

DELHI DEVELOPMENT AUTHORITY

VIKAS SADAN, I.N.A., NEW DELHI-110023.

(Website <http://dda.org.in>)

Advertisement for Walk in Interview

Advertisement No: 5/2016/Rectt.Cell

DDA proposes to conduct Walk-in-Interview for engagement of Assistant Director (Plg) as Consultants purely on short **term contractual basis initially for a period of six months, which may be extended further depending upon the requirement of DDA and performance of the candidates.**

Sl. No.	Name of Post	No. of Vacancies					Minimum Educational/Professional Qualification	Maximum Age as on	Experience	Remuneration Proposed	Venue Date & Time of Walk-in-Interview
1	Asstt. Director (Plg)	UR	SC	ST	OBC	Total	1. Post Graduate degree in city /Town/Urban Planning from recognized University /institution, or equivalent; 2. Degree in Architecture r/physical Planning / Civil Engineering from a recognized University/Institution, or equivalent. Desirable Associate membership of the Institute of Town Planning (India) or equivalent.	40	NIL	40000/-	VikasSadan, INA, New Delhi -23 16.12.2016 11:00 AM (to report by 10:00 AM)
		4	1	1	1	07					

Instruction for Candidates: -

- 1 The posts are temporary and engagement is purely on contractual basis initially for a period of 6 Months which may be extended further and will confer no right to the candidates for permanent employment against said posts. Candidates are requested to bring duly filled in Application form (in prescribed format), 02 passport size photographs and all original documents along with one set of photocopies of the documents in support of the educational qualification and experience, if any, on date of interview.
- 2 The criteria for selection shall include the marks obtained by the candidate in the required essential qualifications for the post and merit would be chalked out by giving weightage to marks obtained by the candidate in his/her essential qualification along with the marks obtained in interview; and
- 3 DDA reserves the right to impose a minimum cut-off percentage of marks in the essential qualifications obtained by the prospective candidates in case of huge number of applicants turn out for the interview. The decision in this regard will be taken on the spot, no representation of any kind will be entertained in this regard.

Commissioner (Personnel)

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DDA invites applications for filling up the following categories of staff purely on **short term contractual basis initially for a period of six months, which may be extended further depending upon the requirement of DDA and performance of the candidates.**

Sl. N o.	Name of Post	No. of Vacancies					Minimum Educational/Professional Qualification	Maximum Age as on	Experience	Remuneration Proposed
		UR	SC	ST	OBC	Total				
1	Legal Assistant	16	1	1	2	20	Degree in Law from recognize university or equivalent and (b) 03 years' experience at Bar	30	3 years	30000/-
2	Asstt. Accounts Officer	16	1	1	2	20	CA/CS/ICWA/Master in Financial Control/MBA (Finance) or equivalent.	30	NIL	35000/-

Instruction for Candidates: -

Note: The candidate shall send the bio data in the prescribed format by 19.12.2016 upto 05:00 P.M. They shall fill up the form duly typed, paste photograph at the space provided in the prescribed application form (attached), put specimen signature in the space provided and then send the scanned copy of the signed application form duly filled in **pdf or JPEG format** at email - **ddrc@dda.org.in**.

- 1 Please do not enclose any document(s) while sending the scanned copy of the application form at the above mentioned email ID. The applicant is required to produce the original/supporting documents at the time of interview, if called.
- 2 Sending bio data through email does not necessarily mean that the applicant shall be called for interview. Only those candidates will be called for interview who are found suitable as per the criteria devised by the DDA keeping in view the requirement of the work to be carried out. In this regard, no communication either by email or phone, etc shall be entertained.
- 3 The date, time and venue of the interview will be intimated at a later date.
- 4 No TA/DA will be paid for attending the interview.

Commissioner (Personnel)

