

**Government of Tripura
Public Works Department**

F. No.6(21)/PWD(GE)/2024(N)/12380-12400

Dated, Agartala, the 29th Nov, 2024.

ADVERTISEMENT

Applications are invited for the ex-cadre post of **Chief Executive Officer, Tripura Housing & Construction Board (TH&CB)** under Public Works Department, Government of Tripura at its headquarter at Agartala.

Name of post	Chief Executive Officer, Tripura Housing & Construction Board (TH&CB) (Ex-cadre)
No. of Post	1 (one)
Age	Below 65 (sixty-five) years on the closing date of application.
Qualification	A graduate in Civil Engineering from a recognized University/Institute or equivalent.
Eligibility Condition	Officers under the Central Government or State Governments or Union Territories or Autonomous Bodies or Statutory Bodies or Public Sector Undertakings: (A) (i) holding analogous post on regular basis in the parent cadre/department; or (ii) 5(five) years regular service in the post of Superintending Engineer. (B) Retired from the analogous post on regular basis in the parent Cadre/Department.
Experience	At least 12(twelve) years' experience in planning, designing, construction and execution of Civil Engineering projects, out of which minimum 5(five) years working experience as Superintending Engineer. Must have good communication and managerial skills.
Remuneration	i. For in-service candidate: Level-20 of Tripura State Pay Matrix, 2018 (Scale Rs.1,18,500/- to Rs.2,14,100/-) plus other admissible allowances. ii. For retired/contract person: A consolidated pay of Rs. 2.00 (two) lakh per month without linkage of pension drawn from previous service, if any.

B. Type of Service:

On deputation or contractual for 1(one) year which may be extended by another 2(two) years with mutual consent. Either party can terminate the contract giving 60 (sixty) days' notice or paying an amount equal to emoluments of 2(two) months.

C. Other service conditions:

- i. Person would be eligible for contribution to Employee's Provident Fund, if he/she chooses.
- ii. He/she would not be eligible for any pension from Government of Tripura or Public Works Department.
- iii. In case of officer of Central Government/ Other State Governments/CPSUs/ or SPSUs of equivalent position is appointed on deputation, the Regulation of pay, allowances and other terms and conditions



shall be governed vide Memorandum No.F.5(4)- FIN(PC)/2020/1580-1730 dated 20th January, 2020 of the Finance Department, Government of Tripura. For such cases, pay protection will be applicable as per Rules.

- iv. In all other matters his / her service conditions would be same as applicable to Tripura Civil Service, Group-A Gazetted officers holding the post of Head of the Department.

D. How to apply:

Eligible candidates may send their detailed bio-data mentioning two references along with a recent pass-port size photograph and giving particulars of name, address, contact phone/e-mail address, age, qualification, experience, proof of academic attainment, salary drawn etc. as per **Annexure-I** addressed to the **Deputy Secretary, Public Works Department, Government of Tripura, Secretariat, New Capital Complex, Agartala, PIN-799010** or through e-mail:**ds02pwd@gmail.com**.

E. General:

- i) **Last date of receipt of application is 20th Dec, 2024.**
 - ii) Date for determining the upper age, qualification and experience will be the closing date prescribed for receipt of application.
 - iii) Application received after the last date of receipt shall not be entertained.
 - iv) Application duly filled and supported by all relevant documents shall be placed in envelope superscribed "**Application for the ex-cadre post of Chief Executive Officer, Tripura Housing & Construction Board (TH&CB) under Public Works Department, Government of Tripura**" and sent to concerned authority.
 - v) The candidates applying on deputation basis must apply through proper channel along with self-attested copies of Certificates/testimonials.
 - vi) The applications of the candidates applying on deputation basis must be accompanied with Vigilance Clearance, Integrity Certificate, and attested copies of ACRs for the last 5(five) years. The advance copy of the application will also be accepted pending formal nomination by the concerned Cadre Controlling Authorities.
 - vii) Candidates will be short listed on the basis of their qualifications, experience and suitability for the post etc.
 - viii) Short-listed candidate may be called for interview.
 - ix) **TA/DA would be paid for attending the interview as per entitlement of equivalent level of State Government Officer.**
 - x) The Selection Committee constituted by Government of Tripura for the purpose reserves the right to reject the candidature of any candidate and their decision in this regard would be final.
 - xi) Public Works Department, Government of Tripura reserves the right not to fill up all the vacancy or withdraw the Circular at any time without assigning any reason.
- **For further information please contact no. (0381) 241-3677 or e-mail at ds02pwd@gmail.com.**
 - **The details of Advertisement is available on PWD website at <https://pwd.tripura.gov.in> and Tripura State Portal at <https://tripura.gov.in>**


