

Gujarat Tourism Opportunity Limited
605-606, Corporate House, Haveli Arcade, Sector 11,
Gandhinagar, Gujarat - 382011

Applications invited for resources to be deputed to Project Branch, TCGL

Sr. no	Position	Description
1	Head of Department (Project Branch, Tourism Corporation of Gujarat Limited)	Number of posts- 01 Qualification: Officer retired from the rank of Superintending Engineer, Government of Gujarat Age limit : 65 years Monthly Remunerations: INR 50,000/- Job Description: Head of Department (Project Branch, TCGL)
2	Engineer	Number of posts- 02 Qualification: B.E. in Civil Engineering from a Recognized University with minimum 55% marks in the Degree Examination Experience- Minimum 2 years of experience in the relevant field Age limit : 30 years Monthly Remunerations: INR 25,000/- Job Description: man projects as well as undertake necessary liaison related works at Head Office.
3	Assistant Engineer (for BE Civil) OR Supervisor Civil (for Diploma Civil)	Number of posts- 04 Qualification: B.E. in Civil Engineering or Diploma Civil Engineering from a Recognized University with minimum 55% marks in the Degree/Diploma Examination Experience- Fresher Age limit : 25 years Monthly Remunerations: INR 15,000/- to 18,000/- Job Description: Assistant Zonal Engineers

Important Note:

A. Online Application

1. Candidates who fulfil the requisite criteria as given above are advised to submit their CV in requisite format (Form 1) at **info@gujtop.com** for the relevant posts by **6:00 pm 26/07/2017**. Any application received after this would not be considered.
2. The Subject line in the application should be – Application for the position of _____.
3. **Applications are to submitted over email only. Applications by post or any other means would not be accepted.**
4. Candidates should send their CVs in the said format as per Form 1 enclosed herewith. The word file of the same can be downloaded from our website. **CVs deviating from the said format shall be summarily rejected.**
5. GUJTOP at its discretion and/or on advice of TCGL may seek additional details from the candidates over email.

B. Interview

1. Candidates shortlisted on the basis of their CV shall be called for the interview on a pre-notified date. All information shall be communicated through email and/or phone call.
2. Candidates will have to bring all relevant original certificate/documents for verification at the time of Interview. Failing to bring the documents shall deem the candidate to be disqualified for the interview

C. Recruitment Rules

1. The candidates hired through this procedure shall be deputed to Tourism Corporation of Gujarat Limited.
2. The candidates shall be stationed at Gandhinagar. However considering the recruitment is for Project Branch, candidates should expect extensive travel.
3. Recruitment will be on purely contractual basis - 11 months initially. The same may be renewed at the discretion of TCGL.
4. Managing Director, Tourism Corporation of Gujarat Limited has all the rights to accept or reject the application and also the cancelation of whole Recruitment Process.

For any further details candidates may call on +91 79 6672 0025 between 11:00 hrs to 13:00 hrs OR send an email on info@gujtop.com with subject line- “Seeking clarifications on current openings”

Form 1- Format for CV

(Filled CVs to be sent through email in PDF format only. Please download the word file of the format from our website)

1. Position applied for : _____

2. Name : _____

3. Date of Birth : DD/MM/YYYY **Nationality** : _____

4. Education

	Name of degree	Name of college & university	Marks scored
1			
2			
3			

Enter details chronologically (latest first)

5. Membership of Professional Associations: (if any)

- 1.
- 2.

6. Other Training: (if any)

- 1.
- 2.

7. Countries of Work Experience : _____

8. Language: (proficiency to be written as Excellent, Good or Average)

Languages	Speaking	Reading	Writing
English			
Hindi			
Gujarati			

9. Employment Record:

From: MM/YYYY To : Till date OR MM/YYYY

Employer : _____

Position held : _____

From: MM/YYYY To : MM/YYYY

Employer : _____

Position held : _____

** Enter details chronologically (latest first). Enter more rows if required*

10. Important Assignments (fresher's may include noteworthy academic assignments)

Name of Assignment or Project: _____

Year: _____

Location: _____

Client: _____

Main Project Features: _____

Position held: _____

Activities Performed:

** Enter details chronologically (latest first). Enter more rows if required.*

Provide details of all the important assignments

11. Certification :

I, _____ (name), certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any wilful misstatement described herein may lead to my disqualification or dismissal, at any point of time in future.

I understand that merely submitting my application does not ensure my candidature at TCGL and at all times the right to accept or reject my candidature/application rests with TCGL and/or GUJTOP.

12. Contact Details*

Postal Address –

Phone number –

Email id-

** Please note that the candidates shall be contacted on their phone and/or email for the interview.*