

## RECRUITMENT NOTICE

### LOCAL GOVERNMENT, PUNJAB PMIDC

Recruitment Notice Reference no: PMIDC/10/2023

Applications are invited for 01 Additional Project Director (SWM), 01 Senior Manager (Project), 01 Senior Manager (GIS & Urban Planning), 01 Senior Manager (eSewa), 01 Manager (Environmental & Social Safeguard), 01 Manager (Capacity Building), 01 Assistant Manager (Environmental & Social Safeguard) and 01 Assistant Manager (Capacity Building) on contract basis in Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Punjab.

Sr.no	Name of Post	No. of vacancies	Remuneration per month in Rs.
1	Additional Project Director (SWM)	01	1,50,000 to 1,75,000
2	Senior Manager (Project)	01	1,25,000 to 1,50,000
3	Senior Manager (GIS & Urban Planning)	01	1,25,000 to 1,50,000
4	Senior Manager (eSewa)	01	1,25,000 to 1,50,000
5	Manager (Environmental & Social Safeguard)	01	1,00,000 to 1,25,000
6	Manager (Capacity Building)	01	1,00,000 to 1,25,000
7	Assistant Manager (Environmental & Social Safeguard)	01	65,000 to 85,000
8	Assistant Manager (Capacity Building)	01	65,000 to 85,000

Last date for submission of applications: 21 days from the date of notice

For details log onto <https://pmidc.punjab.gov.in>

Note: Any corrigendum (s) to the recruitment notice shall be published on the above website

  
General Manager (F&A)  
PMIDC



**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab.

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Additional Project Director (SWM) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 1,50,000 to 1,75,000/- per month
Educational Qualifications & Experience	<p><b>Qualification:</b></p> <ul style="list-style-type: none"> <li>• M.Tech (Environmental Engineering) or equivalent from reputed university recognized by AICTE and UGC. PhD in the relevant field is desirable.</li> </ul> <p><b>Work Experience :</b></p> <ul style="list-style-type: none"> <li>• 18 years and above experience in the area of environment/ waste management. For candidate with PhD,16 years' experience will suffice. Out of the total experience, 05yearsmanagerial experience will be required.</li> <li>• Preference will be given to the candidate with experience in the Solid Waste Management and Sanitation &amp; Hygiene as follows :- <ul style="list-style-type: none"> <li>✓ Applicants should have familiarity with all process and latest technology/ IT Intervention involved in field of Solid Waste Management, Sanitation &amp; Hygiene, IEC &amp;CB, Proceeding in NGT and other Courts, recovery of reusable wastes, production of bye-products used composting, anaerobic digestion, waste to energy process and related technologies.</li> <li>✓ Strong record in health and safety, including experience with behavior-based health &amp; safety programs.</li> <li>✓ Excellent oral communication skills.</li> </ul> </li> </ul> <p><b>Abilities:</b></p> <ul style="list-style-type: none"> <li>• Ability to listen, adapt and to take feedback from peers and colleagues to constantly improve performance.</li> <li>• Leadership and self starter qualities to work with minimum supervision to achieve desired results.</li> <li>• Excellent team work skill to quickly adapt in diverse group of professionals.</li> <li>• Basic Computer Skills.</li> <li>• Knowledge of Punjabi language would be preferred.</li> </ul>

