



## REAL ESTATE REGULATORY AUTHORITY, PUNJAB

Website : [www.rera.punjab.gov.in](http://www.rera.punjab.gov.in)

E-Mail : [helpchera@punjab.gov.in](mailto:helpchera@punjab.gov.in)

Contact No 0172-5139800

### **RECRUITMENT NOTICE**

**(Note: The office of the Authority is presently located on the Ground Floor of Punjab Mandi Bhawan building, Sector 65-A, SAS Nagar (Mohali) – 160062, Punjab but is likely to be shifted to Plot No. 3, Sector 18, Madhya Marg, Near U.T. Printing Press, Chandigarh (U.T.) shortly. The same shall be notified on the official website of the Authority. All concerned should confirm the same from the official website so as to avoid any inconvenience.**

The Punjab Real Estate Regulatory Authority, established under The Real Estate (Regulation and Development) Act, 2016, invites applications for one post of **Manager (PR)** at consolidated Remuneration of Rs 70,000/-per month from candidates possessing the necessary qualifications and experience. The prescribed performa ; eligibility criteria, experience etc. may be accessed at [www.rera.punjab.gov.in](http://www.rera.punjab.gov.in). Persons working in the Central or State Govt. or their statutory/autonomous bodies, can apply for deputation through their controlling authorities. An advance copy of their application must be sent to the Authority by the due date. They will be required to submit a NOC from their current employer, before actually joining the Authority. Other candidates, including retired govt. employees, will be appointed on contract and will be paid a consolidated remuneration, which has been fixed keeping in mind that of equivalent post in Govt.

**The applications addressed to the Secretary, Real Estate Regulatory Authority, Punjab should reach the office of the Authority located in Punjab Mandi Bhawan, Ground Floor, Sector 65-A, S.A.S Nagar-160062 by 4:00 p.m on or before 05.10.2018.** No claim whatsoever will be entertained on account of postal delay etc., and the applications received after the deadline mentioned above shall be summarily rejected.

#### **Note:-**

1. Candidates should not be above the age of 63 years as on the date of this publication.
2. The Authority reserves the right to cancel the entire recruitment process without assigning any reason thereof.
3. **All applications must be accompanied by attested copies of certificates of educational qualifications as well as experience as mentioned in the application. Otherwise, such incomplete applications shall be out rightly rejected.**
4. **The candidates who have already applied against our Recruitment Notice dated 19.07.2018 need not apply afresh.**

**Secretary**



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### **Educational Qualifications, Experience and Other Conditions for Recruitment**

#### ***Minimum Educational Qualification:***

- a. Graduate in any discipline from a recognized institute/College/University.
- b. Diploma/Degree in Public Relations & Advertising/ Mass Communication from a recognized Institute/ College/ University
- c. Candidates must possess a certificate of having passed Punjabi at Matriculation level or equivalent or above.

\*However, the candidates who have not passed Punjabi at Matriculation level at the time of applying should clear the exam before joining, or within a maximum period of 2 months from the date of receipt of appointment letter, whichever is later.

#### ***Experience:***

- a. Should have worked at a level of Deputy Director (PR) or above in a state Government Department or Government Undertaking for a period of at least 10 years.
- b. Should have attained experience /expertise in preparation of advertisements including concept conceivment, copy writing , script writing, liaison with print & electronic media, drafting & releasing of press notes
- c. Familiarity with the role of Indian Newspaper Society (INS), Audit Bureau of Circulation ( ABC), Directorate of Advt. Visual Publicity (DAVP), Radio Audio measurement (RAM) and Indian Readership Survey (IRS) in print & electronic media.
- d. Being conversant with Urban Development Laws would be an advantage.