



Tamil Nadu Slum Clearance Board
PMAY - Housing For All
email : raytnscb@gmail.com

RECRUITMENT NOTIFICATION

NOTIFICATION No. : 01 / 2017

DATED: 10.04.2017

Applications are invited from the eligible candidates of Tamil Nadu native for Direct Recruitment to the following categories of posts **from 14.04.2017 to 28.04.2017**, in Tamil Nadu Slum Clearance Board on contract basis for a period of six months to work as a specialists for the implementing Pradhan Mantri Awas Yojana - Housing For All (Urban) 2022 Scheme.

Sl. No.	Name of the Specialist / Post	No. of Post	Consolidated Pay per Month
1.	Urban Planner /Town Planning Specialist	6	Rs.35,000/-, Rs.40,000/- & Rs.50,000/- for different Towns / Cities based on the Population (<5 lakh, 5 lakh – 10 lakh, >10 lakh)
2.	Housing Finance and Policy Specialist (for SLTC)	2	
3.	Capacity Building/ Institutional Strengthening Specialist	6	
4.	MIS Specialist	6	
5.	Social Development Specialist (for SLTC)	1	
6.	GIS Specialist	2	
TOTAL		23	

NOTE :

- The distributions of vacancies and pay details are listed in Annexure - I, which is tentative and subject to changes as desired by TNSCB according to needs.
- The number of vacancies advertised is only approximate and is liable for modification including reduction with references to vacancy position at any time before finalization of selection.
- The candidates on their selection in respect of all the post shall be posted anywhere in Tamil Nadu having their own complement of professionals at those locations.

IMPORTANT DATES :

i)	Date of Notification	10.04.2017
ii)	Date of Publication in News Paper	12.04.2017
iii)	Date of Commencement of Downloading Application form from Website.	14.04.2017
iv)	Last date for Receipt of filled Application through Registered Post / Speed Post.	28.04.2017

ELIGIBILITY CRITERIA

A. Age (AS ON 01.04.2017)

In view of the guidelines of "Housing for All" under Pradhan Mantri Awas Yojana, Applications are invited from the eligible candidates for participating in the selection process for the engagement of specialist for **State Level Technical Cell (SLTC) / City Level Technical Cells (CLTCs)** under Housing for All (HFA) purely on contractual basis.

Age between 21 Years (Should have completed) and 40 Years (Should not have completed)

B. Educational Qualification and experience:

1) Urban Planner / Town Planning Specialist :

- i) Graduate Degree in urban Planning or Regional planning or Architecture management with at least 5-7 years experience in a managerial position.
- ii) Having experience in project management with 3 to 5 years in managerial position.
- iii) Experience in working with large scale urban development / affordable housing / slum development projects / programme
- iv) Experience in implementing urban reforms for states / ULBs

Roles and Responsibilities

- i) Handholding support to the ULBs for the preparation of HFAPoA, DPR and AIP.
- ii) Handholding support to the ULBs in identifying slum pockets and other lands for housing development.
- iii) As part of the slum mapping exercise, assist the ULB in identifying ownership of the land occupied by slums and mapping of the same.
- iv) Handholding support to the ULBs in tenability analysis and choosing options for untenable slums.
- v) Assist the ULBs in selection of appropriate model for the in-situ slum redevelopment.
- vi) Review the city Master Plan and provide inputs to revise it in accordance with the mandatory conditions under the Mission.
- vii) Provide support in developing (approved) building layout plans for EWS/LIG housing.
- viii) Provide advice to MoHUPA on increasing financial inclusion for the urban poor.

- ix) Develop AIP on the basis of HFAPoAs of the ULBs in consultations with State.
- x) Handholding support to States /UTs for the implementation of the slum redevelopment and Affordable Housing programmes.
- xi) Develop MIS formats and compilation of data from the ULBs.
- xii) Develop periodic monitoring system for achievements under each scheme components.