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Senior Manager (Project) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 1,25,000 to 1,50,000/- per month
Educational Qualifications & Experience	<p>Senior Manager (Project) will be responsible for ensuring overall implementation &amp; monitoring of the projects. Incumbent shall be responsible for carrying out day to day functioning of Projects i.e. execution, implementation, monitoring and compliance to the projects/components as committed by PMIDC.</p> <p><b><u>Qualification</u></b></p> <ul style="list-style-type: none"> <li>• M. Tech or equivalent degree in Civil Engineering from reputed university/ institution recognized by AICTE and UGC. PhD in the relevant field is desirable.</li> </ul> <p><b><u>Work Experience</u></b></p> <ul style="list-style-type: none"> <li>• 15 years and above experience in Project Management and Procurement. For candidates with PhD, 13 years' experience will suffice. Out of the total experience, 03 years managerial experience will be required. <ul style="list-style-type: none"> <li>➤ Supervising junior level professional staff.</li> <li>➤ Excellent project execution, monitoring, reviewing and management skills.</li> <li>➤ Sound working knowledge of implementation through professional working with Central and State Government.</li> <li>➤ Evaluation of infrastructural project reports, Resettlement Action Plan, and allied reports.</li> <li>➤ Critical review of consultant's project report for its completeness and correctness ensuring compliance with the documents.</li> <li>➤ Excellent knowledge of MS Office &amp; other relevant software.</li> </ul> </li> </ul> <p><b><u>Abilities:</u></b></p> <ul style="list-style-type: none"> <li>• Ability to listen, adapt and to take feedback from peers and colleagues to constantly improve performance.</li> <li>• Leadership and self starter qualities to work with minimum supervision to achieve desired results.</li> <li>• Excellent team work skill to quickly adapt in diverse group of professionals.</li> <li>• Basic Computer Skills.</li> <li>• Knowledge of Punjabi language would be preferred.</li> </ul>

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Senior Manager (GIS & Urban Planning) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 1,25,000 to 1,50,000/- per month
Educational Qualifications & Experience	<p>Senior Manager (GIS &amp; Urban Planning) will be responsible for ensuring overall implementation of GIS tools to analyze and implement spatial urban planning and shall be responsible for day to day handling the functioning of GIS &amp; Urban Planning, monitoring and compliance to the projects/component as committed by PMIDC.</p> <p><b><u>Qualification</u></b></p> <ul style="list-style-type: none"> <li>• Master Degree in Urban Planning or Geographic Information System (GIS) from reputed University/ Institution recognized by UGC and ITPI. PhD in the relevant field is desirable.</li> </ul> <p><b><u>Work Experience</u></b></p> <ul style="list-style-type: none"> <li>• 15 years and above experience in Urban Planning or GIS. For candidate with PhD, 13 years experience will suffice. Out of the total experience, 03 years managerial experience will be required. <ul style="list-style-type: none"> <li>➤ Supervising junior level professional staff.</li> <li>➤ Excellent project execution, monitoring, reviewing and management skills.</li> <li>➤ Sound working knowledge of implementation of GIS tools to analyze and implement spatial urban planning through professional working with Central and State Government.</li> <li>➤ Evaluation of spatial urban planning &amp; GIS project reports and allied reports.</li> <li>➤ Critical review of consultant's project report for its completeness and correctness ensuring compliance with the documents.</li> <li>➤ Excellent knowledge of MS Office &amp; other GIS related software.</li> </ul> </li> </ul> <p><b><u>Abilities:</u></b></p> <ul style="list-style-type: none"> <li>• Ability to listen, adapt and to take feedback from peers and colleagues to constantly improve performance.</li> <li>• Leadership and self starter qualities to work with minimum supervision to achieve desired results.</li> <li>• Excellent team work skill to quickly adapt in diverse group of professionals.</li> <li>• Knowledge of Punjabi language would be preferred.</li> </ul>

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Senior Manager (eSewa) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 1,25,000 to 1,50,000/- per month
Educational Qualifications & Experience	<p>Senior Manager (e-Sewa) will be responsible for ensuring overall implementation of IT related e-Sewa projects and shall be responsible for day to day handling the functioning of e-Sewa projects i.e. execution, monitoring and compliance to the projects/ components as committed by PMIDC.</p> <p><b>Qualification:</b></p> <ul style="list-style-type: none"> <li>• MCA/ M.Sc/ M-tech or equivalent in Information &amp; Technology (IT)/ Electronics and Communication Engineering (ECE)/ Computer Science (CS) from reputed University/ Institution recognized from AICTE and UGC. PhD in the relevant field is desirable.</li> </ul> <p><b>Work Experience:</b></p> <ul style="list-style-type: none"> <li>• 15 years and above experience in handling of IT &amp; e-Sewa Projects Management and execution. For candidate with PhD, 13 years experience will suffice. Out of the experience, 03 years managerial experience will be required. <ul style="list-style-type: none"> <li>➤ Supervising junior level professional staff.</li> <li>➤ Excellent project execution, monitoring, reviewing and management skills in the field of e-Sewa and Information Technology.</li> <li>➤ Sound working knowledge of implementation of IT tools to analyze and implement the e-Sewa projects through professional working with Central and State Government.</li> <li>➤ Evaluation of IT and e-Sewa project reports and allied reports.</li> <li>➤ Critical review of consultant's project report for its completeness and correctness ensuring compliance with the documents.</li> <li>➤ Excellent knowledge of MS Office &amp; other IT/e-Sewa related software's.</li> </ul> </li> </ul> <p><b>Abilities:</b></p> <ul style="list-style-type: none"> <li>• Ability to listen, adapt and to take feedback from peers and colleagues to constantly improve performance.</li> <li>• Leadership and self starter qualities to work with minimum supervision to achieve desired results.</li> <li>• Excellent team work skill to quickly adapt in diverse group of professionals.</li> <li>• Basic Computer Skills.</li> <li>• Knowledge of Punjabi language would be preferred.</li> </ul>

