arts/MBA with 05 years' experience in Senior Management position.
General Manager (Operations)	01 (one)	Rs. 78800	Between 35-45 years	Graduates in Engineering of any branch or Graduate in Architecture with 10 year post qualification experience.

The above engagement is purely on contract basis for a period of 1 Year on a consolidated pay. The details, eligibility criteria and application format can be downloaded from the website: www.andaman.gov.in

The interested eligible candidates may submit their application form in the prescribed proforma along with the attested copies of their original documents through email to screening.committee.pbmc@gmail.com only on or before 11.59 PM on 31st August, 2021, the application received after the due date shall not be entertained/considered. Candidate may apply for more than one post however they must fill and send separate form for each post applied for. After screening of applications, the eligible candidates will be informed further by email showing the date and time for attending the interview. Subject of e-mail must clearly mention name of the post applied for. Original documents of the eligible candidates will be verified before joining the position.

IMPORTANT NOTE :- All candidates shall receive an acknowledgment e-mail within 48 Hrs. If any candidate does not receive an acknowledgement of application within 48 Hrs, he / she should inform CEO, PBSPL via phone. Only acknowledged e-mails will be scrutinized. The acknowledgement is not an offer for the post nor is it a confirmation of the eligibility of the candidate.

(Phone No :- 03192-240590)



CEO, PBSPL
Port Blair Smart Projects Ltd.
Municipal Council, Port Blair

Address:-

CEO, PBSPL
Port Blair Municipal Council
Port Blair
Indira Bhawan
Head Quarter, PBMC
Pincode- 744101

19/07/2

APPLICATION FORM FOR CONTRACTUAL ENGAGEMENT FOR THE POST OF CHIEF FINANCIAL OFFICER, GENERAL MANAGER (ADMINISTRATION) & GENERAL MANAGER (OPERATIONS) UNDER PORT BLAIR SMART PROJECTS LTD.

Affix recent
Passport Size
Photograph

1.	Name of the post applied for						
2.	Full Name in BLOCK LETTERS (as recorded in educational certificate)						
3.	Name of Father/Husband						
4.	Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female	<input type="checkbox"/> Other			
5.	Marital Status	<input type="checkbox"/> Married	<input type="checkbox"/> Unmarried	<input type="checkbox"/> Divorced			
6.	a) Date of Birth (as recorded in the (10 th) pass certificate) (attach self attested copy)	<input type="text"/> <input type="text"/> Date	<input type="text"/> <input type="text"/> Month	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> Year			
	b) Age as on (completed year and month)	<input type="text"/> <input type="text"/> Year	<input type="text"/> <input type="text"/> Month				
7.	(a) Details of educational qualification (beginning with (Xth Std.) (attach self-attested scanned copies)						
S.No.	Name of Exam	University/ Board	Year of passing	Main/Elective subjects	Maximum Marks	Marks obtained	Percentage
8.	Details of experience (attach proof)						
Sl. No.	Position held	Employer	Period From	Period To	Total Experience (Years)		
9.	Permanent Address with Contact Number						
10.	Address for communication with Contact Number						
11.	Email No.						

DECLARATION

I hereby declare that the information furnished above are true, complete and correct to the best of my knowledge and belief. I do understand that in the event of any information being found false or incorrect or ineligibility being detected before or after the interview/engagement, my candidature/appointment is liable to be cancelled/terminated.

Place:
Date:

Signature of the applicant)

Checklist of documents to be attached with application:-

1. Detailed CV
2. Educational certificates of class Xth and onwards upto highest qualification.
3. Detailed mark-sheets corresponding to all educational qualifications.
4. Experience certificates or acceptable documents in lieu thereof.
5. Any two valid proof of identity issued by Government (Aadhar/PAN/Passport/Voter ID/Driving License/any other Government issued ID)
6. Proof of residential address
7. Affidavit stating that no criminal case /charges is pending/has ever been made in any court of law against the candidate.
8. Any other relevant document that the candidate may want to enclose to support his candidature.