

Instructions and guidelines to the candidates

CIDCO invites applications from eligible candidates for walk-in-interview to the post of Assistant Transportation Engineer (ATE) on Contract basis.

The application **clearly mentioning the name of the post for which you are applying in prescribed format** should reach in hard copies to undersigned **on or before 29.01.2021** on following address:-

Office of Manager (Personnel)
2nd Floor, CIDCO Bhavan,
CBD Belapur, Navi Mumbai.
Pin Code: 400614.

The recruitment schedule for the post of Assistant Transportation Engineer is as follows:-

Consolidated pay	Age limit	Educational qualification	Experience	Mode of recruitment	Nos. of Contract Posts
Rs.50000/-	Not more than 30 years as on the last date of application	B.E in Civil Engineering and Master's Degree in Transportation Engineering/High way Engineering or equivalent.	Candidates with experience and Masters degree from IITs/NITs/Institute of National Importance will be preferred.	Contract basis (initially for 12 months and further as per our requirement)	06

GENERAL TERMS AND CONDITIONS:-

1. Appointment will be made purely on contract basis for a period of 12 months. Extension of contract service purely on performance and need of the Corporation for the further period as may be decided by the Corporation which will not be more than 12 months.
2. Before filling up the application form candidates should ensure that they fulfill all eligibility criteria. Corporation will take up verification of eligibility conditions with reference to the original documents only after the candidate has qualified for interview. Their admission to all the stages of the contract recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria.
3. The candidates will be short listed for personal interview in the ratio 1:3 means CIDCO will call 18 number of candidates to select 06 nos. of ATEs on contract basis by preparing the merit list on the basis of qualification, extra qualification, experience of the applicants. The merit list of 18 applicants to whom letter for interview issued by CIDCO will be final. Taking into consideration the qualification, experience and performance in the Personal interview, the select list will be prepared. The decision of the Management in all matters relating to contract recruitment shall be final and no individual correspondence will be entertained.

4. Prescribed qualifications are minimum and mere possession of the same does not entitle the candidates called for interview. The candidates will be shortlisted for interview commensurate with the number of vacancies.
5. CIDCO has right to cancel this advertisement fully or partially on any ground without giving any notice/reason at any time.
6. All candidates should be domiciled in the state of Maharashtra.
7. Candidates must make sure that he/she is fulfilling all the required educational and experience criteria. Candidature can be cancelled at any time and any stage, if a candidate is not fulfilling the requisite criteria.
8. If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will be cancelled.
9. Candidate will not eligible be for the appointment if he/she punished by any court in the civil/Criminal cases. Candidate must produce the details, if he/she facing police inquiry/outstanding court matter or punishment if any; selected candidate must submit NOC from the police department at the time of appointment.
10. Knowledge of Marathi is compulsory
11. Selected candidate appointed on contract basis in CIDCO will have to work at any place within State of Maharashtra or elsewhere at Project places and you will have to reach your places of work from your residence at your own cost.
12. Candidate must remain present with their own expenses for the entire recruitment drive.
13. Candidate must be alert from the assurance of Mediator/ Thief/ Persons who claim to be belonging to CIDCO.
14. The recruitment on Contract basis in CIDCO Ltd. is done strictly as per merit in a systemic way giving appropriate weightage to various parameters as decided by Management.
15. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regards to their selection/recruitment shall result in disqualification of candidature and shall attract Police action.
16. All official communication regarding this recruitment shall be displayed on CIDCO's official website www.cidco.maharashtra.gov.in.
17. The candidates should submit the self-attested documents in order mentioned below-
 - i. Self attested copy of SSC mark sheet and passing Certificate.
 - ii. Self attested copy of HSC mark Sheet and passing Certificate.
 - iii. Self attested copy of school Leaving/Transfer Certificate/Birth Certificate.
 - iv. Self attested copy of Graduation mark sheet and Degree certificate
 - v. Self attested copy of Post Graduation mark sheet and Degree certificate
 - vi. Experience letter
 - vii. No objection Certificate from the existing employer

- viii. Self attested copy of Aadhaar card and PAN card
 - ix. Self attested copy of Nationality, Age & Domicile certificate (as per applicability)
 - x. Other supporting documents related to qualification, experience, if any.
 - xi. With the above mentioned document a closed/sealed envelope mentioning with application for Assistant Transportation Engineer.
18. The candidates should be healthy and physically, mentally fit as also capable to carry out the proposed task assigned to him/ her.
 19. The candidate to be appointed will not claim for any kind of rights, interests, benefits whatsoever of permanent services, absorption in any cadre at any point of time.
 20. The candidates should not be involved in any of the commercial activity which will create obstacle, complications to the Authority's work so entrusted/ assigned to him.
 21. The candidates should declare his/her conflict of interest, if any, before commencement of the contractual period.
 22. The candidates shall hold in confidence and shall not disclose to any person any information, documents, official secrets from office record assigned to him/ her. He / she shall take due care to maintain the confidentiality of such information, documents, Official secrets. He / She shall be fully responsible for any disclosure or misuse of such information, documents and official secrets. He / She will have to maintain utmost secrecy and confidentiality at all times as regards any information or acknowledges obtained / gathered during the said contractual period, and will not indulge in any activity prejudicial to the interest of our Authority.
 23. The candidates should ensure that the task / work assigned / entrusted to him / her should be completed within a stipulated time limit. The competent officer so nominated will take periodical review and evaluate the work carried out by said candidates.
 24. The duration of contractual period can be terminated even before its completion, by giving one months' notice, depending upon his / her performance. Decision of CIDCO, in this regard shall be final and binding on him / her.
 25. If at any time, the Competent Authority is of the opinion that integrity of the candidates is doubtful or behave in a disorderly or in a negligent manner or violated any terms / conditions of contract, then in that event, without giving any notice the contract shall stand terminated.
 26. After termination of contract period, the candidates shall be bound to return all the office record, documents, books or other material in its custody, to the authority.

Manager (Personnel)

