

# **GUJARAT URBAN DEVELOPMENT MISSION**

## **General Rules / Instructions to the candidates appearing for walk-in interview**

### **1. List of documents to attach with Application Form**

- i. SSC Mark-sheet
  - ii. HSC Mark-sheet
  - iii. Transcript/ Mark-sheets of Graduation/ Post Graduation
  - iv. Degree Certificate of Graduate/ Post Graduate
  - v. SSC (10<sup>th</sup>) Leaving Certificate
  - vi. Recent passport size photo
  - vii. Photo Identity Proof (Any one of the following; Aadhaar Card, Driving License, Election card, Passport, PAN Card, etc.)
  - viii. Address Proof (Any one of the following; Aadhaar Card, Driving License, Election card, Passport, Ration Card, Electricity Bill, Gas Bill etc.)
2. Maximum age limit for any post should not exceed as on the date of interview for posts mentioned in advertisement.
3. The educational qualification of the candidate, as mentioned in the recruitment advertisement, should be obtained from Government recognized /approved University/ Institute.
4. For all the positions, the candidate must have the basic knowledge of computer & MS office.
5. Candidates have to appear in the interview with filled application form attached with one photo copy of all documents as mentioned above. The candidate will be required to show the original documents as mentioned above for verification.
6. Candidates should apply in the prescribed Application Form to be downloaded from the GUDM Website ([www.gudm.gujarat.gov.in](http://www.gudm.gujarat.gov.in)) in A4 size paper. Self-attested recent passport size photo is to be pasted on Application Form.
7. Candidates must furnish the self-attested photocopies of all testimonials/ certificates issued by the competent authority along with the application. Candidates should enclose self-attested photocopy of the age proof, photo ID proof and address proof certificate with the application.
8. Only Post Qualification Experience will be counted in total work experience for evaluation.
9. Candidates are advised in their own interest that they should not furnish any particulars/ documents/ information that is/ are false, tampered with or fabricated and should not suppress

any material information while submitting the application. Such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable (i) to be disqualified from the recruitment process for which he/ she is a candidate and (ii) for termination of service, if he/ she has already joined.

10. Candidate with experience in Government/ Semi-Government sector will be given preference.
11. Appointment will be purely on Contractual basis for 11 Months.
12. Remuneration will commensurate with qualification, experience and current salary.
13. Incomplete Applications or Applications not as per the General Rules/ Instructions mentioned herein will be rejected right away and the candidate shall not be allowed further to participate in the recruitment process.
14. Registration timings on respective dates will be from 9:00 AM to 10:00 AM only. No registration will be accepted after the given timings.
15. Candidate will have to appear for the interview at the interview center mentioned in the recruitment advertisement at his/ her own risks and expenses and GUDM will not be responsible for any injury or losses etc. of any nature.
16. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection/appointment shall be a disqualification.
17. Any decisions related to the recruitment such as change in the number positions and acceptance or rejection of the application, etc. taken by the authority will be the final decision and the same shall be will be acceptable to all without any discrepancy. Authority will not be liable to entertain any type of explanation or clarification regarding the vacancies / advertisement / recruitment or applications.

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