

Applications are invited for the appointment of following positions on a contractual basis in Jammu Smart City Limited (JSCL) to be stationed in Jammu City. The engagement of services will be purely on a contractual basis initially for a period of one year with a provision for extension up to the project period with extension of one year each time. Details including remuneration, type of engagement and other terms and conditions are given below:

S No	Name of Post	No. of Post	Source/ Mode of Recruitment	Salary	Qualification	Experience
1	<b>General Manager Operations e-Bus</b>	1	Contractual	The consolidated monthly remuneration (inclusive of all allowances, perquisites and taxes) shall be in between ₹1.5-1.65 Lacs/ Month *	<ul style="list-style-type: none"> <li>Graduate (B.Tech/ B.E.) in Automobile/ Civil/ Mechanical/ Electrical/Computer Science from a recognized National or International University.</li> <li>Post-Graduate (ME / MTECH/ PGDM/ MBA/ PGP) in Urban Transport / Transportation Planning/ Logistics/ Transport Engineering/ Transport Management/ Transport Operations from a recognized National or International University</li> </ul>	<ul style="list-style-type: none"> <li>Having experience of minimum 12 years in required field.</li> <li>Experience in Public Transport Operations for a minimum of 50 buses in any model GCC or NCC or any other.</li> <li>Demonstrate working knowledge of transit operations and the ability to effectively</li> <li>manage a large and complex operations system multi-site project management,</li> <li>budgeting practices, strategic planning and employee development and supervision.</li> <li>Should possess knowledge of IT-based monitoring systems for urban mobility.</li> <li>Extensive knowledge of laws and regulations related to operations of transit buses.</li> <li>Sound knowledge of safety management principles and practices.</li> <li>High degree of familiarity with contract and sub-contract documents, terms, and</li> <li>conditions.</li> <li>A working knowledge of MS Office and software/module related to TMS (Transport Management System) would be an add advantage</li> <li>Awards won in the above area of work shall have added advantage for choice of the candidate.</li> <li>Planning, managing, and leading the coordination of daily transit system function.</li> <li>Coordinate with all internal and external stakeholders to utilize TMS (Transport Management System) /telematics</li> <li>capabilities to improve transport operations efficiency.</li> <li>Work with operations teams and technology providers to design/refine processes and increase features/efficiency in</li> <li>TMS (Transport Management System).</li> <li>Assist in development of Bus Operations budget.</li> <li>Support transport operations in routing, scheduling and identify opportunities for cost/efficiency improvements.</li> <li>Analysis transport operations and publishing KPIs, MIS to create</li> </ul>

						<ul style="list-style-type: none"> <li>visibility on operations, performance, and key priorities.</li> <li>• Ensuring all planned routes and special event services are provided. Remaining active and providing planning for critical service periods, such as in the event of a major traffic delay, emergencies, and adverse weather conditions.</li> <li>• Coordinating and monitoring with transit planning staff to formulate, establish and promulgate schedules, routes, headways, transfer points and other related activities related to new or existing service changes</li> <li>• Review complaints and feedback from the general public regarding transit operations; resolve problems in a timely, effective, and efficient manner; investigate transit accidents and incidents; prepare reports and maintain necessary records.</li> <li>• Assessment of risks and provide risk mitigation strategies where applicable.</li> <li>• Assist the JSCL for successful monitoring of the initiatives and provide technical support in managing eBus project operations of the smart city including long-term sustenance.</li> <li>• Responsible for planning, directing, and managing the daily operations of fixed-route and demand response transit operations of eBus project of JSCL.</li> <li>• Develops, implements, monitors, and evaluates systems, policies, and procedures to ensure the highest quality of transportation services provided to the public of Jammu Smart City.</li> <li>• Supervises, assigns, reviews, and evaluates the work of assigned staff.</li> <li>• To meet, report as and when required to higher authorities.</li> <li>• Must work cooperatively with other business unit client representatives.</li> <li>• Supervision of entire functioning or work of depot.</li> <li>• Assign works to different department if there are any issues regarding bus.</li> <li>• Perform similar duties as required.</li> <li>•</li> </ul>
2	<b>Assistant General Manager Operations e-Bus</b>	1	Contractual	The consolidated monthly remuneration (inclusive of all allowances,	<ul style="list-style-type: none"> <li>• Graduate / post-graduate in any discipline from a recognized National or International University, with minimum experience</li> </ul>	<ul style="list-style-type: none"> <li>• Experience in Public Transport Operations for a minimum of 50 buses in any model GCC/NCC/Multi-Model/BRTS or any other.</li> <li>• Demonstrate working knowledge of transit operations and the ability to effectively manage a large and complex operations system multi-site project</li> </ul>

