



REAL ESTATE REGULATORY AUTHORITY, BIHAR

Ground and 4th Floor of Telephone Exchange Building, BSNL, Patel Nagar Patna and 4th&6thFloor, Bihar
State Building Construction Corporation Campus
Hospital Road, Shastri Nagar, Patna – 800023

Notice inviting application from Retired Officer of Indian Administrative Service for filling up the post of “Secretary” on short term contract basis.

Government of India has enacted the Real Estate (Regulation and Development) Act, 2016(RERA Act) 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(RERA Rules) 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 urgently requires the services of retired officer of the cadre of Indian Administrative Service for the following post on short term contract basis: -

DETAILS OF POSITION WHERE HIRING ON CONTRACT IS PROPOSED:

1. Name of the Position: **SECRETARY**
2. Number of Positions: **ONE**
3. Reservation Category: **Un Reserved (UR)**
4. **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.
5. **Eligibility:** Incumbent must be a Retired Officer of Indian Administrative Service Cadre having served in the Government of Bihar, under 62 years of age as on 01.06.2024 having no adverse reporting during service tenure and having no proceedings, either disciplinary or criminal, pending. The candidate should be proficient in working on computers as the ability to work online is essential. Preference would be given to persons who have worked in the Department of Revenue Land Reforms or Urban & Housing Development Department of the Government of Bihar.
6. **Job Profile:** The Secretary shall be the Principal Executive Officer of the Authority and shall exercise his powers and perform his duties under the control of the Authority. He will be in charge all matters relating to Administration including Personnel Management. He shall have powers to perform all functions as contained in Sub clause (2) of Regulation 12 of Bihar RERA (Amendment) General Regulation, 2022. He may be delegated with other duties as considered necessary.
7. **Place of Work:** The place of work will be at Patna Office of RERA, Bihar.

Phone Number: 0612-2291014/2291015

E-mail ID: rera@bihar.gov.in



REAL ESTATE REGULATORY AUTHORITY, BIHAR

Ground and 4th Floor of Telephone Exchange Building, BSNL, Patel Nagar Patna and 4th&6thFloor, Bihar
State Building Construction Corporation Campus
Hospital Road, Shastri Nagar, Patna – 800023

8. **Period of Engagement:** Initially for a period up to one year and may be extended further for a period as decided by Competent Authority on the basis of the assessment of the performance and need of work. However, the contract may be terminated by serving one-month advance notice from either side.
9. Eligible candidates having requisite eligibility and experience may submit their application along with Curriculum Vitae stating their experience and outstanding achievements through mail to RERA, Bihar on rera@bihar.gov.in. In the subject line of mail “Application for “Secretary” must be mentioned. Applications can be sent through mail up to **24.00 Hrs. of 1st July, 2024**. Application received after the cut of date/time shall not be considered and no correspondence will be entertained in this regard. Incomplete application will not be entertained.
10. Shortlisted candidates need to bring requisite documents pertaining to their eligibility conditions at the time of Test/Interview. Submitting wrong information in the application may lead to rejection of candidature.
11. All the applications, received will be scrutinized and the shortlisted candidates only will be called for test/interview.


Secretary

Memo No.RERA/Admn./Appointment/02/2024-301 Patna, dated 07-06-2024

Copy to:-

I.T.Consultant,RERA,Bihar,Patna for upload the notice on RERA website.


Secretary