

Jharkhand Industrial Area Development Authority

5th Floor, JIADA Central Office, Namkum Industrial Area, Lowadih Ranchi-834010

Phone: 0651-2460408, Telefax: 2460125, email-mdjiada@gmail.com

Ref: **420**

Dated- **30-8-18**

Applications are invited for appointment on purely contractual basis for one year in the office of the Jharkhand Industrial Area Development Authority (JIADA), JIADA and four Regional Offices namely Ranchi, Adityapur, Bokaro and Santhal Pargana, 5th Floor JIADA Bhawan, Namkum, Lowadih, Ranchi for the posts of Sl. No. 1 to 7.

S I.	Name of the Post	No. of Post & Category	Essential Qualification & Experience	Job description	Salary
1	Development Officer	02 ST-1 BC-I-1	B.Tech/B.E.Mechanical Industrial/Chemical/Metallurgical from a recognized institution (with at least 60% marks) and post graduate qualification degree will be given preference. Minimum 10 years work experience in Govt./Semi Govt./PSU particularly in project management in industry with relevant experience.	Any work related to JIADA as assigned by The Managing Director. Max. age for ST- 50 Yrs OBC- 47 Yrs	Rs.50000.00
2	Accounts Cum Budget Officer	03 ST-1 UR-1 BC-I-1	CA/ICWA working/ Retired as Accounts Officer in a State Govt./ Central Govt./in equivalent rank in PSU or From Private Sector. With 7 Years experience in job describe with knowledge of computer & Tally as well as dealing with all over accounts section or retired person from A.G. (Office, Account officers/ Audit officers)	Any work related to JIADA as assigned by The Managing Director. Max. age for UR- 45 yrs ST- 50 Yrs OBC- 47 Yrs Rtd. Person Max. age- 62 yrs	Rs. 45000.00
3	Industrial Extension Officer	BC-I-1	Minimum Qualification should be B.Tech/B.com (Hon's)/B.A Hon's in Economics/Mathematics/Statistic with minimum 60% marks, Proficiency in English with Computer Knowledge (Word, Excel).	Any work related to JIADA as assigned by The Managing Director. Max. age for OBC- 37 yrs	Rs. 24900.00
4	Accountant Cum-Head Clerk	UR-01	Minimum Qualification should be Commerce/science(Math) graduate with 60% marks, Working Knowledge of Computer and Tally ERP, SAP, Ms-Office with proficiency in account works/Procedure. or Retired as a Accountant in a State Govt./ Central Govt./in equivalent rank in PSU.	Any work related to JIADA as assigned by The Managing Director. Max. age for UR- 35 yrs Rtd. Person Max. age- 62 yrs	Rs. 24900.00
5	Cashier	UR-01	Graduate with minimum (60%marks) in Commerce/Science/Math and with minimum experience of 3 years. Tally computer proficiency in writing of Double entry System or Retired as a Cashier in a State Govt./ Central Govt./in equivalent rank in PSU.	Any work related to JIADA as assigned by The Managing Director. Max. age for UR- 38 yrs Rtd. Person Max. age- 62 yrs	Rs. 17340.00
6	Amin	03 UR-1 ST-1 UR-1	Matric (60% marks) with Amanat certificate and at least minimum 7 years experience or retired Amin	Any work related to JIADA as assigned by The Managing Director. Max. age for UR- 45 yrs SC/ST- 50 Yrs OBC- 47 Yrs Rtd. Person Max. age- 62 yrs	Rs.16488.00
7	Retired Circle Inspector of Revenue Department	01 UR-1	Retired Officer from Revenue Department.	Any work related to JIADA as assigned by The Managing Director. Max. age for UR- 62 yrs	(PB-II 9300-34800 GP 4200) Total Honorarium 25000/- Applicable HRA & VA. As per Jharkhand Gov. Finance Dept. notificatoin no-1243 Dt-28-04-16

- Details of terms & conditions with application form can be downloaded from our web site www.jiada.co.in.
- Last date of submission of application for any above post with relevant documents is 28.09.2018 at 5.00 PM by Registered/ Speed Post only.

Sd/-

The condition of Contracts are as below:

- The reference cut-off date for calculation of maximum age of the applicants shall be 01.09.2018
Age relaxation shall be given equal no. of years of experience needed for the above mentioned posts for sl.no.1,2,3 and 6 in the advertisement.
 - However retired person up to age 62 years may apply in the prescribed form.
 - Salary payable to retired Jharkhand Govt. employee will be as per Guidelines of Deptt. of Planning Cum Finance Govt. of Jharkhand letter no.1243 dt.28.04.2016
 - Last date of submission of application for all the posts in the prescribed form 28 Sep. 018 at 5.00 PM by Registered / Speed Post only.
1. Engagement in JIADA and regional offices will be initially for a period of one year, which can be extended for another year on satisfactory performance for the post as advertised at sl.no 1 to 6 and one year only for the post as advertised at sl.no 7.
 2. The candidates should ensure to fulfill the eligibility criteria and documents as prescribed.
 3. Those candidates who apply under SC/ST candidature shall submit the cast Certificate issued by not below the rank SDO/DC of Jharkhand state in prescribed form for as per letter No 5682 dt 22.10.2008 for SC/ST & letter No.1007 dt 29.08.12.
Benefits of reservation will be given to candidates of Jharkhand state only.
 4. The contract shall not confer any right to claim or extension / absorption in the authority.
 5. The application will be short listed and short listed candidates will be intimated through email / letter for appearing in the Interview.
 6. The management reserves the right to cancel the recruitment process at any time without giving any reason.
 7. No Travelling allowances will be admissible to the candidates for appearing in the interview.
 8. Selected candidates shall have to produce no objection certificate from the previous employee, if working/ engaged same where else.

The interested candidates shall apply along with non refundable bank of draft of Rs 500/- (Rs. Five hundred) & (Rs 250/- Rs two hundred fifty) only for SC/ST drawn in favour of Jharkhand Industrial Area Development Authority (JIADA), payable at Ranchi. with self addressed envelope which should reach the office of the Jharkhand Industrial Area Development Authority(JIADA), 5th Floor JIADA Bhawan, Namkum, Lowadih, Ranchi on or before 28-09-2018 at 5:00 PM by Registered/ Speed post only, and will not be accepted in person at this office.

Sd/-
Managing Director.

Application Form

Affix
recent
Color
photo.

- (i) Post applied-.....
(ii) Advertisement & Post No-.....
(iii) Name in full (in Block Letter)-.....
(iv) Date & Place of Birth-.....
(v) Nationality-..... (vi) Caste & Category.....
(vii) Name of Parent/ Spouse-.....
(viii) Permanent Address-.....
(ix) Correspondence Address-.....
(x) Mobile No.-..... (xi) E-mail ID-.....
(xii) Education / Technical Qualification-

Name of Examination	Passing Year	Board/University	Total marks obtained	Percentage of marks

- (xiii) Details of previous/ present employment experience-

Employer's Name & Address.	Post held	Total tenure period

- (xiv) DD No.-.....Date-.....Name of Bank-..... Amount-.....

- (xv) If selected, minimum time required to join the post-.....

- (xvi) Any other information you wish to add including reference.....

Note:- Please Enclosed certified Xerox copies of Date of birth, Educational, Experience, Residential & Caste certificate (If required).

Declaration

All information are true as per my knowledge and if any information found wrong my candidature will summarily be rejected.

Date:-