

## Detailed Advertisement

Punjab Water Regulation and Development Authority (**PWRDA**) constituted under the Punjab Water Resources (Management and Regulation) Act, 2020 (2 of 2020) with the objective of ensuring the judicious, equitable and sustainable utilization and management of water resources of the State, invites applications for the following posts to be filled on Contract:

<b>Number and Name of Posts</b>	<b>Gross Monthly Emoluments(Fixed)</b>	<b>Qualifications/Experience</b>	<b>Maximum Age Limit as on 29/10/2021</b>
(One Post) Senior Manager(Legal)	Rs 1,00,000/-	A Law officer who is working as or has retired from the post of Deputy District Attorney or equivalent	65 Years
(One Post) Senior Manager IT	Rs 80,000/-	B.Tech /B.E with 10 years experience in the analysis, design, development, implementation, operation, maintenance, integration and upgradation of relevant software projects and software systems.	65 Years
(One Post) Technical Manager (Groundwater)	Rs 70,000/-	1) Post-graduate Degree in Geology/ Applied Geology/ Hydrogeology/ Groundwater/ Earth Science/ Geo-Science from a recognized University/ Institute, and 2) Minimum five years' working experience in the field of Groundwater/Hydrogeology as on the closing date for application. (Work done as JRF/SRF after obtaining essential qualification shall count towards experience)	No limit
(One Post) Technical Manager (Agriculture)	Rs 70,000/-	1) Post-graduate Degree in Agriculture, (preferably Agronomy/ Soil Sciences) from arecognized University/Institute, and  2) Minimum ten years' experience as Extension Specialist in agriculture and allied field as on the closing date for application.	No limit
(One Post)Legal Executive	Rs 45,000/-	LL.B. degree with 2 years' experience of legal work preferably at the level of High Court or with a reputed Law Firm. Should possess proficiency in working on computersand legal drafting.	40 Years

## **Important Points**

1. Last date for submission of complete applications is October 29/10/2021. Applications received after 5.00 pm on the last date will not be entertained.
2. Applications must be sent by email to: [pwrda.recruitment@gmail.com](mailto:pwrda.recruitment@gmail.com).
3. The candidate must be at least 21 years of age as on 29/10/2021.
4. Appointments will be on a contract for a period of one year which may be renewed from year to year, based on performance at the sole discretion of the PWRDA. The employee will have no right to renewal of the contract.
5. The appointment will be governed by the terms of the contract and the Service Regulations as framed/amended by the PWRDA from time to time. Employees on deputation will be governed by the terms of their deputation.
6. PWRDA may short list the candidates on the basis of the information given in the application and call the short-listed candidates for written test or/and interview. No candidate will have any vested right of being called for written test/interview.
7. Selected candidate will have no claim for regular employment against the post on which he is recruited.
8. PWRDA reserves the right to terminate the employment at its absolute discretion without assigning any reasons, after giving a notice of two months, or pay in lieu thereof. However, PWRDA shall also have the right to terminate the contract without notice for any misconduct, negligence, or unsatisfactory performance.
9. The application must be signed and scanned properly. All documents attached with the application must be scanned clearly and self-attested.
10. Applications must be filled in the given format. All columns must be filled.
11. If a person is applying for more than one post then separate applications must be given for each post. But documents need to be attached only with the first application.
12. The self-declaration is mandatory.
13. The candidate must mention whether he is opting for a contractual appointment or wants to join on deputation. Only a serving person can opt for deputation. His application must be routed through his parent department.
14. Application must be complete and correct. Incomplete applications will be liable to be summarily rejected.
15. PWRDA will have the right to cancel or postpone the selection process for any post at its sole discretion without assigning any reasons.
16. Applicants must keep visiting the PWRDA website for updates regarding the selection process. All communication to the applicants will be made at the email address given in the application form.

## **Indicative Role and Functions**

### **1. Senior Manager (Legal)**

Senior Manager (Legal) shall be responsible for giving legal advice to the Authority on the matters referred to him. He shall assist the Authority in drafting rules, regulations, directions and other legal documents. He will be responsible for proper follow up of all court cases for & against the Authority, including vetting of plaints , replies etc. He shall also prepare replies to legal notices. He will assist the Authority in its proceedings and conduct of hearings. He will also perform such other duties as may be assigned to him from time to time.

### **2. Technical Manager (Groundwater)**

- a. Collection of data in field including field surveys .
- b. Collection and Collation of existing data of groundwater and related domains from various sources, its digitisation.
- c. Entering data in relevant software such as ArcGIS, GEMS etc
- d. Capturing data through GPS tools in field. Preparation of GIS datasets of the collected data .Desk-based data capture (digitising) to convert paper maps to GIS datasets
- e. Providing assistance in integration , analysis and interpretation of data
- f. Preparation of various thematic maps, litho logical sections, block diagrams etc
- g. Assessment of groundwater resources at various scales and boundaries.
- h. Communication with stakeholders.
- i. Any other work which may be assigned.