				<p>perquisites and taxes) shall be in between ₹1.00-1.25 Lacs/ Month *</p>	<p>of 12 years in Public Transport Operations</p>	<p>management, budgeting practices, strategic planning and employee development and supervision.</p> <ul style="list-style-type: none"> <li>• Should possess knowledge of IT-based monitoring systems for urban mobility.</li> <li>• Extensive knowledge of laws and regulations related to operations of transit buses.</li> <li>• Sound knowledge of safety management principles and practices.</li> <li>• High degree of familiarity with contract and sub-contract documents, terms, and conditions.</li> <li>• A working knowledge of MS Office and software / module related to TMS (Transport Management System) would be an add advantage</li> <li>• Planning and managing the coordination of daily transit system function.</li> <li>• Coordinate with all internal and external stakeholders to utilize TMS (Transport Management System) /telematics capabilities to improve transport operations efficiency.</li> <li>• Work with operations teams and technology providers to design/refine processes and increase features/efficiency in TMS (Transport Management System).</li> <li>• Assist in development of Bus Operations budget.</li> <li>• Support transport operations in routing, scheduling and identify opportunities for cost/efficiency improvements.</li> <li>• Analysis transport operations and publishing KPIs, MIS to create visibility on operations, performance, and key priorities.</li> <li>• Ensuring all planned routes and special event services are provided. Remaining active and providing planning for critical service periods, such as in the event of a major traffic delay, emergencies, and adverse weather conditions.</li> <li>• Coordinating and monitoring with transit planning staff to formulate, establish and promulgate schedules, routes, headways, transfer points and other related activities related to new or existing service changes</li> <li>• Review complaints and feedback from the general public regarding transit operations; resolve problems in a timely, effective, and efficient manner; investigate transit accidents and incidents; prepare reports and maintain necessary records.</li> <li>• Assessment of risks and provide risk mitigation strategies where applicable.</li> </ul>
--	--	--	--	--	---	---



**Advertisement No. 21565 JSCL of 2024; Dated: 03-02-2025**

						<ul style="list-style-type: none"><li>• Assist JSCL for successful monitoring of the initiatives and provide technical support in managing eBus project operations of the smart city including long-term sustenance</li></ul>
--	--	--	--	--	--	---

*\*Salary Commensurate with profile; based on a candidate's specific Qualifications, Training, Experience, Skills, etc.*

