



BRUHAT BENGALURU MAHANAGARA PALIKE

NR Square, Bengaluru – 560 002

BBMP/SYS/GL/1220/15-16

Date: 15-12-2016

Notification

Bruhat Bengaluru Mahanagara Palike, (BBMP) invites candidates for the contractual job of “**ADDITIONAL IT ADVISOR**” for a period of 3 years.

Details of the qualifications and experience required:

I. Qualification Required:

1. A Bachelor's Degree in Engineering (Computer Science).	Documents should be completely enclosed.
2. Details of the Projects executed to prove the experience required should be furnished, with detailed documentation of projects managed/executed with details of roles and responsibilities, team size, technology platform, project duration, status of project and other details should be furnished.	Documents with necessary details should be enclosed.
3. Minimum of 2 project implementation (complete life cycle) is a must. Details of the same should be furnished.	Documents with necessary details should be enclosed.
4. Data bases design, performance fine tuning and implementation and management skills are mandatory.	Documents with necessary details should be enclosed.

II. Experience Required:

1. Must have at least 10 years of experience in Systems and Programming Functions in a large establishment including experience in designing, implementing and running large Enterprises.	Experience details should be furnished along with documentary proof.
2. Thorough knowledge in Systems Study, Systems Analysis, System Design, Programming and Implementation including experience in implementing and managing IT Infrastructure is preferred. Good knowledge in Geographical Information System is also preferred.	Experience details should be furnished along with documentary proof.
3. Must be well versed with Architecting and conceptualizing large IT systems. Understanding of	Experience details should be furnished along with documentary proof.

enterprise class GIS system is preferred. A thorough knowledge of latest trends in system Architecture like open source, APIs, Networking, Security & Cloud etc. is a must.	
4. Must have ability to manage large IT projects. (Mention atleast 1 project)	Experience details (role in the project, team size, financial value, duration of project life cycle, objectives of project and beneficiaries) should be furnished along with documentary proof.
5. Vendor/Contract management experience is also a must.	Experience details should be furnished along with documentary proof.
6. Should have proven experience in implementation of end to end IT solutions.	Experience details should be furnished along with documentary proof.
7. Strong Leadership skills with management experience of diverse workforce.	Experience details should be furnished along with documentary proof.

Details should be provided	
Age Proof	Must not be above the age 55 years.
Self-declaration should be furnished	Must have good working knowledge of Kannada language

Important Terms & Conditions:

- Candidates have to abide by BBMP's terms and conditions mentioned in ANNEXURE-1, sign it and send it via registered post.
- Short-listed candidates have to attend the interview with all the original documents.
- No TA, DA will be given to attend walk in selection.
- Selected candidate must report duty within 7 working days at the allotted place in BBMP.
- Selected candidate will be entitled for only Gazette Holidays declared by BBMP and a casual leave of one day every month. Any other types of leaves availed by regular employees of the BBMP will not be applicable to contract employees.
- Selected candidate has to follow the instructions provided by Advisor, IT and report his/her day to day work with him.

The willing candidates need to download the following applications, get it duly filled and send it via registered post by 3rd January 2017 to **Commissioner / Special Commissioner (finance), BBMP Head Office, N.R. Square, Bangalore-560002.**

Short-listed candidates will be intimated with the Date and time of the interview.

The selection will be on merit basis (past experience, professional competency in the relevant field, educational qualification and suitability to the BBMP requirements and performance in the interview) and at the sole discretion of selection committee. The decision of selection committee is final.

Sd/-

COMMISSIONER



BRUHAT BENGALURU MAHANAGARA PALIKE
NR Square, Bengaluru – 560 002

BBMP/SYS/GL/1220/15-16

Date: 15-12-2016

ANNEXURE-1
TERMS AND CONDITIONS

1. Probation

- 1.1** Contract employee will be on probation period of 6 months from the date of joining. The probation period can be extended or reduced depending on the contract employees' performance and is at the sole discretion of the management.
- 1.2** During the probation period, the employment contract can be terminated by giving 7(seven) days' notice.
- 1.3** At the end of the probation period, the employment shall be deemed terminated unless the contract employee has been issued communication from the BBMP in writing confirming the contract employee's appointment or extending the probation period.
- 1.4** At any point during the probation period, if the contract employee's performance is not up to the mark, he/ she will be terminated.

