

CORPORATION OF THE CITY OF PANAJI

ADMINISTRATIVE SECTION

PANAJI GOA

Phone No. 2223339/2422736/2423556/2423557 Fax No. 2426998

Web: www.ccpgoa.com/ Email: commissioner@ccpgoa.com

No.117/40/2022/CCP/Admn./TraineeJr.Eng./Per.file/2023-24/85

Date: 07.01.2025.

NOTICE


Corporation of the City of Panaji requires following post purely on Trainee basis for a period of 6 months.


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|---------------------------|--|
| 1. Trainee Civil Engineer | : 2 posts |
| 2. Qualification required | : 1. Should have Diploma or Degree in Civil Engineering.
2. Proficiency in MS Office (Word, Excel, Power Point, Internet etc.) & shall have thorough knowledge of AutoCAD.
3. Knowledge of Konkani & Marathi.
4. The candidate shall have minimum 1 year on site experience in the field of Civil Engineering.
5. The candidate shall have 15 years residence certificate in the State of Goa. |
| 3. Age | : Not exceeding 45 years. Subject to relaxation. |
| 4. Monthly remuneration | : Rs. 30,000/- Per month (Consolidated) |

Interested candidate may attend the walk-in-interview in the Corporation Hall alongwith the testimonials on 13.01.2025 between 11:00 a.m. to 12:00 p.m. Self-attested documents are required to be submitted at the time of walk-in-interview.

Candidates appearing for the interview will not be entitle for payment of T.A./D.A.

For details refer to website www.ccpgoa.com.


(Rohit Joe Monserrate)
Mayor


(Clen Madeira, GCS)
Commissioner

A) Terms of Reference (Tor) for Trainee Civil Engineers.

I. Scope of work.

- The persons selected for this post shall be well versed in preparing the estimates, supervision of development works, assure quality of work etc. she/he shall interact with the 30 Corporator's and shall prepare their estimates after seeking necessary approval from Hon'ble Mayor. The position is a Trainee engagement, initially for six months. Renewal of contract will be done based on performance appraisal. The incumbent shall report to the Hon'ble Mayor/Commissioner/Municipal Engineer, Gr. I/II/III. The incumbent shall have good command in English language as well as the regional language.
- Incumbent shall work sincerely and shall be prompt in the work assigned to him/her by the higher authorities.
- Incumbent shall be punctual in his/her official timing and shall work from Monday to Saturday from 9.30a.m. to 5.45p.m. & if required she/he shall also attend the duties on holidays.
- Incumbent shall not be entitle to record Measurement Books.
- Incumbent shall not be entitle to process files pertaining to Construction Licence, Renewal Licence, and Occupancy certificate.

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