

प्रेस-विज्ञप्ति

Govt. of Jharkhand
Department of Rural Works
1st Floor, FFP Building, Dhurwa, Ranchi-834004
E-mail: rwdjharkhand@gmail.com

Contractual Recruitment Notice

Applications are invited from eligible candidates for contractual appointment on the post of MIS Officer in Rural Works Department:-

Sl. No.	Name of Post	No. of Post	Qualification
1.	एम0आई0एस0 ऑफिसर (MIS Officer)	UR – 1	➤ B.E./B.Tech or M.C.A from recognized institute <u>Experience:-</u> ➤ 5+ year working experience in Gov. sector ➤ Knowledge of .Net, MSSQL Server.

1. Detail information regarding recruitment is available on department notice board and website www.jharkhand.gov.in/rwd
2. Candidates are advised to read detailed information carefully before applying. There will be no application fee.
3. Candidates must submit his/her application in prescribed format given in detailed information.
4. Application submitted in another format or send through e-mail will be rejected without any further action.
5. Last date of submission of application form submission is 20.07.2024 No application will be entertained after the closing date.

Sd/-

Joint Secretary
Rural Works Department
Govt. of Jharkhand.

Prescribed Performa

RURAL WORKS DEPARTMENT

Application for the post of-----

1. Name of the applicant-----

2. Father/Husband's Name-----

3. Category (Mark√) Gen EWS ST SC BCI BC-II

4. Name of Mother of the applicant-----

5. Permanent Address: -

Full Name-----

Mohalla/Village-----

Post Office-----

District-----State-----Pin Code-----

6. Telephone/Mobile No.(1)-----

7. E-mail ID-----

8. Postal Address:-

Full Name-----

Mohalla/Village-----

Post Office-----

District-----State-----Pin Code-----

9. Gender (Mark √) Male Female

10. Marital Status (Mark √) Married Unmarried

11. (a) Date of Birth :----- (b) Age as on 01.03.2024 -----

12. Aadhar Number:-----

13. Details of Educational Qualification:- Starting from Matriculation.

Examination	Board/University	Year of Passing	Subject	Marks Obtained	Percentage	Remarks

Past self attested
passport size
photograph

14. Experience:-

Name of Organization	Post Held	From	To	Remarks

15. Any other details which form part of the CV, be attached by the applicant if required.

16. Note:- Relevant Document to be Attached.

Signature of the Applicant

Declaration I-----Son/Daughter of -----
-----do hereby declare that the information given in this
application are true to the best of my knowledge and belief. In case any information is found wrong/in
correct or ineligibility is detected, I understand that my candidature is liable for rejection.

Place :-----

Date :-----

Signature of the Applicant

17. List of enclosure

- 1.-----2.-----
- 3.-----4.-----
- 5.-----6.-----

GENERAL INSTRUCTIONS

1. Only Indian Nationals need apply. Mere submission of application will not entail right for claiming Appointment.
2. Rural Works Department, Jharkhand, Ranchi reserves the right to modify the eligibility criteria depending upon the response to the advertised posts.
3. Period of contract shall be one year which may further be extended based on performance of the candidate.
4. Candidates are advised to give specific, correct, full information. All original certificates/documents in support of information furnished in the application form are to be produced at the time of verification of documents, failing which the candidate will be disqualified. Candidature is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
5. Incomplete application will be summarily rejected. Any request to add additional information in application form after the application has been submitted shall not be entertained in any condition.
6. Only shortlisted candidates will be called for Test and/or Personal Interview. Shortlisted candidates will be intimated about the date and venue for Test/Personal Interview through email only and no other mode of communication will be followed.
7. No claim for regularization of service can be made for the post at any point of time.
8. No TA/DA will be admissible for attending interview at Ranchi.
9. Applicants serving in Govt. /Public Sector Enterprises should apply through proper channel. In case the candidates are not able to apply through proper channel, they are required to produce NOC (No Objection Certificate) at the time of Interview.
10. The crucial date for determining the age limit shall be 01.03.2024.
11. Wherever CGPA/OGPA or grading system in a degree/diploma is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute. The candidates will have to produce a copy of these norms with respect to his/her university/Institute at the time of verification of documents
12. Candidates are required to retain a copy of the submitted application form for future reference.

13. Rural Works Department, Jharkhand, Ranchi reserves the right to cancel this advertisement and/or the selection process for the above post without assigning any reason.
14. Candidates are advised to keep their e-mail ID active at least for one year. No change in e-mail ID will be allowed once entered. All future correspondence shall be sent via e-mail only.
15. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.

How to Apply

1. Candidate meeting the above eligibility criteria may submit their application and Bio-Data in A-4 size paper strictly in the prescribed format. Along with a self attested recent passport size photograph.
2. The envelope should be super scribed with the title of the post applied for.
3. Eligible candidates may forward their duly filled in application in the prescribed format to the address given below :-

Secretary,
Rural Works Department, FFP Building,
Dhurwa, Jharkhand, Ranchi – 834004.
4. The application form along with required credentials must reach Rural Works Department through registered post/speed post latest by **20.07.2024** In case of any difficulty/query, please contact us at e-mail:-rwdjharkhand@gmail.com. Applications received after due date shall not be entertained.

Joint Secretary
Rural Works Department,
FFP Building, Dhurwa,
Jharkhand, Ranchi – 834004.