2. Leaves

- 2.1** Contract employee will be entitled for only Gazette Holidays declared by BBMP and a casual leave of one day every month. Any other types of leaves availed by regular employees of the BBMP will not be applicable to the contract employee.

3. Working Hours

- 3.1** Work duration will be as per BBMP standards. However the contract employee may be required to attend office works beyond office hours as well as on holidays as and when required which will be determined by the head of the department for which no extra payment or compensation will be made.

4. Termination

- 4.1** BBMP may immediately terminate your services without any compensation or notice for:
- Committing any breach of your duties and responsibilities.
 - For moral and / or professional misconduct.
 - For any breach of confidentiality pertaining to BBMP or its business.
 - For giving wrong particulars in the application for employment.
 - For continuous absence of 7 days without prior approval.
 - For any violation of the company policies.
- 4.2** Further, the services of the contract employee can be terminated on the grounds of unsatisfactory performance, if the contract employee is, in the opinion of the Management, incompetent and unsuitable for continued employment and the contract employee's continuance is detrimental to the interest of the company.

4.3 BBMP reserves the right not to relieve the contract employee of his/her services in the event that all the documents/property related to BBMP in the contract employee's custody have not been properly handed over to an authorized representative of BBMP.

5. Contract Period

5.1 The Contract period will be for three years, with renewal option at the end of each year. But overall contract period cannot exceed 3 years from the date of joining BBMP. BBMP will renew the contract at the end of each year, depending on the satisfactory performance of the contract employee.

5.2 The contract employee will give undertaking that, he/she will not seek/apply for permanent employment in BBMP based on the current employment. This is strictly/solely for the purpose of managing BBMP IT infrastructure for time being. The candidate has to submit necessary undertaking as per the BBMP requirement to this effect.

6. Internet Code of Conduct

Every staff member has a responsibility to maintain and enhance BBMP's public image, and to use the Internet facility/privileges provided by BBMP in a productive manner. All communications should be for professional reasons. Contract employee is responsible for seeing that the resources are being used in an effective, ethical and lawful manner.

7. Confidentiality

7.1 Contract employee shall not disclose or divulge any confidential information related to BBMP's business or its customers which may come to the contract employee's knowledge or possession during the tenure of his/her employment, and which the contract employee should not disclose or make public except in course of the proper execution of the Contract employee's services.

7.2 Contract employee shall not, except with the written permission of BBMP, engage directly or indirectly in any other business, occupation or activity, whether as principle agent or otherwise, which will be detrimental, whether directly or indirectly to BBMP's interest.

7.3 Contract employee will be required to effectively carry out all duties and responsibilities assigned to him/her by their manager and others authorized by BBMP.

7.4 Except on the proper course of the employment, or thereafter, the contract employee shall not divulge to any third party any information regarding the affairs or business matters of BBMP or information regarding its customers without prior written approval. All information that comes to the contract employee's knowledge by reason of their employment with BBMP is deemed to be confidential. In case of a breach of trust, BBMP retains the right to claim damages / losses / compensation occurred due to this act to an extent up to 3(three) times of the contract employee's annual compensation.

- 7.5** The contract employee shall confirm that he/she have disclosed fully all of their business interests to BBMP whether or not they similar to or in conflict with the business (es) interests or activities of BBMP, and all circumstances in respect of which there is, or there might be perceived, a conflict of interest between BBMP and the contract employee or any immediate relatives. The contract employee shall agree to disclose fully and immediately to BBMP any such interests or circumstances which may arise during the contract employee's payment.
- 7.6** Contract employee will not (except in the normal course of BBMP's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press relating to BBMP's products or to any matter with which BBMP may be concerned unless the contract employee shall have previously obtained written permission from BBMP.

