

Real Estate Regulatory Authority, Punjab

SELECTION PROCEDURE FOR SECRETARY

Selection to the post of Secretary will depend on an-all-round assessment of the candidate based on factors such as quality and relevance of previous experience, overall career profile and performance in interview.

SELECTION PROCEDURE FOR PERSONAL ASSISTANT

Candidates will be evaluated out of a score of 100 marks, out of which 40 marks will be for educational qualifications, 40 marks for experience and 20 marks for Interview, (to be held for shortlisted candidates only) as per details given below:-

1. Qualification:

- a. Candidates who possess the minimum qualification i.e. graduation degree, shall be given 35 marks. 5 additional marks will be given for higher qualifications of the Masters level or above.
- b. Candidates must have passed Punjabi at Matriculation level or equivalent or above.

2. Experience:

All candidates, who possess the minimum experience prescribed for the post, shall be given 30 marks. Additional 5 marks will be given for attaining the required experience in Government, Semi-Government Organizations, Multinational Companies or Public Limited Companies or similar. Out of the balance 5 marks, an additional 1 mark will be given for each 2-year slab, over and above the prescribed minimum experience, in any organization, subject to a maximum of 5 marks.

3. Interview:

- a. Candidates shortlisted on the above criteria will be called for an interview, which shall carry 20 marks.