**Other Terms and Conditions:**

- All the assignments are purely on contract basis on full-time for an initial period of 1 year with provision of extension depending upon project requirement and individual performance.
- The Candidate shall be posted in Jammu City and Working Hours will be 10:00 am to 06:00 pm.
- The candidate's service can be terminated by JSCL with 01 Month notice or with remittance of one Month pay in lieu thereof. Further, if a candidate wishes to leave the services of Jammu Smart City Limited, he/she shall have to give one month's notice or remittance of one month's salary in lieu thereof.
- The candidate shall have to give an undertaking that he/she shall abide by the HR Policy of JSCL and other Policies and procedures of the company.
- Candidate shall have to submit a declaration that he/she has not been charged/ convicted by the Hon'ble Court nor dismissed/removed/compulsory retired by way of punishment from the Service of any Public/Private Sector Undertaking or from Government Department and that he/she has not been declared insolvent by any court.
- Candidates applying for contractual posts shall have to submit an affidavit that he/she shall not make any claim for further extension/absorption in JSCL or J&K Government.
- Screening criteria: In case of more applications, apart from above mentioned criteria; screening will be done based on relevant skill set, experience and professional qualifications.
- The selection will be made through a personal interview along with a presentation in a physical manner. The candidate must be physically fit, motivated, dynamic and result oriented and willing to join immediately after selection. No TA & DA will be paid for appearing in the interview. The date of the interview shall be conveyed to the shortlisted candidates by telephone or email. At the time of interview, candidates shall bring Original Certificates of qualifications and experience along with the Passport size photographs, Affidavits, NOC and self-attested photocopies of the certificates; failing to do so may lead to rejection of candidature.
- The experience claimed by the candidate shall be verified by JSCL for authenticity and correctness. In case, it is found that the experience certificate is not verified by the issuing authority and/or is not as per the requisite skill set, the JSCL shall be at the liberty to reject/disqualify/disengage the candidate at any point of time when the discrepancy is brought to the notice of the JSCL.
- The CEO, JSCL reserves the right to fill up the assignment or even to cancel the whole process of engagement without assigning any reasons thereof.
- Canvassing in any form and bringing any influence, political or otherwise will be treated as a disqualification for the assignment applied for and project reserves the right not to consider such applicants for the selection process.
- Incomplete applications and applications received after the last date (including post delays) will be rejected. No interim correspondence will be entertained.
- The last date for receipt of application is **20-02-2025 at 5:00 PM.**
- Application in an envelope superscribed with the post applied for; along with all the self-attested certificates, documents, CV and the Biodata in the below mentioned format should be sent to the Office of Chief Executive Officer, Jammu Smart City Limited , Bahu Plaza, North Block, 4th Floor, Jammu, J&K – 180012 ; by hand or through post or by sending email at [ceo@jammusmartcity.in](mailto:ceo@jammusmartcity.in); by or before the last date of receipt of application.

*\*\* The person deployed may also be required to work beyond office days (Monday to Saturday) / hours for which the person would not be paid extra remuneration. The person may be called on holidays to attend duty by allowing one off day for the same subsequently. The deployed staff should strictly adhere to the calendar of JSCL.*

Use extra sheet to complete the application

**BIODATA**

01. Post Applied for in JSCL \_\_\_\_\_
02. Full Name with Title (e.g- Mr./Mrs./Ms./Dr.)  
\_\_\_\_\_
03. Parentage: \_\_\_\_\_  
\_\_\_\_\_
04. Date of Birth(DD/MM/YYYY): \_\_\_\_\_
05. Gender \_\_\_\_\_
06. Permanent Address \_\_\_\_\_
07. Corresponding Address \_\_\_\_\_
08. Mobile No. \_\_\_\_\_
09. E-mail ID \_\_\_\_\_
10. Nationality \_\_\_\_\_
11. Domicile Certificate No. \_\_\_\_\_
12. Education: (Starting with the position list in reverse order for every qualification)

Duly self-attested recent colored passport size photograph to be pasted

S.No.	Qualification	Specialization	College/University	Year of Passing

13. Experience: (Starting with the position list in reverse order every employment held since graduation)

S.No.	Employer (Name, Address and Contact Details)	Period (from to) in DD/MM/YYYY Format	Experience in Years/months	Assignment and role	Designation

14. Skills acquired:

S.No.	Skill acquired	Institute/College/University	Level of Expertise

**Declaration:**

I \_\_\_\_\_ Parentage \_\_\_\_\_ R/o \_\_\_\_\_

solemnly affirms and declares as under:

- a. That I have not been charged/convicted from any court.
- b. That I have not been dismissed/removed/compulsorily retired by way of punishment from any public undertaking or department of Government.
- c. That I have not been declared as insolvent by any court.
- d. That no department inquiry, vigilance case or criminal case is pending against me
- e. That I am not on bail in any case from the court.
- f. That I, undersigned certify that to the best of my knowledge and belief, this application correctly describes me, my qualifications, and my experience. I understand that any willful mis-statement describes herein may lead to my disqualification or dismissal if engaged.

(Signature of the candidate)

**Name:** .  
**Parentage:** .  
**Address:** .  
**Contact No.:** .  
**Email:** .