

Department of Town and Country Planning
Government of Kerala
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No.E1/385/09

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REQUIRES ENGINEER AND INFORMATION OFFICER

Under the centrally sponsored programme of Urban Infrastructure Development Scheme for Small & Medium Towns (UIDSSMT), projects on Solid Waste Management, Water Supply and Sewerage are being implemented in Urban Local Bodies (ULBs) across the State. The Department of Town and Country Planning, the State Level Nodal Agency (SLNA) for the scheme, is on the lookout for an Engineering Assistant and an Information Officer, on contract basis, to assist the SLNA.

1. Engineering Assistant

Scope of work : Assisting SLNA in technical matters related to various projects being implemented in Municipalities under UIDSSMT, Monitoring project implementation, Reporting on specific aspects of DPRs, Liaisoning with other agencies and district offices of SLNA, Preparing Progress Reports and other reports to be submitted to Government and other agencies etc. The person may have to travel all across the State in connection with the work.

Qualification : Degree in Civil Engineering with proficiency in computer application (Auto CAD, MS Office etc). The candidate must have good communication skill.

Experience : Preferably 2 years experience in Public Health Engineering project

Period of contract : One year

Pay : Rs 17,000 per month (Consolidated)

2. Information Officer:

Scope of work : Set up, organize and maintain a computer based information system in the SLNA. Collecting, analyzing and reporting information on projects being implemented by the Municipalities, preparation of progress reports, liaisoning with other agencies and district offices of SLNA, correspondence etc.

Qualification : Graduate in any discipline, well versed in computer applications such as M.S Office (Word, Excel, Power Point etc.) The candidate must have good communication and accounting skills. Preference will be given to those having additional qualification in information systems.

Experience : Minimum two years of work experience in similar capacity

Period of contract : One year

Pay : Rs 15,000 per month (Consolidated)

Application for the above posts are invited from eligible candidates in sealed cover superscribing the post applied for, so as to reach **“the Chief Town Planner, Office of the Chief Town Planner, ‘NEST’, T.C 14/319, Panjapura Junction (Extra Police Road), Palayam, Thiruvananthapuram”**, on or before 23rd October, 2009.

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Chief Town Planner