

Recruitment Notice

Government of Punjab

Recruitment Notice Reference No. PMDC-03/2024

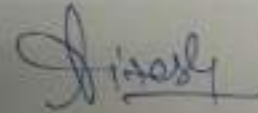
Applications are invited against various positions at Project Implementation Unit Amritsar & Ludhiana under PMSIP (World Bank Funded) in Punjab Municipal Infrastructure Development Company (PMIDC) under Department of Local Government, Punjab, as detailed below :-

Sr.No.	Name of the Post	Number of Vacancies	Remuneration per month in Rs.
1.	IT Manager	02	1,00,000/- to 1,25,000/-
2.	Systems Analyst	02	85,000/- to 1,00,000/-
3.	Hardware & Network Expert	02	45,000/- to 65,000/-
4.	e-Governance Support Executive	02	40,000/- to 65,000/-
5.	GIS Expert	02	75,000/- to 1,00,000/-
6.	GIS Analyst	02	60,000/- to 80,000/-
7.	Survey Supervisor	02	40,000/- to 55,000/-
8.	Surveyor	02	30,000/- to 40,000/-

Last date & time : 22 March 2024 upto 3 PM

For details log onto <http://pmidc.punjab.gov.in>

Note: Any corrigendum (s) to the recruitment notice shall be published on the above website.

for 

General Manager (F&A)
PMIDC

Remuneration:

Tentative Pay range is **Rs. 40 K – 65 K** per month which is negotiable and shall commensurate with experience and qualification.

Duty Station

The duty station of the expert will be at Municipal Corporation in either Amritsar or Ludhiana. The Support Executive might be required to travel occasionally as and when required within and outside the State for project purposes.

Duration:

The appointment to the post will be on contract basis initially for a period of 02 years (including 6 months' probation period). Appointment can be extended based on the performance and requirement for subsequent year/s thereon. The engagement of the candidate will be on a full-time basis.

Reporting arrangements

The E-Governance Support Specialist will directly report to the IT Manager, playing a pivotal role within the IT department. In addition to the direct reporting line, the specialist will be given task by the respective ULB's Commissioner/ Joint Commissioner to ensure local project objectives are met. Simultaneously, guidance and instructions will be provided by the Sr. Manager (IT) to ensure seamless coordination, effective communication, and strategic alignment between system being rolled out by state and need of MC.

5. Job Description – GIS Expert, AMC/LMC

Name of Designation - GIS Expert (Amritsar and Ludhiana)

No. of Post - 02

Qualification and Experience –

- Minimum M.Tech. /Master Degree (Urban Planning/Geo-informatics, Remote Sensing and GIS) from university recognized by UGC.
- 8 years of post-qualification experience in managing and execution of GIS Related Projects.
- Desirable Experience in Urban sector, Property and/or Utility Mapping and Survey and GIS Application Development.

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- Management of GIS portal (such as OneMap) and working as System Administrator
 - Project lead for GIS related projects
 - The ability to work with data in multiple formats, coordinate systems, and datum.
 - Working knowledge of the interoperability of GIS with various documents, spread sheets, databases, and image formats.

Responsibilities:-

- Lead the GIS cell at the MC and collaborate with the City's Urban Planner and IT cell
- Supervise GIS based firm contracts of the MC
- Develop RFP/TORs for any new procurements required, including preparation of initial scope of work and cost estimates for GIS development activities.
- Conducting use-case analysis to establish GIS application requirements and geospatial data model requirements.
- Identifying through research and defining appropriate innovative and disruptive applications of the system and associated GIS products for improving municipal e-governance. Present these ideas to the Commissioner/Joint Commissioner and lead the implementation of the selected solutions in the MC.
- Support Commissioner/Joint Commissioner with GIS based data for decision making. Make presentations to share GIS based inputs, findings and solutions to enhance operational efficiency of the MC.
- Planning and designing the analytic procedures and methodologies for performing the applications.
- Working on Map and its related information dissemination, Validation of Surveys along with the Property Tax Wing, Building Wing, Trade License Wing, Engineering and O&M Wing etc.
- Capacity Building for ULB staff to increase adoption of GIS data for day-to-day operations, functions

- Verify the work of assigned employees for accuracy, proper work methods, techniques and compliance with applicable standards and specifications as specified by PMIDC time to time..
- Updating data into the state level GIS system
- GIS Data Management, image processing, 3D Mapping and supervise the use, care and operation of GIS equipment (Like GPS, DGPS, Drones etc.)
- Periodic (quarterly/half yearly/annually) monitoring and progress reports to the PMSIP Project Management Unit and Project Implementation Unit and any other relevant authorities, as required.

