

**RECRUITMENT NOTIFICATION FOR APPOINTMENT ON CONTRACT BASIS**

Dholera Industrial City Development Limited (DICDL) is a 51:49 Special Purpose Vehicle (SPV) jointly owned by Government of Gujarat and DMIC Trust is entrusted with the responsibility of implementation and management of Dholera Special Investment Region.

**DICDL invites applications from qualified and experienced candidates for the appointment of Senior, Managerial & Executive level positions. Accordingly, we give below the position requirement of the organization. Please note that the said posts / appointments will be purely only on “Contract basis” and initially for a period of three years which may be extended further period as per standard terms & conditions of the Organization.**

Post	CTC	No. of Posts	Minimum Years of Experience	Age Limit as on date of Advertisement
Manager- Manager - Admin & HR	9-18 Lakhs	1	7	45(maximum)
Manager - Accounts and Finance	9-18 Lakhs	1	7	

\*Apart from the pay, other benefits will be applicable as per the HR Policy. Age may be relaxed for exceptional candidates having relevant experience.

**GENERAL CONDITIONS**

**1. ON CONTRACT**

1. The salary package will be finalized based on the candidate’s current drawing salary. However in the case of exceptionally qualified and experienced candidate’s higher compensation package may also be considered.
2. The compensation package would be increased every year in line with the HR policy of company.

**2. CONTRACT APPOINTMENT**

1. The Contractual Appointment will be initially for a period of 3 years which can be extended up for further period based on the year on year performance.
2. The contract of appointment may be terminated by either side by giving 30 days notice or by paying the contractual remuneration in lieu of notice period, if the circumstances so warrant.

**3. CONDITIONS**

1. Candidates who have appeared for interviews conducted by DICDL for the above said posts on an earlier occasion in with current HR Policy need not apply again.
2. Prescribed qualifications are the minimum requirements and mere possession of the same does not entitle the candidate to be called for interview.
3. The experience would be post qualification and the minimum required. Mere possession of minimum experience does not confer any right for interview / selection.

4. Canvassing in any form by or on behalf of the candidates or to bring political or other outside influence with regard to selection/appointment shall be a disqualification.

#### **4. SELECTION**

1. Applicants should download application format from our Company website, fill up the same and send the application only by speed post or by courier along with the copies of latest CV & testimonials on or before **February 18, 2019**, at the following address:  
General Manager (Corporate Affairs & HR)-DICDL, DICDL office, Block No.1, 6<sup>th</sup> Floor, Udyog Bhavan, Gandhinagar.
2. Any candidate found guilty of impersonation or submitting fabricated documents or making statements, which are false or incorrect or indulging in suppression of facts, attempts to use unfair means for the purpose of recruitment, will be liable for rejection.
3. The candidate shall have to indicate his/her acceptance to the offer within five days from the receipt of offer, failing which; next candidate in order of merit will be offered the appointment on similar lines. However, the Competent Authority may grant such extension of time depending upon the exigencies, if so requested.

#### **5. MISCELLANEOUS**

1. Original Documents in support of qualification and relevant experience shall be submitted along with the Resume at the time of interview. Non-submission of documents along with the Resume, will lead to rejection of candidature at any stage during the process of recruitment.
2. DICDL shall not be liable for any damage / injury / loss to the individual, if any, sustained during the entire recruitment process and journey.
3. Management reserves the right to assess fitness or otherwise of the candidates selected.

#### **6. TIME & DATE OF INTERVIEW**

Call letters for interview will be issued to shortlisted applicants indicating Time, Date and Venue of the Interview

General Manager (Corporate Affairs & HR)

**Application for Contract Appointment**  
**Applied for the post of: \_\_\_\_\_**

Recent Passport size  
color photograph

Sr. No.	Particulars	Details of particulars	Document Attachment Yes / No
1.	Name:		
	Address:		
	Personal Mobile Number:		
	Personal Email ID:		
2.	Father's Name:		
3.	Date of Birth & Age (DD/MM/YYYY):		
4.	Basic Qualification :		
5.	Additional Qualification, if any:	1. 2.	
6.	Knowledge of Gujarati	Yes <input type="checkbox"/> No <input type="checkbox"/>	
7.	Total Years of Experience :	_____ Years.	
8.	Name of Current Company, Designation and phone No. / Email ID. (Must attach latest CV / Resume / Pay slip & other relevant documents)		
9.	Two reference names: Out of two one should be compulsorily from your current organization		

I declare that the information furnished above by me is true to the best of my knowledge and belief and that nothing material has been concealed / misrepresented.

Place:  
Date:

Signature of the candidate