2. Housing Finance and policy Specialist :

- i) Graduate Degree in finance from recognized university with 5-7 years of experience in housing finance sector.
- ii) Having 3-5 years experience in Housing finance and Banking and housing policy
- iii) Experience in working with state Government to examine and develop a range of option for financing housing projects.
- iv) Experience in training ULBs staff on municipal finance, project finance and resource mobilization
- v) Experience in promoting dialogue between all stake holders involved in the Housing finance sector at state level.
- vi) Experience in identifying and qualifying potential capital financing sources for housing finance in the country.

Roles and Responsibilities

- i) Undertake data and financial analysis on Housing Finance for the urban poor.
- ii) Prepare housing finance strategy for the State/UTs.
- iii) Co-ordinate with various HFIs and Banks at state level for ensuring support for the implementation of the programme.
- iv) Analyse the possible financing provisions for the State/UT.
- v) Undertake data analysis and fixing targets under CLSS component.
- vi) Monitor the utilization of funds and the achievement of targets of CLSS component periodically.
- vii) Provide inputs into MIS and reporting formats for CLSS component.
- viii) Organise meetings with Central Nodal Agencies (CNAs), i.e., National Housing Bank (NHB) and HUDCO and eliciting their feedback in coordination with the Mission Directorate.

3. Capacity Building / Institutional Strengthening Specialist :

- i) Graduate Degree in urban planning or management or social sciences.
- ii) 5 -7 years of working experience in Urban development sector.
- iii) Wide knowledge and experience in implementing capacity building programme for state and ULBs.
- iv) Experience in designing, implementing and evaluating capacity building activities, preferably in the Municipal environment.

Roles and Responsibilities:

- i) Prepare a capacity-building plan for the city/ULB based training need assessment.
- ii) Develop a road map and capacity building modules in local language for conducting training programmes on HFA components.
- iii) Coordinate the implementation of capacity building programmes.
- iv) Develop the database of trainers and resource persons on urban poverty alleviation, planning, community participation, social development, engineering etc.
- v) Prepare reports of the trainings and capacity building programme.
- vi) Undertake the follow up of the training and capacity building programme.
- vii) Organize study tours, exposure visits etc. to facilitate ULBs in cross learning.
- viii) Monitor the impacts of training programmes and document learning's from the field.
- ix) Any other related tasks that may be entrusted upon by the head of ULB.

4. Management Information Specialist (MIS) :

- i) Graduate Degree in computer science or Electronics MCA/PGDCA
- ii) 5 – 7 years of working experience in Government / semi Government/ autonomous organization / Private company of repute.
- iii) Exposure to software development and project management, data base management, MIS etc.,
- iv) Ability to work in a team and train staff to use the systems.

Roles and Responsibilities

- i) Coordination of data entry of the activities of Mission and file uploads into systems to be used by SLNA.
- ii) Support Local Bodies in coordinating/monitoring the housing demand surveys.

- iii) Work closely with the Urban Planning expert and support ULBs for the development of a MIS of land related data at state/city level that will include geo tagging references of the proposed housings.
- iv) Coordinate management of electronic data pertaining to the SLNA, including soft copies of letters, reports and numerical data. This may involve conversion of data and reports in hard copy to electronic form, as well as their storage in an organized filing system.
- v) Furnish reports/quarterly progress report to MoHUPA through SLSMC/SLNA.
- vi) Provide assistance to the City level MIS specialists as and when required.
- vii) Any other related tasks that may be entrusted upon by State/SLNA.

5. Social Development Specialist :

- i) Graduate Degree or diploma in social science with practical experience of working with community / slums in the urban area
- ii) 3 to 5 years experience in under taking social and community initiatives and appraisals in the Municipal environment.
- iii) Experience in participatory methods, social mobilization, social analysis, resettlement and rehabilitation.

