

EMPLOYMENT NOTICE AND APPLICATION PROFORMA & INFORMATION TO THE CANDIDATES

Andaman Public Works Department (APWD), A&N Administration, Port Blair, A&N Islands invites applications from the eligible candidates for filling up of 02 (Two) Posts of Architectural Assistant and 01 post Assistant [Arch. Department] purely on **Contract basis** through Interview-cum-skill test on a consolidated pay @ **Rs. 37,500/-** per month and **29,500/-** respectively initially for 01 year period or till the posts are filled up by this department.

(i) Requisite Qualification for Architectural Assistant

Essential :-

- i) Degree in Architectural from a recognized University
- ii) Should be registered with the Council of Architecture.

Desirable:-

- i) Knowledge of Computer Application in Auto CAD, Archi CAD, Revit etc.

(ii) Requisite Qualification for Assistant [Arch. Department]

Essential :-

- (i) Degree in Architecture from a recognized University
OR
- (ii) Diploma in Architecture Assistantship from a recognised Institution with 02 years experience in the field.

2. Age Limit

Not exceeding 30 years.

3. The candidates may submit the application for each post separately in the prescribed proforma (Annexure- I) attached with the notice alongwith the attested copies of the following documents

- i) Mark sheets and Certificates in support of Educational Qualifications.
- ii) Experience Certificate specifying nature and period of Experience.
- iii) Certificate in support of proof of age.

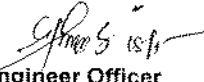
4. General Information

- i) The applicant should ensure that he/she fulfills all the eligibility requirements and that the particulars furnished by her /him are correct in all respects.
- ii) The Candidate shall be ready to work in any part of Andaman & Nicobar Islands from the date of signing of the contract within the Stipulated period as per the offer of appointment letter.
- iii) The engagement will be purely on contract basis for a period of 01 year or till the posts are filled up by this department. Any extension or renewal of the contract appointment beyond 01 year if any will be subjected to review of the work performance. This contract appointment does not bestow any right upon the candidate for regular appointment for any post under APWD.
- iv) The appointment will be made purely on merit basis on consolidated pay of @ Rs. 37,500 and 29,500/- respectively per month.
- v) No TA/DA shall be payable for attending the Interview at Port Blair.

1	Last date for Submission of applications	20 th June 2016
2	Scrutiny & short listing of applications after the last date of submission.	30 th June 2016
3	Publication of names of short listed applicants in the Notice Board of the CE's office, APWD	01 st July 2016
4	Interview Date-cum-skill test	4 th July 2016
5	Publication of Results/Outcome of Interview of applicants in the Notice Board of the CE's Office, APWD.	On the same Day/subsequent date of completion of interview [7 th July 2016]

No individual communication will be sent to the applicants, as such they are advised to obtain all relevant details that would be placed in the Notice Board of Chief Engineer's Office, on the above said specific dates.

The applicants may submit the filled in application in the prescribed format and send application alongwith the photocopy of certificates mentioned above to reach The E.O to Chief Engineer (APWD), Nirman Bhawan, APWD, Port Blair, Pin-744101 latest by 20th June, 2016.


Engineer Officer
To Chief Engineer
APWD, Port Blair.

Paste here a recent passport size photograph of the applicant

Application for the post of “Architectural Assistant” /
Assistant [Arch. Department]
on Contract Basis in APWD, Andaman & Nicobar Administration

1.	Full Name of the applicant (in block letters)																						
2.	a) Name of Father																						
	b) Name of Mother																						
3.	Postal address to which communication to be sent (In capital letters). Mobile Number E-Mail	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="6"></td><td>@</td><td colspan="4"></td></tr></table>																	@				
						@																	
4.	Permanent home address (in capital/block letters)																						
5.	a) Date of birth (in Christian era)– Enclose attested copy of certificate)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td colspan="2">Date</td><td colspan="2">Month</td><td colspan="6">Year</td></tr></table>											Date		Month		Year						
Date		Month		Year																			
	b) Age as on <u>20-06-2016</u> (closing date)	<table border="1"><tr><td></td><td></td><td></td><td></td></tr><tr><td colspan="2">Years</td><td colspan="2">Months</td></tr></table>					Years		Months														
Years		Months																					
6.	Nationality (in block letters)																						
7.	Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female																					
8.	Marital status	<input type="checkbox"/> Married <input type="checkbox"/> Unmarried																					
9.	Details of educational qualifications: (Give details of examination passed beginning from graduation level onwards) (Attested copies of certificates should be attached)																						
	Sl. No	Examination passed	Name of the Board/Institution/university	Year of passing	Percentage of Marks/Grade	Division																	

10	Experience (Attested copies of certificate should be attached)					
	Sl No.	Name & Address of the employer	Period		Duration(in months)	Nature of work
			From	To		
11.	Any other relevant document, in support of their candidature.				1. 2. 3. 4.	
12.	List of document enclosed. a) b) c) d) e) f) g)					

DECLARATION

I hereby declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being false or incorrect detected before or after the selection my candidature / the appointment is liable to be cancelled / terminated and in the event of any mis-statement or discrepancy in the particulars being detected after my appointment, my services are liable to be terminated forthwith without any notice.

Place:
Date:

Name & Signature of Candidate