



INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office, A-13, Sector -1, Noida, U.P. -201301

Phone : 0120 – 2474050, 2522312 & 2544036, Fax : 0120-2521764

Brief Employment Notice No. IWAI/R.&T./Contrl.5/2019 Dated 22/03/2019

Inland Waterways Authority of India (IWAI) an Autonomous Body under the Ministry of Shipping, Govt of India intends to engage the following position, purely on Contractual basis, initially for a period of One year and invite application from interested and eligible candidates.

Sl. No. / Position Code	Details of Position	No. of Position
C.34	Civil Engineer Expert	1
C.35	Consultant (General Correspondence)	1

The closing/ last date for receipt of application is 21/04/2019, with application in prescribed proforma, to be addressed to the Assistant Secretary (R.&T.), IWAI, A-13, Sector-1, Noida-201301(UP), through registered post/ speed post. For further details as regards Duties/Responsibilities, Educational Qualification, Experience & Remuneration etc. the website of IWAI viz <www.iwai.nic.in> may be visited.

**Sd/-
SECRETARY**



INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office, A-13, Sector -1, Noida, U.P. -201301

Phone : 0120 – 2474050, 2522312 & 2544036, Fax : 0120-2521764

Employment Notice No. IWAI/R.&T./Contrl.5/2019 Dated 22/03/2019

Inland Waterways Authority of India (IWAI) an Autonomous Body under the Ministry of Shipping, Govt of India intends to engage the following positions purely on Contractual basis, initially for a period of One year and invite application from interested and eligible candidates.

Sl. No. / Position Code	Details of Position	No. of Position
C.34	Civil Engineer Expert	1
C.35	Consultant (General Correspondence)	1

2) The ToR and eligibility criteria etc. for the above mentioned positions are as detailed below:

Civil Engineer Expert - 01 Position
Duties / Responsibilities
<p>The Civil Engineering Expert would be responsible for, but not limited to the following activities and would report to the Hydrographic Chief.</p> <ul style="list-style-type: none">▪ Preparation of ToR and Bidding documents for hiring of consultants for preparation of Detailed Project Report, including Market Study and Business Development Strategy.▪ Preparation of ToR and Bidding documents for hiring of consultants for EIA, SIA, EMP study.▪ Assist in hiring of Consultants and implementation agencies.▪ Co-ordination during site assessment etc.▪ Check the feasibility and adequacy of Civil Engineering Designs suggest by the consultant and propose latest engineering practices.▪ Provide evaluation, oversight and co-ordination during preparation of DPRs by the consultants.▪ Supervision and monitoring for ensuring compliance of prescribed civil engineering practices during execution of the project.▪ Preparation estimates / specifications / manuals / status / monthly / quarterly reports for the IWAI on civil works; preparation of compliance. Completion reports of each phase; and review of report submitted by the contractors and / or supervision consultants.▪ Co-ordination with other departments and agencies.

<ul style="list-style-type: none"> ▪ Monitoring and documentation of the project related activities. ▪ On-site inspections. <p>Any other duties as may be assigned.</p> <p>Age : 40-65 years</p> <p>Remuneration : Rs. 85,000/- per month.</p>
<p>Required Educational Qualifications and Experience</p>
<ul style="list-style-type: none"> a. Bachelor / Master Degree in Civil Engineering from any recognized institution with 15 years post qualifications experience in the relevant field*. b. The individual should be retired Central/State Government employees/Retired PSU employees/Retired IIT employees at the Level 12 or above with experience in relevant field*. <p>OR</p> <ul style="list-style-type: none"> c. The individual from non-government/Semi -government/other sectors with minimum of 15 years post qualification experience in relevant field*. <p>*The experience in planning, designing & construction engineering works for infrastructure projects (preferably waterways, irrigation, flood protection, cross river structure such as dams, barrages, ports or similar project) would be essential.</p> <p>Proficiency in use of Computers.</p> <p>Area of operations</p> <p>To assist the various proposals & coordinate in technical Civil Engineering matters for the Maharashtra, Gujarat & Goa and other National Waterways as per requirements.</p>
<p>Consultant (General Correspondence) - 01 Position</p>
<p>Duties / Responsibilities</p>
<p>The Consultant would be responsible for, but not limited, to, the following activities;</p> <ul style="list-style-type: none"> ▪ Timely preparation of the prescribed reports and returns. ▪ Maintenance and safe custody of records. ▪ HR management of the personnel of PMU. ▪ Handling of court cases, RTI, legal matters. ▪ Support to respond to queries from stakeholders. ▪ Organize and facilitate consultations and workshops with stakeholders. ▪ Prepare minutes and proceeding of consultations. ▪ Coordinate and correspond with Central and State Government Departments. <p>Any other duties as may be assigned to him for the efficient and smooth execution of the project by IWAI.</p> <p>Age : 35-65 years</p> <p>Remuneration : Rs. 60,000/- per month.</p>
<p>Required Educational Qualifications and Experience</p>

- a. Bachelor Degree in any discipline from any recognized institution. Persons with 10 years post qualifications experience in administration with good communications / drafting skill; both written and verbal.
 - b. The individual should be retired Central / State Government employee / Retired PSU employee / Retired IIT employee at the Level 11 or above.
- OR
- c. The individual from Government / Semi-Government / Non-Government Sectors with minimum of 10 years post qualification experience in administration with good communications / drafting skill; both written and verbal.

*Proficiency in use of Computers.

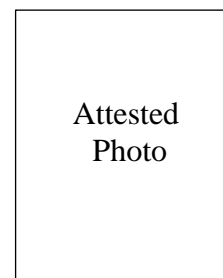
3) The closing/ last date for receipt of application is 21/04/2019, with application in prescribed proforma, to be addressed to the Assistant Secretary (R.&T.), IWAI, A-13, Sector-1, Noida-201301(UP), through registered post/ speed post only.

**Sd/-
SECRETARY**

PROFORMA

APPLICATION FOR THE POSITION OF : _____ **(CONTRACTUAL)**
POSITION CODE : _____

- | | | |
|--|---|--|
| 1. Name in full (in Block Letters) | : | |
| 2. Father's/Husband's Name | : | |
| 3. Address for communication
(with Pin Code, Telephone number &
E-mail ID) | : | |
| 4. Permanent Address | : | |
| 5. (a) Date of birth (in Christian era)
(copy of DOB certificate to be enclosed) | : | |
| (b) Age as on closing date of application | : | |
| 6. Nationality | : | |
| 7. Whether worked in any Central/State/UT/
Autonomous body/PSU/Port
Organization/Semi-Govt. with proof | : | |
| 8. Educational/ Professional Qualification: (Starting from Matriculation or Equivalent onwards) | : | |



Sr. No.	Examination Passed	Year	Name of Board / University	Class/Division	% of marks	Main subjects

9. Experience : (Including present employment)

Sr. No.	Name of Employer	Designation of the post held & nature of appointment	Pay scale/Salary (CDA/IDA)	Date of Joining	Date of leaving and reasons for leaving	Nature of duties performed

10. Languages known :
11. Any other information such as experience, training, publication etc. in support of suitability for the post :

UNDERTAKING

12. I hereby solemnly declare that the information given above is true and correct to the best of my knowledge age belief.

Place:

Date:

SIGNATURE OF THE APPLICANT