

Real Estate Regulatory Authority, Bihar

4th&6thFloor, Bihar State Building Construction RERA Campus
Hospital Road, Shastri Nagar, Patna - 800023
Phone Number: 0612-2291014/2291015
E-mail ID: rerabihar@gmail.com

NOTICE For

HIRING OF TECHNICAL OFFICER (CIVIL) ON SHORT TERM CONTRACT BASIS

Government of India has enacted the Real Estate (Regulation and Development) Act, 2016 and all the sections of the Act have come into force with effect from May 1, 2017. The Bihar Real Estate (Regulation & Development) Rules 2017 was notified by the Government of Bihar on April 28th, 2017. The Real Estate Regulatory Authority of Bihar has been providing the platform for Registration of the Real Estate Projects and displaying details of Promoter and Real Estate Agents.

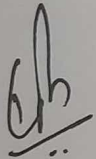
The key responsibilities of the Authority are as follows:

- Ensuring Disclosures of Real Estate Projects by Promoters.
- Real Estate Projects Registration.
- Real Estate Agents Registration.
- Redressal of complaints.

To fulfil its responsibilities, the Authority is looking for qualified, result-oriented candidates with relevant experience for the following temporarily created positions:

A. DETAILS OF POSITION WHERE HIRING ON CONTRACT IS PROPOSED:

2. (a) **Name of the Position:** Technical Officer (Civil)
- (b) **Open for Hiring:** Three Positions.
- (c) **Reservation category:-** One for Extremely Backward Class (EBC)
- One for Woman of Unreserved Category- UR(W)
- One for Scheduled Caste (SC)
- (d) **Qualification:** B.E. Civil from recognized university or equivalent from a reputed Indian University which is recognized by AICTE will be essential.
- (e) **Others essential:** At least 20 years working experience in Building Construction/Real Estate Sector and related works. Incumbent must be a person, retired recently as Assistant Engineer or rank above it or equivalent from Government, autonomous or Statutory organization having no adverse reporting during service tenure and no proceedings, either disciplinary or criminal, pending, who apply in response to this notice.



(f) **Salary:** Pay will be as per the general principle of 'pay minus pension', i.e. while the last pay drawn shall be reckoned for pay fixation, the entire pension shall be deducted from the pay so fixed.

(g) **Period of Contract:** One year, which may be extendable by another year on the basis of the assessment of Performance.

(h) **Job Profile:**

- i. Interest in Real Estate and understanding of technical aspects of Buildings (Building Bye Laws, deviation, Master Plan, Land use plans, Development Policies).
- ii. Strong background in Building Plan analysis & real estate technical analysis related to residential, commercial & related real estate is ideal.
- iii. Examine all reports and data closely to evaluate the viability of the real estate project with timely and accurate technical information
- iv. Ensuring Adherence to the standards for building construction requirement for each project and specifications Timely reporting and Issuance of notices in case of non-compliance and deviation.
- v. Identification and regular reporting of deviations during site visits, if any. Ensuring Adherence to local bye laws, Effective monitoring for ensuring good quality and accurate implementation as per sanction drawings and completion drawings of the approved projects.
- vi. In- depth knowledge on the value of the land / apartment / industry from the real estate brokers available in the vicinity of the property being valued, analyze the properties in terms of transaction value, local enquiry of the property pertaining to legal issues.
- vii. Should be an organized and cool-tempered professional who is able to handle a crisis and is expected to have a creative mind and excellent communication skills. Should also be confident in public speaking and project management abilities.
- viii. Goal will be to cultivate a positive image of RERA, Bihar.

(i) **Technical / Soft Skills required:**

- i. Proficiency in MS Office.
- ii. Innovative and Creative thinking, Coordination skills & Quality Orientation
- iii. Effective coordination and monitoring, Preparing Monthly plans through MIS
- iv. Knowledge and ability to interpret and apply skills ..
- v. Strong communication ability (oral and written).
- vi. Excellent organizational skills.
- vii. Ability to work well under pressure.
- viii. Creativity and problem-solving aptitude.

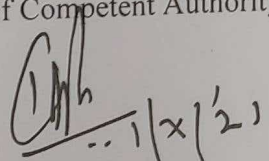
B. **CUT-OFF DATE:**

The cut-off date for the purpose of acquiring educational qualifications, experience, age etc. will be **01.10.2021**

C. HOW TO APPLY

- (i) Eligible persons who possess the requisite qualifications/experience should apply online from 09.00 Hrs. of 4th October, 2021 till 24.00 Hrs. of 28th October, 2021 in the online application format on the website of RERA i.e. "https://rera.bihar.gov.in" Wherein, besides the personal information, details regarding Educational / Professional qualifications (right from Graduation onwards), experience, date of birth, caste category, disability and domicile, if any should be filled in. Online application submitted after 24.00 Hrs. of 28th October, 2021 will not be considered.
- (ii) On filing the application online reference no. of the candidate will be generated Reference no. should be used for all future references / records / correspondence / transactions.
- D. No certificate needs to be submitted along with application. Shortlisted candidates need to produce requisite certificates relating to their qualifications, experience, date of birth, date of retirement along with the requisite documents in original with a copy of PPO, recently issued Caste certificate and Domicile certificate, if applicable, in original and self-attested copies thereof and Self Declaration for having Computer proficiency with MS Office etc will be required at the time of Interview. Filling wrong information in the application may lead to rejection of candidature.
- E. A list of eligible candidates will be prepared on the basis of their application etc. and from this list only shortlisted candidates will be entitled to appear in the "written test and/or /Interview".
- F. Applicants need to often visit the website of RERA for all important information including date, time, and venue of "written test and/or /Interview".
- G. No travel cost will be paid to candidates appearing for the "written test and/or /Interview".
- H. Canvassing in any form will be a disqualification.

By the Order of Competent Authority


(Kamal Narayan Singh)
Secretary

Format for Application for the post of Technical Officer (Civil)

| Sr, no. | Description of information desired | To be filled in by candidate online | Remarks, if Any |
|------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|--------------------|
| 1 | Name of the Position/Post | | |
| 2 | Name of the Candidate | | |
| 3 | Sex | | |
| 4 | Permanent Address | | |
| 5 | Address for Correspondence | | |
| 6 | Domicile District | | |
| 7 | Name of the post and address of the Institution from where retired | | |
| 8 | Date of Retirement | | |
| 9 | Whether B.E. Civil | | |
| 10 | Month and Year of Passing B.E. Civil Examination. | | |
| 11 | Category of Reservation (UR/EBC/SC/ST/BC/EWS/ Specially Abled/any other). If Specially Abled write the category also | | |
| 12 | Do you have requisite certificate to claim reservation | | |
| 13 | Are you proficient working online and skill to work on MS Office, give details. | | |
| 14 | Do you have experience in Building construction/ Real Estate Sector and related works for atleast 20 years (Please upload a separate sheet duly signed by you specifying various postings viz. the Name of the post a, Name of the Organisation, Nature of work, Period of holding the post. At the end write total numbers of years of experience. Please don't mention the task not relating to requisite experience. | | |
| 15 | Mention details of any outstanding work done by you during service period. | | |
| 16 | Upload Self-declaration regarding adverse reporting during service tenure and no proceedings, either disciplinary or criminal, pending. uploaded or not | | |

Place:
Date:

Name and Signature of the Applicant