Duty Station:

The duty station of the expert will be at the Municipal Corporation in either Amritsar or Ludhiana. The GIS Expert will be required to travel as and when required within and outside the State for project purposes.

Remuneration:

Tentative Pay range is **Rs.75k–1.00Lakh** per month which is negotiable and shall commensurate with experience and qualification.

Duration:

The appointment to the post will be on contract basis initially for a period of 02 years (6 months' probation period). Appointment can be extended based on the performance and requirement for subsequent year/s thereon. The engagement of the candidate will be on a full-time basis.

Reporting arrangements

The GIS Expert will report to the Commissioner/ Joint Commissioner at the MC ensuring alignment with local project objectives. In addition, guidance and instructions will be received from the Senior Manager (GIS), PMIDC.

6. Job Description–GIS Analyst, PIU-PMSIP, AMC/LMC

Name of Designation -GIS Analyst (01 for Amritsar & 01 for Ludhiana)

No. of Post - 02

Qualification and Experience –

- Minimum Post Graduate Diploma in GIS/Remote Sensing or Geospatial technology from UGC recognized University/Govt. recognized Institute in India.
- Persons Holding Master degree in the above field shall be preferred.
- Minimum 7 years of post-qualification experience in Handling and execution of GIS related projects.
- Experience in GIS software (ArcGIS, QGIS etc.) is required.
- Must have desirable Experience in Property and/or Utility Mapping and GIS Survey.
- Specific knowledge of the computer operating system, GIS software and its applications, GIS concepts & its database.
- Required a basic understanding of the data, functions, and tasks that the GIS applications will support.
- The ability to work with data in multiple formats, coordinate systems, and datum.

Responsibilities-

- Coordinate with the GIS Expert and Urban Planner to prepare the monthly work program.
- Identifying and defining appropriate applications of the system and associated GIS products.
- Utilize GIS Software to create and update maps based on the collected survey data.
- Planning and designing the analytic procedures and methodologies for performing the applications.
- Conducting field training related to GIS Mapping & Survey and also tracks the progress of the projects.
- Planning and communicating to Urban Planner and GIS Expert specific work tasks for database creation and management, application development, and on-going maintenance
- Updating and maintaining offline/online GIS datasets.
- Preparing GIS data for use in web mapping applications

- Creating high quality cartographic products for publication and presentation
- Checking data, tables, maps, and text for reports for consistency and accuracy.
- Verify the work of assigned employees for accuracy, proper work methods, techniques and compliance with applicable standards and specifications.
- GIS Data Management, image processing, 3D Mapping and supervise the use, care and operation of GIS equipment (Like GPS, DGPS, Drones etc.)
- Working knowledge of the interoperability of GIS with various documents, spreadsheets, databases, and image formats.

Duty Station

The duty station of the expert will be at the Municipal Corporation in either Amritsar or Ludhiana. The GIS Expert will be required to travel as and when required within and outside the State for project purposes.

Remuneration

Tentative Pay range is **Rs.60k–80k per** month which is negotiable and shall be commensurate with experience and qualification.

Duration

The appointment to the post will be on contract basis initially for a period of 02 years (including 6 months' probation period). Appointment can be extended based on the performance and requirement for subsequent year/s thereon. The engagement of the candidate will be on a full-time basis.

Reporting arrangements

The GIS Analyst will report to the GIS Expert and Commissioner/Joint Commissioner, serving as an essential team member within the GIS cell at the Municipal Corporation PIU ensuring alignment with local project objectives. In addition, guidance and instructions will be received from the Senior Manager (GIS) at PMIDC.

7. Job Description–Survey Supervisor AMC/LMC