Roles and Responsibilities

The social development specialist will work closely with the housing finance and policy specialist and work towards implementation of social reforms, strengthening and empowerment of communities, internalizing stakeholder consultations into operating procedures and practices and optimizing the community participation. In addition, the specialist will be responsible for the following:

- i) Support the ULBs in the urban poor governance, empowering the local communities, ensuring social development, community participation.
- ii) Developing a consultation mechanism with the stakeholders (before project implementation) and ensure its incorporation in the HFAPoA.
- iii) Provide support to ULBs in building partnerships with the local communities and mobilizing people in pursuit of Scheme's objective.
- iv) Organize workshops to raise awareness about the specific roles and functions of community.
- v) Assess the social development impact of the project in terms of the proportion of beneficiaries in slum/non sum and EWS/LIG, proportion of total project funds allocated to the poor, and level of impact on the lives of the poor; Conduct a gender analysis and develop a Gender Checklist.

- vi) Analyze the affordability of housing loans to the poor, along with willingness to pay.
- vii) Collect and analyze relevant existing survey data on low-income housing, particularly surveys in resettlement projects.
- viii) Prepare and coordinate additional surveys required for the purpose of the study.
- ix) Design and conduct training on community development and empowerment to the key Stakeholders on the scheme.
- x) Undertake social audit of the projects under HFA Mission.
- xi) Work closely with the IEC expert for knowledge dissemination.
- xii) Prepare a database of community organizations, nongovernment organizations, women's groups, and microfinance institutions involved in housing finance for the poor or interested in future involvement in the project.
- xiii) Monitor expenditure on improvement of urban services to the poor and overall social impact of projects. xiv. Any other related tasks that may be entrusted upon by the head of ULB.

6. Geographical Information System (GIS) Specialist :

- i) Graduate Degree in Geography, remote sensing
- ii) 5 – 7 years of experience in managing or developing data bases including data collection entry and maintenance.
- iii) Experience in digital image processing and geographic information system (GIS)
- iv) Knowledge of urban planning and housing, ability to operate mobile based application software and train the staff to use the system
- v) Knowledge about geo tagging of houses in the web portal.

Role and Responsibilities

- i) Work closely with the MIS Specialist in providing advisory support for collating spatial and Non – Spatial information and in GIS – MIS integration.
- ii) Support Local Bodies in coordinating / monitoring the geo tagging of BLC houses.
- iii) As part of the slum mapping exercise, assist the ULB in identifying ownership of the land occupied by slums and mapping of the same.
- iv) Preparation of the base maps for the city with slums identified /surveyed under HFA.
- v) Encourage use of GIS in the various planning functions of the ULBs.
- vi) Any other related tasks that may be entrusted upon by the head of CLTC.

General : If a graduate person with required experience / relevant skills is not available, minimum experience of five years for SLTC and three years for CLTCs would be desirable. However the person should have the required skills set to perform his / her duties as per the terms of References. The selected candidates should do all other related task that may be entrusted upon by the head of the SLTC/CLTC/SLNA.

C. LANGUAGE KNOWLEDGE :

Candidate should possess adequate knowledge of English & Tamil.

D. All eligible candidates shall download the application form from the website www.tnscb.org in Recruitment menu.

E. GENERAL INFORMATION:

- a. Tamil Nadu Native candidates alone eligible to apply.
- b. Applications containing wrong claims relating to other basic qualifications / Educational qualification / Experiences will be liable for rejection.

F. REJECTION OF APPLICATION

(At any stage of Recruitment Process)

- a) If application is received after closing date for any reason whatsoever.
- b) If the candidate does not found to have acquired the essential qualification / experience.
- c) If Photograph, signature (not scanned) are not provided in the application form in the prescribed format.
- d) If the photocopies of all related documents are not enclosed in the applications form as well as and when asked to do so.
- e) If the candidate not used the application form in the prescribed format.
- f) In case the candidate is found using unfair means or adopting any malpractice at any stage of selection process.
- g) If the candidates attending the Certificate Verification and Viva-Voce Interview without Original Certificates, will not be allowed for Viva-Voce interview.

G. OTHER IMPORTANT INSTRUCTIONS:

- The candidates applying for any post should ensure that they fulfill all eligibility conditions for applying. Their admission to the Certificate Verification & Viva-Voce interview will be purely provisional subject to satisfying the eligibility conditions.
- Call letter shall not be issued individually; however, the Board shall give information through our website only.