8. Others

- 8.1** Upon separation from BBMP on account of either resignation or termination, the contract employee needs to immediately return to BBMP all the assets and property (including any leased properties) of BBMP including documents, files, books, papers, memos and all electronic gadgets (including SWIPE card, floppy disc and CD's) provided to the contract employee and/or his/her possession or custody.
- 8.2** All the amounts payable to the contract employee shall be subject to deduction of income tax, as per government regulation at the rate applicable thereof. BBMP shall not be liable for any misappropriation of facts and figures by the contract employee in regard to tax deductions during his/her previous employment.
- 8.3** Unwelcome speech or conduct in the workplace or during the course of employment that could be construed as harassing, whether committed by supervisors or non-supervisory employees, is strictly prohibited. In addition, any unwelcome sexual advances and/or requests for sexual favors and/or other verbal or physical conduct of a sexual nature will be considered as sexual harassment. Such conduct, or condoning such conduct, will not be tolerated and may result in disciplinary action up to and including termination of employment.

9. Remuneration

9.1 Salary and Allowances:

Rs, 70,000/- per month which is inclusive of all statutory benefits like PF and any other allowances. No other perks/benefits will be extended.

10. Scope of Work and Reporting

- 10.1** The candidate has been taken on contract basis to help the BBMP IT department to manage IT infrastructure. He/she will be reporting to the Advisor, IT in executing regular day to day tasks or any other tasks assigned to contract Employee by the Advisor, IT. The contract employee will work under the guidance of Advisor, IT in order to achieve the objectives of IT Department of BBMP

BBMP reserves all the rights to change any rules and regulations as it deemed necessary from time to time and the contract employee will be governed by the rules and regulations of BBMP which are in force and as many be added, amended or introduced in future.

I, _____ S/O, W/O, Daughter of _____ do hereby solemnly declare that I have read and understood the terms and conditions of BBMP, stated above and in the earlier pages of ANNEXURE-1 and hereby accept and abide for all the terms and conditions.

Name : _____

Sign: _____

Date : _____

Place: _____



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**APPLICATION FORM FOR WALK-IN SELECTION OF CONTRATUAL JOB OF
ADDITIONAL IT ADVISOR**
(Please Fill up in Block Letters)

To,

Commissioner/Special Commissioner (finance)

BBMP Head Office, N.R. Square, Bangalore-560002

Please affix recent
passport size color
photo.

Do not staple the
photo

Notification No: _____

Date of Notification: _____

Name of the Post Applied: _____

1. Name of the Candidate :

2. Sex : Male / Female (Tick “✓”)

3. Father/Husband/Guardian Name :

4. Permanent Address : _____

5. Postal Address : _____

6. Telephone: Mobile No. _____

Land line No. _____

7. E-mail Address : _____

8. Date of Birth :

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9. Category (Tick “✓”) :

SC	ST	CAT-1	2A	2B	3A	3B	GM	HK
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10. Qualification as applicable for the post :

Year	Maximum Marks	Minimum mark	Percentage
1 st Year			
2 nd Year			
3 rd Year			
4 th Year			
Total			

Note:

- Shortlisted Candidate should produce all original marks cards and other related original documents at the time of walk-in selection.
- Candidates should submit the duly filled check list along with the application.

Declaration:

I hereby declare that the above furnished information is true and correct to the best of my knowledge and belief. If any of the information furnished above is found to be false or incorrect, I shall be liable to civil/criminal action as per law by Bruhat Bengaluru Mahanagara Palike.

Place:

Signature of the candidate



BRUHAT BENGALURU MAHANAGARA PALIKE
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Check list for candidates

Sl.No	Details	To be filled by candidate		For office use only	
		Yes	No	Yes	No
1	Application form completely filled				
2	Photograph affixed				
3	S.S.L.C. Marks card attached				
4	Marks cards of required qualification attached				
5	Experience certificate attached, if applicable				
6	Bachelor Degree in Engineering or Master's Degree Engineering certificate attached (from recognized University)				
7	Category certificate attached, if applicable				
8	Document proofs should be enclosed.				
9	Mobile number				
10	E-mail address				
11	Any other document/ details				

Signature of the candidate

DEO

Received by:

Verified by: