



RAJKOT URBAN DEVELOPMENT AUTHORITY



SHRI CHIMANBHAI PATEL VIKAS BHAVAN, POST BOX NO.238, JAMNAGAR ROAD, RAJKOT.

Recruitment Notice Temporary/Contractual Basis

Sr .No.	Post Name	No of Post	Qualification	Experience	Remuneration
1	Housing Finance & Policy Specialist	1	Post Graduate or Graduate Degree in Finance or Equivalent Qualification from recognized University	3-5 Years of experience in housing finance sector or banking or housing policy. Experience in helping State/ UT Govt. and ULBs in financial matters of housing projects.	35000/-

Details of the recruitment Notice and Application Form can be downloaded from RUDA website www.rajkotuda.com the last date for submission of Application is 15-11-2021

(signature)
(N.F. Chaudhary)
Chief Executive Authority
Rajkot Urban Development Authority
Rajkot

Rajkot Urban Development Authority

CLTC - Housing Department
Application Form

Name of Post : Housing Finance & Policy Specialist

Photo

Name:			
	(Surname)	(First Name)	(Middle Name)
Address:			
Contact No.:	(R)	(M).	(O)
Email Address			
Date of Birth			(dd/mm/yyyy) Format

Educational Qualification:

Qualification	Degree	Name of University	Year	Percentage
1. Graduation				
2. Post-Graduation				
3. Other, if any				

(1) Job Experience (Last Three Jobs)	Total Experience (Years)			
1. Name of Organization:				
2. Designation:	(Expe.)			
3. Period:	From Date		To Date	
4. Work Profile:				
5. Remuneration (#)				

(2) Job Experience

1. Name of Organization:				
2. Designation:	(Expe.)			
3. Period:	From Date		To Date	
4. Work Profile:				
5. Remuneration (#)				

(3) Job Experience

1. Name of Organization:				
2. Designation:	(Expe.)			
3. Period:	From Date		To Date	
4. Work Profile:				
5. Remuneration (#)				

*Specialization in the concerned field should be mentioned.

Remuneration should be filled up per month basis

Note

1. Form should be submitted in given format only. Applications submitted otherwise will be rejected
2. Experience of more than three organization should be attached in separate sheet.
3. Set of this Application form & photocopies of all degree & certificates [Duly self-attested/ture copy] should be submitted through Speed post/Registered A.D only at RUDA office before 15-11-2021 during office hours
4. Set of documents should include 10th, 12th and all Academic Year's final marksheets, degree & experience certificates and Photo Identity Proof & Leaving Certificate.

Date:

Signature

Sr .No.	Post Name	No of Post	Qualification	Experience	Remuneration
1	Housing Finance & Policy Specialist	1	Post Graduate or Graduate Degree in Finance or Equivalent Qualification from recognized University	3-5 Years of experience in housing finance sector or banking or housing policy. Experience in helping State/ UT Govt. and ULBs in financial matters of housing projects.	35000/-

Conditions

1.	The position mentioned is purely temporary / contractual basis
2.	Application should be submitted through speed post/Register A.D. only before 15-11-2021 till 6.00 pm. Submission of application personally / Hand to hand will be rejected.
3.	Application should be submitted in given format only. Application received in any other format will be rejected.
4.	Set of documents should include 10 th , 12 th and all Academic Year's final mark sheet, degree and experience certificate and photo identity proof and leaving certificate.
5.	For the above position candidate must have obtained at least 50% in post graduation and graduation.
6.	Candidate should be pass out from UGC recognized university.
7.	Experience received after completing the degree only will be counted / considered.
8.	For the above position candidate must have the basic knowledge of computer and MS office, Certificates for the same should be considered as an added advantage.
9.	Candidate must have fluency in English and Gujarati language.
10.	Candidate with experience in Govt. / Semi Govt. / ULB sector will be given preference
11.	On the day of interview, after the document verification only eligible candidates will be allowed to face the interview.
12.	Candidates have to appear in the interview with one set of application form and documents and all the original educational and experience certificate and copy of call letter / Mail of interview. If failed to submit any of the original document then the application will be rejected that time only.
13.	Organization will not be responsible for transportation and food expenses of candidates.
14.	Decision of acceptance or rejection of the application taken by the authority will be the final and that will be acceptable to all without any discrepancy / dispute.
15.	If application not submitted as per the norms and rules suggested then application will be rejected during scrutiny only.
16.	Upon completion of terms of service candidates shall be relived from the duties. Candidates reserve no right to demand permanent appointment or shall have no right any legal obligations.
17.	The appointment being purely contractual, candidates are not entitled for any allowance other than stipulated remunerations.
18.	Chairman, RUDA reserves the right to select any candidate eligible for the post.
19.	Chairman, RUDA reserves to right to appoint/terminate/ extend the contractual term of any candidate deemed fit.

For any future query kindly contact 0281-2476799