### **3. Technical Manager (Agriculture)**

- a. To assist in planning diversification of rice-wheat system with respect to irrigation water savings.
- b. To oversee the execution and monitoring of water conservation schemes in agricultural sector.
- c. To train the trainers for water conservation and other agricultural schemes from time to time.
- d. To communicate with farmers and other stakeholders regarding the issues of declining water resources and educate them for saving water in agricultural sector.
- e. To perform any other work which may be assigned from time to time.

#### **4. Senior Manager (IT)**

##### **Desirable Skills:**

- a. English language proficiency.
- b. 3+ years of professional experience as Team Leader / Manager in Software Development.
- c. Good Experience in deployment/ handling application life cycle of projects on servers of at least two end-to-end project implementations of Web enabled cloud based software.
- d. Should be well versed with IT Technologies such as Cloud technology, APIs/Web Services etc.
- e. Proficient understanding of code versioning tools, software testing, library, modern system of software project management.
- f. Good understanding of one or more popular front end languages (e.g. HTML, CSS, JavaScript, Reactjs etc.
- g. Proficient in preparing SRS, SDD, functional requirement, Project Imitation, completion reports.

##### **Job Description:**

The Authority requires the development of Web enabled software programs for complete end to end digitization of the PWRDA work including the following priorities:

- i. NOC/Permission to the applicant for extraction of Ground Water and related permissions.
- ii. Billing and Metering Module.
- iii. E-Court Module for hearings and proceeding.
- iv. Monitoring of Water conservation schemes and grant of rebate etc.
- v. GIS Database
- vi. PWRDA Web Portal
- vii. Tariff Fixation Module.

Senior Manager (I.T.) will be primarily responsible for supervising the designing, development and operation of the softwares/web applications. He should be able to work with other developers and designers for development, operation and maintenance of full- stack web applications required by the Authority. Due to the collaborative nature of the work, he should possess strong communication and technical skills in order to efficiently and effectively articulate issues and solutions for the application.

He shall, inter alia, be responsible for performing the following duties:

- a. Collaborate with a team of developers and UX designers.
- b. Communicate with the Stakeholders to meet their requirements.

- c. Coordinate internal resources and third parties/vendors for the flawless execution of multiple projects.
- d. Ensure that all projects are delivered on-time, within scope and within budget.
- e. Convey effectively with all task progress, evaluations, suggestions, schedules along with technical and process issues Develop a detailed project plan to monitor and track progress.
- f. Solving complex digital performance problems and architectural challenges.
- g. Ensure Integration of user-facing elements developed by front-end developers
- h. Assigning tasks to the team members and take output from them as per requirement.
- i. Ensure project compliance and/or alignment with relevant standards, guidelines and recommended practices.

## **5. Legal Executive**

Legal Executive will assist the Authority in various legal matters. He will responsible for drafting complaints, replies etc. relating to various court cases in which Authority may be a party. He will also coordinate with the Lawyers of the Authority and attend the courts where required. He will also assist the Authority in various proceedings and hearings to be conducted by the Authority. He will also perform any other work which may be assigned from time to time.

**Application**  
**Format**

Affix a recent  
Passport Size  
Photograph

- A. i) Application for the post of \_\_\_\_\_  
ii) Whether seeking contractual appointment or Deputation (Specify): \_\_\_\_\_

B. Details of Personal particulars: -

1. Name of Applicant: \_\_\_\_\_
2. Father's Name: \_\_\_\_\_
3. Date of Birth and Age: \_\_\_\_\_
4. Nationality: \_\_\_\_\_
5. Email ID: \_\_\_\_\_
6. Mobile: \_\_\_\_\_
7. Permanent Address: \_\_\_\_\_
8. Correspondence Address: \_\_\_\_\_
9. i) Whether working or retired: \_\_\_\_\_  
ii) If retired, indicate date of retirement/post/organisation: \_\_\_\_\_  
iii) If working, indicate name of post/Organization/ period of service: \_\_\_\_\_  
iv) Last Pay/Gross Emoluments: \_\_\_\_\_

10. Qualifications:

S.no	Stream	Board/University	Marks Obtained	Year of Passing	Remarks, if any
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11. Experience Details (last ten years):

S.no	Designation	Name of Organisation	Experience in years & months (Approx.)	Time Period	Remarks ,if any
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- C. Brief Note on how the candidate is suitable for the job (Not more than 150 words):

D. Declaration:

Declaration regarding criminal proceedings or vigilance/departmental inquiry initiated in the past or pending against the applicant. If the applicant has faced or is facing any criminal proceedings or vigilance/departmental inquiry, give details of the same.

- E. Declaration that the information furnished in the application and copies of documents attached are true and that nothing material has been concealed.

**DATE:**

**(SIGNATURE AND FULL NAME)**

Enclosures: (Enclose scanned and copies self attested )

1. ID Proof
2. Proof of Service/retirement
3. Certificates of educational qualifications
4. Proof of experience, if required.