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Manager (Environmental & Social Safeguard) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 1,00,000 to 1,25,000/- per month
Educational Qualifications & Experience	<p>Manager Environmental and Social Safeguard Branch will be responsible for ensuring the overall compliance of the project's Environmental and Social Framework specified by apex organizations and Building Fiscal and Institutional Resilience for growth (BFAIR).</p> <p>Incumbent will also look after Environment and Social Branch functioning, monitoring and compliance to the project's safeguard protection component, and other key safeguard documents as committed by Government of Punjab with multi-national/international agencies. It includes the following :-</p> <p><b><u>Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• The candidate should have Master's Degree in Environmental Engineering/ Environmental Science/ Environment Management from a reputed institution/university recognized by UGC or AICTE. PhD in the relevant field is desirable.</li> </ul> <p><b><u>Work Experience:</u></b></p> <ul style="list-style-type: none"> <li>• The candidate should have minimum 08 years of relevant experience of the environment &amp; social impact assessment or related experience of the infrastructural development projects. For candidate with PhD, 06years' experience will suffice. <ul style="list-style-type: none"> <li>➤ Supervising junior level professional staff.</li> <li>➤ Excellent project monitoring, reviewing and management skills.</li> <li>➤ Sound working knowledge with international organizations such as World Bank, Asian Infrastructure Investment Bank, Asian Development Bank, or any multilateral agencies.</li> <li>➤ Sound working knowledge of implementation of national and international environment parameters and social safeguard issues through professional working with national and state government.</li> <li>➤ Evaluation of infrastructural project reports, Environmental and Social Impact Assessment, Environmental and Social Management Plans, Resettlement Action Plan, and allied reports.</li> <li>➤ Critical review and evaluation of Environmental and Social Safeguard reports.</li> <li>➤ Working knowledge of International, National and Local Environmental &amp; Social Safeguards regulations.</li> <li>➤ Critical review of consultant's project report for its completeness and correctness ensuring compliance with the documents.</li> </ul> </li> </ul>

➤ Excellent knowledge of MS Office & other relevant software.

**Abilities:**

- Ability to listen, adapt and to take feedback from peers and colleagues to constantly improve performance.
- Leadership and self starter qualities to work with minimum supervision to achieve desired results.
- Excellent team work skill to quickly adapt in diverse group of professionals.
- Basic Computer Skills.
- Knowledge of Punjabi language would be preferred.

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Manager (Capacity Building ) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 1,00,000 to 1,25,000/- per month
Educational Qualifications & Experience	<p>Manager (Capacity Building) will be reporting to higher authorities and is responsible for preparing the state capacity building strategy and capacity building plan and activities at State as well as ULB level.</p> <p><b><u>Qualifications:</u></b>  Master Degree in social sciences or MBA(HR) from reputed University/Institution recognized by UGC or AICTE. PhD in the relevant field is desirable.</p> <p><b><u>Work Experience:</u></b></p> <ul style="list-style-type: none"> <li>• Minimum 08 years' experience in training/capacity building/ teaching college/university level capacity building courses. For candidate with PhD, 06 years' experience will suffice.</li> <li>• Knowledge of adult learning methodology and capacity building experience, including experience in areas such as capacity assessment, Curriculum Development, course organization, problem based (and not only content-based) training, and training impact evaluations</li> <li>• Computer literacy (word processing, presentation)</li> <li>• Ability to work in a high pressure, ethically diverse settings.</li> <li>• Knowledge and experience of government systems and procedures</li> <li>• Basic knowledge of computers.</li> </ul>