- No TA / DA will be paid to the candidates for participation in Certificate Verification & Viva-Voce Interview.
- Engagement shall be purely made on contractual basis initially for six months or co-terminus with the scheme. However, the contract may be extended by the board subject to the requirement of the board and satisfactory performance of the contractual employees. Further, contract shall be terminated al-abinitio at the closure of the scheme.
- The Board shall have the right to dis-engage any of the candidates before expiry of contractual period of six months for poor performance, indiscipline or any other act which is constructed deter-mental in the implementation of the scheme and decision of the Chairman, TNSCB shall be final.
- Preferences will be given to the candidates fulfils the prescribed eligibility criteria and who have already worked in similar scheme of the Government.
- The Selected candidates shall submit NoC of the previous employer at the time of joining.
- Candidates have to apply against the posts in a particular cluster as defined in Annexure and the merit list shall be drawn cluster wise. However, if there is no eligible candidate found for the posts in a particular cluster; the posts shall be filled from the merit list drawn at divisional level.
- **The Tamil Nadu Slum Clearance Board reserves its right to postpone / cancel the recruitment process at any stage without assigning any reasons thereof.**

GENERAL NOTE :

The duly filled application with required photocopy of documents (duly self-attested) such as 10th / SSLC Certificate, HSC / +2 Certificate (as applicable), Degree Certificate (UG/PG as applicable) with Consolidated Mark sheet with CGPA / Percentage of Marks, Experience Certificate (should be authenticated by the previous / present Employer / Institution / Organisation) etc., are mandatory. The candidates are hereby instructed not to send any original certificates while applying for the above posts.

The candidates are instructed to apply for the post and should write in the envelope for which post they are applying. The applicant who are eligible for applying more than one post are required to apply separately for each post in separate envelope.

The duly filled application form (as prescribed) should be sent **only through Registered Post / Speed Post** and should reach on or before **28.04.2017 up to 5.00 PM.** to the following address :

**The Principal Secretary / Managing Director,
Tamil Nadu Slum Clearance Board,
No. 5, Kamarajar Salai,
Chennai - 600 005.**

Phone No. : 044 – 28442784

Annexure - I

Details of Distribution of Vacancies and Pay

I) In SLTCs - Chennai TNSCB office are as follows :

Sl. No.	Name of the post	No. of Vacancy	Consolidated Pay per Month per Post
1	Housing Finance and Policy Specialist	2	Rs. 50,000/-
2	Social Development Specialist	1	Rs. 50,000/-
Total		3	--

II) In CLTCs are as follows :

Name of the Cluster	Cities Covered	Name of the Post of Specialist					Consolidated Pay per Month per Post
		Urban Planner/ Town Planning Specialist	Capacity Building / Institutional Strengthening Specialist	MIS Specialist	GIS Specialist	Total	
1	Chennai -1 Zone -1 to 7	-	1	-	1	2	Rs. 50,000/-
	Kancheepuram	1	-	-	-	1	Rs.50,000/-
2	Madurai Corporation (Smart City)	-	1	1	-	2	Rs. 50,000/-
3	Coimbatore – 1 (Corporation area) – (Smart city)	1	-	1	-	2	Rs. 50,000/-
	Coimbatore -2 (Municipalities)	-	1	-	-	1	Rs. 40,000/-
4	Erode Corporation	1	-	-	1	2	Rs.40,000/-
5	Thiruchirappalli Corporation	-	1	1	-	2	Rs. 35,000/-
	Thanjavur Corporation	1	-	1	-	2	Rs.40,000/-
6	Salem Corporation	1	1	1	-	3	Rs.50,000/-
7	Tirunelveli Corporation	-	1	1	-	2	Rs.50,000/-
	Thoothukudi Corporation	1	-	-	-	1	Rs.40,000/-
Grand Total		6	6	6	2	20	--