

Public Notice

**Punjab Ghar Ghar Rozgar and Karobar Mission under the Employment Generation, Skill
Development & Training Department,
Punjab, Chandigarh Phone No. 0172-5011184-85**

(Punjab Mandi Board Building, Ground Floor, Sector 65-A, SAS Nagar, Punjab)

Punjab Ghar Ghar Rozgar and Karobar Mission under the Department of Employment Generation, Skill Development and Training, Punjab invites application for the following 05 posts to be filled on contract basis :

Sr. No.	Name of Post	No. of post	Category	Minimum Qualification & Experience	Age	Salary	Hiring
1.	Project Director (FS &PC)	01	General	Post Graduate with 5 years experience in foreign employment consultancy or overseas placement or Post Graduate degree preferably with a PhD and experience in job creation or overseas placement.	Preferred age profile of candidates around 50 years though this will not be a limiting factor in the case of well suited candidates	1 lac Rs. per month	on contract for 2 years with 1 year extension at one time with consent of both the parties
2	Executives (FS & PC)	04	01 for SC, 01 for General (Women) and 02 for General	Post Graduate (any stream) Or MBA Preferable : Fluency in English Language and candidate with relevant work experience will be preferred.	Preferred age profile of candidates around 35- 40 years though this will not be a limiting factor in the case of well suited candidates	45,000/- Rs. per month	on contract for 2 years with 1 year extension at one time with consent of both the parties

1. Applications in the prescribed proforma (Annexure A) may be submitted by 29-01-2021 up to 5:00 P.M. at office of Mission Director, Punjab Ghar Ghar Rozgar and Karobar Mission, Punjab Mandi Board Building, Ground Floor, Sector 65-A, SAS Nagar, Punjab. Detailed information regarding qualifications and experience is given above.
2. The applicants will have to apply as per proforma of application. (Attached as Annexure -A) The applications will be screened for minimum eligibility as mentioned against the said posts in the table above.

Annexure - A

Performa of Application for the Project Director (FS &PC) - **01**, Executives (FS & PC) – **04** in Punjab Ghar Ghar Rozgar and Karobar Mission against the advertisement dated_____.

1. Name of the Post
2. Name of the applicant
3. Father/Hasband's Name
4. Date of Birth
5. Gender
6. Marital Status
7. Permanent Address
-
-
8. Correspondence Address
-
-
9. E-Mail address (Compulsory)
10. Telephone No./Mobile No.
11. Category
12. Nationality
13. Education Qualification (Please attach self-attested copies of certificates)

Sr No	Examination Passed	Passing Year	Board/University	Marks obtained	Total Marks	Percentage

14. Professional/Desirable/ additional qualification (Please attach self-attested copies of certificates)

Sr No.	Examination Passed	Passing Year	Board/University	Marks obtained	Total Marks	Percentage

15. Work Experience (Please attach self-attested copies of certificates of experience)

Sr No.	Designation of the Post	Office/Department	Total Experience
1.			
2.			
3.			

Please attach self-attested copies of certificates.

16. Languages known and proficiency:

Sr. No.	Language	Read	Write	Speak

17. Any other relevant information

18. Details of Encloures

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I, the undersigned, certify that to the best of my knowledge and belief the above information is correct.

Date :

Place:

Signature of the applicant