

DEPARTMENT OF URBAN LOCAL BODIES, HARYANA

Urban Local Bodies Department intends to engage 110 Surveyors (32 for MC Panchkula, 46 for MC Manesar and 32 for MC Narnaul) having requisite qualification & experience on contract basis initially for a period of six months and further extendable as per the requirement.

The detailed terms & conditions, selection criteria, remuneration and prescribed application form etc. can be viewed on the website of the Department i.e., <https://ulbharyana.gov.in/Home/RecruitmentDetails>. The interested candidates can apply online only on the link <https://ulbharyana.gov.in/recruitment> well before 23rd May, 2025.

No physical applications will be entertained for engagement.

Sd/-
Director General,
Urban Local Bodies Department
Haryana, Panchkula

PUBLIC NOTICE FOR ENGAGEMENT OF SURVEYORS ON CONTRACT BASIS

Online applications are hereby invited from interested candidates for engagement of 110 Surveyors in Municipal Corporation Manesar, Panchkula and Municipal Council Narnaul or any other office of Urban Local Bodies Department in the State of Haryana on Contract Basis. The surveyors will be hired initially for 6 months and their tenure will be extended depending upon the project requirement. The details of essential qualification, experience, remuneration etc. for these posts are as under :-

Sr. No.	Designation	No. of Posts	Qualification and experience	Responsibility	Salary
1	Surveyor	MC Panchkula = 32	Three Years Diploma in Civil Engineering from a recognised Institute with First Division. 'Or' Graduate Degree (Civil Engineering/ Geo-informatics Remote Sensing and GIS) from university recognized by UGC.	Field Survey using GPS and any other task assigned by the Department/ ULB in MC Panchkula, Manesar, Narnaul.	Rs 30,000/- per month. No other emoluments, TA/DA will be paid.
		MC Manesar= 46			
		MC Narnaul = 32			
		Total = 110			

2. Candidates will be shortlisted on the basis of merit list prepared by considering the marks obtained in basic educational qualification, higher educational qualification and experience in the relevant field.

3. Selection Procedure:

- (i) On receipt of the Online applications upto the closing date, a final list of selected candidates on the basis of obtaining higher marks as per criteria mentioned in above table will be uploaded on the website.
- (ii) In case there are more than one candidate having equal aggregate marks, the candidate being older in age will get precedence over the younger one.
- (iii) Provisional appointment letter will be issued to the selected candidates.

- (iv) The concerned municipality will ensure to verify the documents of candidates at the time of their joining. The concerned municipality shall also direct the selected candidate to appear before the Civil Surgeon of the district concerned and obtain 'medical certificate of fitness'. Further, Police verification will also be obtained before their joining.

4. General instructions:

- (i) The number of vacancies is provisional and subject to change.
- (ii) The candidates applying for the post of Surveyor should ensure that they fulfill the eligibility condition as per details mentioned in the advertisement. Their candidature will be provisional at all the stages of selection process.
- (iii) Urban Local Bodies Department, Haryana reserves the right to cancel or modify the terms & conditions of selection or part of it at any stage.
- (iv) The Department reserves the right to cancel the entire process of engagement due to administrative reason(s).
- (v) The decision of the Urban Local Bodies Department, Haryana about the mode of selection to the post and eligibility conditions of the applicant shall be final and binding. No correspondence will be entertained in this regard.
- (vi) A list of candidates will be kept in the reserve pool for deployment against vacancies arising due to non-joining by any selected candidate.
- (vii) The initial requirement will be for a period of six months subjected to extension as per requirement.
- (viii) Either party may terminate the employment by giving a mandatory minimum of 30 days' notice to the other party.
- (ix) The contractual services will be liable for termination at any time before the expiry of the contract period on account of poor performance or misconduct, by serving 30 days' written notice.

The interested and eligible candidates shall have to submit their applications online only on the link <https://ulbharyana.gov.in/recruitment> upto 23rd May, 2025. **No physical application shall be entertained for such engagement.**

Further, all candidates are advised to visit the website of the Department <https://ulbharyana.gov.in/Home/RecruitmentDetails> regularly for updating themselves regarding final selection of candidates.

Dated : 05th May, 2025

Y.S. Gupta
Additional Director (H.Q.),
for Director General, Urban Local Bodies,
Haryana, Panchkula.

DETAILS OF DOCUMENTS TO BE ENCLOSED

1. Latest passport size colored photograph. Photograph must be a recent passport size colour photograph with light background and covering 80% of the candidate's face.
2. Scanned copy of signature of the applicant as per specification given below :-
 - a. The applicant has to sign on white paper with Black Ink pen. Please crop the portion of signature from the scanned document and upload it in the application form.
 - b. The applicant must sign clearly so that the scanned image is clear and may be used for verification at the time of interview.
3. Self certified copy of the Detailed Marksheet Certificate/Degree of qualification.
4. Self certified copy of the experience certificate issued by organisation, if any.

IMPORTANT INSTRUCTIONS FOR FILLING ONLINE APPLICATION FORM

1. Only online application submitted before the closing date will only be accepted. Application form sent in any other form will not be entertained and deems rejected.
2. The application complete in all respects will be accepted and application submitted without photograph/signature will be summarily rejected.
3. It is the responsibility of the applicant to ensure that all the details are successfully submitted online before the closing date. Department will not be responsible for any of the unforeseen circumstances.
4. Applicants, in their own interest, should check their eligibility for specific post before applying.

SUBMISSION OF APPLICATION FORM

1. Applicant has to first register by entering the required details before filling the Online Application form. After successful registration, applicant will SIGNIN with his/her credentials.
2. Applicant can then SIGNIN and start filling the application form.
3. On clicking the "Submit Application" button and Unique Application Number will be generated.