

# Municipal Corporation Patiala

## PUBLIC NOTICE FOR OUTSOURCE ENGAGEMENT OF ASSISTANT PROJECT MANAGERS (O&M)

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### Join the Mission to Strengthen Civic Infrastructure in Patiala!

Municipal Corporation Patiala invites applications from dynamic and committed individuals for the **outsource engagement of Assistant Project Managers (APMs)** under the Operation & Maintenance (O&M) Branch.

This initiative aims to strengthen infrastructure oversight, maintenance coordination, and quality implementation across various urban assets and utilities managed by the Municipal Corporation.

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### 1. POSITION DETAILS

Designation	No. of Posts	Monthly Remuneration	Age Limit	Duration
Assistant Project Manager	7	₹35,000 (CTC, inclusive of GST & taxes)	45 Years	1 Year (extendable)

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### 2. MINIMUM QUALIFICATIONS

#### Assistant Project Manager

- **B.Tech or Diploma in Mechanical Engineering or Civil Engineering** from a recognized institute/university.
  - Preference will be given to candidates having relevant experience in urban infrastructure projects, O&M works, or engagement with Urban Local Bodies (ULBs).
  - Freshers with strong motivation and technical aptitude are also encouraged to apply.
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### 3. KEY RESPONSIBILITIES

- Supervision and monitoring of O&M-related activities within the jurisdiction.
- Coordination with technical teams, vendors, and field staff for smooth operation.
- Inspection and reporting of infrastructure maintenance needs (roads, buildings, utilities).
- Preparation of daily/weekly reports and documentation for review.
- Liaising with local authorities, contractors, and the public.

- Ensuring timely redressal of technical grievances and maintenance requests.
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#### 4. DEPLOYMENT COVERAGE

Each Assistant Project Manager will be assigned a specific zone/ward cluster for localized supervision and performance tracking.

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#### 5. REMUNERATION & BENEFITS

**Monthly Salary:** ₹35,000 (CTC, inclusive of GST & taxes)  
No additional allowances or benefits will be provided.

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#### 6. APPLICATION PROCEDURE

Interested candidates must submit their applications via the prescribed Google Form:

👉 <https://forms.gle/w3mJM1XYkSb8b6u37>

**Last Date to Apply: 17-08-2025**

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#### 7. GENERAL CONDITIONS

Outlined below are the principal general conditions applicable to the outsource engagement of Assistant Project Managers under this recruitment notice:

- **Termination of Contract:** Either party may terminate the contract by serving one (01) months' notice or by paying one (01) month's consolidated remuneration in lieu thereof. In cases of misconduct or non-performance, the contract may be terminated without notice, subject to approval of the competent authority.
- **Place of Posting:** The selected candidates may be posted at the Municipal Corporation Headquarters or at any designated field office, project site, or ward under the jurisdiction of the Municipal Corporation Patiala, as per administrative requirement.
- **Travel and Allowances:** No Travel Allowance (TA) or Dearness Allowance (DA) shall be paid for appearing in any stage of the recruitment process or for joining the position if selected or during the course of Engagement.
- **Authority to Modify Process:** The Municipal Corporation Patiala reserves full right to modify, postpone, withdraw, or cancel the recruitment process in full or in part at any stage without assigning any reason thereof.
- **Disqualification on Influence:** Any attempt to influence the selection process or canvassing in any form will lead to immediate disqualification from the selection process.

- **Code of Conduct:** All personnel shall adhere to standards of ethical behaviour, professionalism, and confidentiality. Disciplinary action, including termination of contract, may be initiated for any misconduct or breach of protocol.

- **Data & Intellectual Property Rights:** All materials generated during engagement remain the intellectual property of the Municipal Corporation Patiala. Use of any non-sensitive content for academic or professional purposes is subject to prior written approval.

- **Nature of Engagement:** This engagement shall be purely outsourced and time-bound. It shall not, under any circumstances, confer any right, claim, or expectation of regular appointment or continued engagement beyond the terms specified.

**NOTE:**

- The engagement is **purely on outsource basis** and does **not guarantee future regular employment**.

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**Let's build a better Patiala – Join the mission!**

**Issued by:** *Commissioner, Municipal Corporation Patiala*

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