

**Office of Chief Coordinator Planner (NCR)**  
**TOWN & COUNTRY PLANNING DEPARTMENT, HARYANA**  
3<sup>RD</sup> FLOOR, 1<sup>ST</sup> BLOCK, HSVP COMPLEX, SECTOR-6, PANCHKULA  
Tel: 0172-2578086, 2581737; Email: [ccpnrc4.haryana@gmail.com](mailto:ccpnrc4.haryana@gmail.com)

**REQUIREMENT OF TOWN PLANNER ON CONTRACT BASIS**

Applications are invited from the qualified Town Planners for filling up of Two posts of Research Officer/Research Assistant in NCR Cell (Haryana), Panchkula purely on contractual basis with consolidated remuneration of Rs. 35,000/- per month.

The above mentioned posts are purely contractual in nature for a period of one year, which is extendable further as per requirement. The interested candidates may submit applications in prescribed application format alongwith self-attested copies of the educational qualifications/work experiences by 05.07.2019.

The details regarding essential qualification with age limit, nature of work, application form and selection criteria with weightage of marks is available on the official website of the Department i.e. <https://tcpharyana.gov.in>. The shortlisted candidates will be informed for interview by eMail (eMail address is mandatory for further communication). The applicants are advised to refer the website of the Department regularly for further details and updates.

Chief Coordinator Planner  
(NCR), Haryana, Panchkula.

## **ELIGIBILITY**

### **Essential Qualification:**

*A post graduate degree in Urban & Regional Planning/Urban Planning/Regional Planning/M. Tech in Planning (Urban, Traffic and Transport, Housing, Infrastructure), or equivalent making the holder eligible for associate membership of the Institute of Town Planners, India.*

**OR**

*B. Tech degree in Planning from a recognized Institute/University with a minimum of two years' experience in the field of Town Planning under a qualified Town Planner.*

**Age Limit: 21 to 40 years**

*The duly signed applications in original should reach this office at the address given below on or before 05.07.2019:*

*Chief Coordinator Planner (NCR)  
Town & Country Planning Department, Haryana  
3rd Floor, 1st Block,  
HSVP Office Complex, Sector-6,  
Panchkula, Haryana.  
Pin-134108*

## **NATURE OF WORK**

The selected candidates shall require to perform the duties/responsibilities relating to NCR Cell (Haryana), Panchkula, which will include examination of the Development Plans in the State, issues relating to Regional Plan of NCR, Sub-Regional Plan of Haryana Sub-Region of NCR, examination of the project proposals of different Departments for their submission to NCRPB, New Delhi. It may also include conducting of field visits/attending the meetings in the State as well as at the level of NCRPB. Apart from above, the candidates may have to perform the duties as may be assigned by Director, Town & Country Planning, Haryana, Chandigarh and Chief Coordinator Planner (NCR), Haryana, Panchkula.

## **SELECTION CRITERIA**

**1. Qualification (50 marks):**

- ✓ Upto 55% : 20 marks
- ✓ More than 55% but upto 65% : 30 marks
- ✓ More than 65% but upto 75% : 40 marks
- ✓ More than 75% : 50 marks

**2. Experience, over and above the eligibility period, if any (15 marks):**

- ✓ 0.5-1 Year : 5 marks
- ✓ 1-2 Years : 10 marks
- ✓ >2 Years : 15 marks

**3. Publication of article/research paper on relevant field in any professional journal/magazine etc. (10 marks):**

- ✓ 5 marks for each publication subject to maximum of 10 marks

**4. Interview (25 marks)**

**Note:** The candidates scoring 50 marks out of 75 marks under Sr. No. 1, 2 & 3 above will be considered for interview.

# APPLICATION FORM

**PHOTO**

**APPLICATION FOR THE POST OF : RESEARCH OFFICER/RESEARCH ASSISTANT**

- 1 **Name** (IN BLOCK LETTERS) : \_\_\_\_\_
- 2 (a) Date of Birth (In Christian era) : \_\_\_\_\_
- (b) Age as on 01.06.2019 : \_\_\_\_\_
- 3 **Contact details:**
- (a) Address (IN BLOCK LETTERS) : \_\_\_\_\_
- \_\_\_\_\_
- (b) Telephone/Mobile No. : \_\_\_\_\_
- (c) Email Id (Compulsory) : \_\_\_\_\_  
[IN BLOCK LETTERS]
- 5 **Educational/Professional Qualification** :

Sr. No.	Examination Passed	University/Board/Institution	Year of Passing	Subjects	Percentage of Marks
1					
2					
3					
4					
5					

**Note:** (a) In case of CGPA, the same be converted to percentage (%)  
(b) Self attested documents be attached.

6 **Experience:**

(a) Essential experience (in case of B.Tech):

Sr. No.	Name & Address of employer/Institution	Post held with pay	Period of Service		Remarks, if any
			From	To	
1					
2					
3					

(b) Desirable experience:

Sr. No.	Name & Address of employer/Institution	Post held with pay	Period of Service		Remarks, if any
			From	To	
1					
2					
3					

**Note:** Experience certificate(s) be attached.

7 **Papers/Article Published:**

Sr. No.	Title of paper/Article	Journal/Magazine in which published	Month/Year of Publication
1			
2			

**Note:** Copy of the published paper/Article be attached

**Verification:**

All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or intelligibility being detected before or after the interview/appointment/selection, my candidature may be cancelled and liable for legal action as well.

**Date:**

**Place:**

**(Signature of the Applicant)**