



DETAILED NOTICE

for

'SENIOR SPECIALIST' in MGSIPA's Specialism Centre

[No. 5151 dated 20.06.2025]

Mahatma Gandhi State Institute of Public Administration (MGSIPA), Punjab is a premier Institute of the Government of Punjab and it undertakes research, consultancy, training and allied activities to improve management efficiency in various areas of public administration. MGSIPA invites applications from candidates for the purely contractual positions in its Specialism Centre as per the details given below:

PART – A

Sr. No.	Name of the Specialism Centre	Name of the position	No. of positions	Consolidated monthly remuneration*
1.	Engineering & Infrastructure Development Centre	Senior Specialist	2 (two) [1 position is reserved for SC category + 1 position is Un-reserved]	Rs. 1,50,000/-

Note: *No other type of allowances/ pay-perks or benefits are admissible except TA/DA during outstation visit as per the MGSIPA TA/DA policy as applicable from time to time.

PART – B

1	Engineering & Infrastructure Development Centre	<p>Primary Domain -</p> <ul style="list-style-type: none"> • Engineering & Technological Projects and Consultancy • National Jal Jeevan Mission (NJJM) • Project Management & Risk Appraisal • Public Private Partnership (PPP)
1.1	Minimum Qualification & Experience	<p>i) PhD in Engineering with post qualification experience of more than equal to 10 years. OR</p> <p>ii) Masters/Graduation in Engineering with post qualification experience of more than equal to 10 years of which</p>

		- at least 5 years at Level 12 (Central Pay scales or equivalent) and Punjabi language exam pass at matriculate or above level (can be relaxed in case of exceptional candidate)
2.	Age Limit	Maximum age limit is 63 years on the date of advertisement of this position.
3.	Tentative terms and conditions of recruitment and perks etc.	Annexure – A may kindly be seen.
4.	Last date of applying	<ul style="list-style-type: none"> The interested candidates should send their signed application in the prescribed application form (Please click on 'Annexure – B' to download application form in MS Word) along with self-attested requisite documents latest by 5:00 PM on 14.07.2025 through email (recruitment.mgsipa@punjab.gov.in) or by Speed post/ Regd. post/ by hand at the following mentioned address: The Administrative Officer, Mahatma Gandhi State Institute of Public Administrative, Punjab Institutional Area, Sector 26, Chandigarh-160026 Application received after due date/time would be summarily rejected.

NOTE:

1. For any clarification/ query please contact Shri Gulshan, Executive Director on 8146477000.
2. MGSIPA reserves the right to fill all or not to fill aforementioned positions (s) or the number may increase or decrease during the recruitment process or to cancel the recruitment process at any stage without giving any reason for the same.

Sd/-
Director General, MGSIPA

Annexure – A

Terms and Conditions of Recruitment

- Appointment on Contract basis with initial probation period of 3 months.
- Committee of Supervisor and one Officer of the Institute to recommend continuation. If recommended tenure of Min 2 years and Max 5 years initially.
- The Centre/faculty may be allowed private consultancy with prior permission. 33% share of remuneration being deposited with MGSIPA. **For e.g.** Any private consultancy finalized on the name of MGSIPA will not fall under this purview. The consultancy finalized on the Individual faculty name for which he/she will be paid directly by the firm will fall under this purview. The decision on share and all other formalities made by the administration will be final.
- Extension of contract based on APAR and Interview. Next extension will be minimum of 2 years and maximum up to 5 years.
- However, in case of projects/ programmes which are sponsored by any other agency/Government, the tenure may be less as the duration of such positions will be co- terminus with the project.

Terms and Conditions of Employment

- Annual Increment from date of Joining @ 9% p.a. It will be on principle of compound interest. **For e.g.** If salary is Rs.1,00,000/-, next year after 9% increment salary would be 1,09,000/- . Then in the 3rd year the increment of 9% will be on 1,09,000/- and so on.
- Further for the person joining in between 1st to 15th of the month the increment will be calculated from 1st of the same month and for person joining between 16th to end of month the increment will be calculated from the 1st of next month.
- Leave will be @ 2 days/month at pro rata basis. The person joining in between 1st to 7th of the month will get 2 days leave; from 8th to 16th 1 ½ days leave; 16th to end of month, 1 day leave will be granted.
- Only six leaves will be permitted to be carried forward for next calendar year which means not more than 30 leaves will be permitted for the next calendar year. No encashment of any leave shall be permitted.
- 15 days Half Pay Leave for Medical reasons on producing of Medical Certificate. No encashment of any leave shall be permitted, and balance leave, if any, will expire on 31st December of a calendar year.
- Medical Insurance policy will be provided with contribution of 50% up to maximum of Rs. 10,000/- per annum and family cover up to Rs. 5 lacs per annum.
- Maternity/Paternity Leave will be given as per existing law and rules.
- The primary domains of specialism centres mentioned in the table are indicative and the competent authority reserves the right to give more domains based upon the work requirement of MGSIPA from time to time.
- The candidate so recruited and joining on a position will not join any union or association or become a member of any organization or political party which

takes part in politics or take part in any activity which is against the Union of India/ Government of Punjab or MGSIPA;

- The candidate so recruited and joining on a position will not be entitled to take up any other paid employment of any kind or take admission in any degree/ diploma courses during the term of this engagement period (including extension, if any) without the prior concurrence of MGSIPA. Allowing or not allowing is the prerogative of the competent authority.
- The candidate so recruited and joining on a position will have to attend office/travel on holidays if so required by MGSIPA with no additional remuneration or any kind of leave.
- The candidate so recruited and joining on a position shall remain purely on contract basis and he/she shall have no right or claim at any point of time in future for making him/her regular on the position held or any other post.
- This engagement is purely on temporary basis keeping in view the current functional requirement of MGSIPA which may change at any time during the contract period (including the period of extension in contract, if any) and MGSIPA will not have any legal compulsion to create a post (permanent or temporary etc.) to accommodate or to consider the demand of regularization of services by creating a regular permanent post or any other type post at any stage of time during association with MGSIPA (including the period of extension in contract, if any).