29/11/2024

(Rajib Paul)
Deputy Secretary, PWD
Government of Tripura

BIO-DATA/CURRICULAM VITAE PROFORMA
FOR THE EX-CADRE POST OF CHIEF EXECUTIVE OFFICER, TH&CB

1.	Name and Address (in Block Letters)	
2.	Date of Birth (in Christian era)	
3(i)	Date of Entry into Service	
3(ii)	Date of retirement under Central / State Government Rules	
4.	Educational Qualifications	
5.	Whether Educational and other qualifications required for the post are satisfied (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	
	Eligibility Conditions, Educational Qualifications and Experience required as mentioned in the advertisement /vacancy circular	Eligibility Conditions, Educational Qualifications and Experience possessed by the officer.
	a) Eligibility Conditions:	a) Eligibility Conditions :
	Officers under the Central Government or State Governments or Union territories or Autonomous Bodies or Statutory Bodies or Public Sector Undertakings: (A)(i) holding analogous post on regular basis in the parent Cadre/Department; or (ii) 5(five) years regular service in the post of Superintending Engineer. (B)Retired from the analogous post on regular basis in the parent Cadre/Department	
	b) Educational Qualifications:	b) Educational Qualifications:
	Bachelor of Engineering or B.Tech. in Civil Engineering from a recognized university or equivalent.	
	c) Experience:	c) Experience:
	12(Twelve) years' experience in planning, construction and execution of Civil engineering projects out of which minimum 5(five) years working experience as Superintending Engineer. Must have good communication and managerial skills.	
Note: In the case of Degree and Post Graduate Qualifications may be indicated by the candidate.		
6.	Please state clearly whether in the light of entries made by you above, you meet the requisite Essential Qualifications and work experience of the post	

7. Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.

Office/Institution	Post held on regular basis	From	To	*Pay Band, Pay scale and Grade Pay/Level of the post held on regular basis	Nature of Duties (in detail) highlighting experience required for the post applied for

***Important :** Pay-band and Grade Pay granted under ACP/MACP are personal to the officer and therefore, should not be mentioned. Only Pay Band and Grade Pay/Pay Scale of the post held on regular basis to be mentioned. Details of ACP/MACP with present Pay Band and Grade Pay where such benefits have been drawn by the Candidate, may be indicated as below:

8.	Nature of present employment i.e. Ad-hoc on Temporary or Quasi-Permanent or Permanent			
9.	In case the present employment is held on deputation/contract basis, please state			
a) The date of initial appointment	b) Period of appointment on deputation/contract	c) Name of the parent office/organization to which the applicant belongs.		d) Name of the post and Pay of the post held in substantive capacity in the parent organization
10.	Total emoluments per month last drawn :			
	PB, Basic Pay and Level with pay scale as per 7 th CPC	Grade Pay		Total Emoluments
11.	Additional information , if any, relevant to the post you applied for in support of your suitability for the post. (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/ Advertisement) (Note : Enclose a separate sheet, if the space is insufficient)			
12.	Whether belongs to SC/ST			
13.	Contact Details (All details Mandatory)			
	a) Postal Address of Candidate:			a)
	b) Phone No. of Candidate (official):			b)
	c) Phone No. of Candidate (personal)			c)
	c) Email ID of Candidate:			d)
	d) Phone No. Administration Department (Cadre Controlling):			e)
	e) Email ID of Administration Department (Cadre Controlling):			f)
	f) Complete postal address of Cadre Controlling Authority			g)
14.	References:			References:
	i) Name and complete address with contact details			i)
	ii) Name and complete address with contact details			ii)

I have carefully gone through the Vacancy Circular/Advertisement and I am well aware that the information furnished in the Curriculum Vitae duly supported by the documents in respect of essential qualifications/work experience submitted by me will also be assessed by the Selection Committee at the time of selection for the ex-cadre post of **Chief Executive Officer, Tripura Housing & Construction Board (TH&CB)** under Public Works Department, Government of Tripura. The information/details provided by me are correct and true to the best of my knowledge and no material fact having a bearing on my selection has been suppressed /withheld.

(Signature of the candidate)

Date _____

Address _____

Place _____

Certification by the Employer /Cadre Controlling Authority

The information /details provided in the above application by the applicant are true and correct as per the facts available on records. He/ She possess educational qualifications and experience mentioned in the vacancy Circular. If selected, he/she will be relieved immediately.

2. Also certified that;

- i) There is no vigilance or disciplinary case pending / being contemplated against Shri/Smt. _____
- ii) His/ Her integrity is certified.
- iii) His/ Her CR Dossier in original is enclosed/ photocopies of the ACRs for the last 5 years (i.e. 2019-20 to 2023-24, as maintained duly attested by an officer of the rank of Under Secretary of the Government or above are enclosed.
- iv) No major/ minor penalty has been imposed on him /her during the last 10 years Or A list of major/ minor penalties imposed on him / her during the last 10 years is enclosed (as the case may be).

Countersigned

(Employer / Cadre Controlling Authority with Seal)