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Assistant Manager (Environmental & Social Safeguard) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 65,000 to 85,000/- per month
Educational Qualifications & Experience	<p>Assistant Manager Environmental and Social Safeguard Branch will be reporting to Manager (Environment &amp; Safeguard) and higher authorities. Incumbent will work in a team to ensure Environment and Social Branch functioning, monitoring and compliance to the project's safeguard protection component, and other key safeguard documents as committed by Government of Punjab with multi-national/international agencies. It includes the following :-</p> <p><b><u>Qualification:</u></b></p> <ul style="list-style-type: none"> <li>• The candidate should have Master's Degree in Environmental Engineering/ Environmental Science/ Environment Management from a reputed institution/university recognized by UGC or AICTE.</li> </ul> <p><b><u>Work Experience:</u></b></p> <ul style="list-style-type: none"> <li>• The candidate should have a minimum of 05 years of relevant experience of the environment &amp; social impact assessment or related experience of the infrastructural development projects. <ul style="list-style-type: none"> <li>➤ Supervising junior level professional staff.</li> <li>➤ Excellent project monitoring, reviewing and management skills.</li> <li>➤ Sound working knowledge with international organizations such as World Bank, Asian Infrastructure Investment Bank, Asian Development Bank, or any multilateral agencies.</li> <li>➤ Sound working knowledge of implementation of national and international environment parameters and social safeguard issues through professional working with national and state government.</li> <li>➤ Evaluation of infrastructural project reports, Environmental and Social Impact Assessment, Environmental and Social Management Plans, Resettlement Action Plan, and allied reports.</li> <li>➤ Critical review and evaluation of Environmental and Social Safeguard reports.</li> <li>➤ Working knowledge of International, National and Local Environmental &amp; Social Safeguards regulations.</li> <li>➤ Critical review of consultant's project report for its completeness and correctness ensuring compliance with the documents.</li> <li>➤ Excellent knowledge of MS Office &amp; other relevant software.</li> </ul> </li> </ul>

**Abilities:**

- Ability to listen, adapt and to take feedback from peers and colleagues to constantly improve performance.
- Leadership and self starter qualities to work with minimum supervision to achieve desired results.
- Excellent team work skill to quickly adapt in diverse group of professionals.
- Basic Computer Skill
- Knowledge of Punjabi language would be preferred.

**Name of office:** Punjab Municipal Infrastructure Development Company (PMIDC), Department of Local Government, Govt. of Punjab

Name of Position, Number of Positions, Qualifications & Experience and Role & Responsibilities are as under:

Name of Position	Assistant Manager (Capacity Building) on Contract Basis
Total no. of positions	01
Remuneration	Rs. 65,000 to 85,000/- per month
Educational Qualifications & Experience	<p>Assistant Manager (Capacity Building) will be reporting to higher authorities and he will be responsible for preparing the state capacity building strategy and capacity building plan and activities at State as well as ULB level.</p> <p><b><u>Qualifications:</u></b> Master Degree in social sciences or MBA (HR) from reputed University/ Institution recognized by UGC or AICTE.</p> <p><b><u>Work Experience:</u></b></p> <ul style="list-style-type: none"><li>• The candidate should have minimum 05 years experience in training and capacity building with knowledge of urban sector capacity building in India.</li><li>• Knowledge of adult learning methodology and capacity building experience, including experience in areas such as capacity assessment, curriculum</li><li>• Development, course organization, problem based (and not only content-based) training, and training impact evaluations</li><li>• Computer literacy (word processing, presentation)</li><li>• Ability to work in a high pressure, ethically diverse settings.</li><li>• Knowledge and experience of government systems and procedures</li><li>• Basic knowledge of computers.</li></ul>