

**Chandigarh Renewable Energy and Science & Technology Promotion Society (CREST)  
Paryavaran Bhawan, 1<sup>st</sup> Floor, Madhya Marg, Sector- 19-B,  
Chandigarh-160019.**

**RECRUITMENT NOTICE**

Applications are invited to fill up the following posts purely on contract basis initially for one year on consolidated contractual amount mentioned against the posts in the Solar City Cell, Electric Vehicle Cell and in the Chandigarh Renewable Energy and Science & Technology Promotion Society (CREST), U.T., Chandigarh having following educational qualification & experience :-

Sr. No	Name & Nature of the post	No. of Posts	Age (in years)	Educational Qualifications & Experience	Consolidated Contractual amount per month (₹)
1.	Assistant Project Manager	Five	18-37	B.E. / B. Tech. Must have Minimum two years experience in the maintenance/ installation of Solar/RE Projects	54,020/-
2.	Accounts Clerk	One	18-42	Bachelor of Commerce (B.Com.) from Recognized University and good knowledge of GST and other taxes / returns proficiency in operation of Computer (Word processing and Spread Sheets) and a speed of 30 words per minute in English typewriting and having Adequate knowledge of Computer & minimum 3 years experience in maintaining Accounts in Govt. Office	39,960/-
3.	Clerk	One	18-42	Bachelor's Degree from Recognized University and proficiency in operation of Computer (Word processing and Spread Sheets) and a speed of 30 words per minute in English typewriting and having Adequate knowledge & Minimum 5 years Experience as Clerical in Govt. Office	39,960/-
4.	Record Restorer	One	18-42	Bachelor's Degree from Recognized University and proficiency in operation of Computer. Preference will be given to candidate having experience of maintaining records in Govt. Office.	29,245/-

**Electric Vehicle Cell**

Sr. No.	Nature of the post	No. of Posts	Age (in years)	Education al Qualifications	Experience	Consolidated Contractual amount (Rs.) per month
1.	Project Manager-Execution	One	18-37	Master Degree	<ul style="list-style-type: none"> <li>• Minimum Three (3) Years Experience working with any state/center/UT Govt.</li> <li>• Preference will be given who have worked into policy implementation from Govt. side to users/industry.</li> <li>• Preference will be given who hold experience in coordination for compliances and incentives disbursement for industry/user.</li> </ul>	54,020/-

Sr. No.	Nature of the post	No. of Posts	Age (in years)	Educational Qualifications	Experience	Consolidated Contractual amount (Rs.) per month
2.	Project Manager-EV	One	18-37	B. Tech /B.E.	<ul style="list-style-type: none"> <li>• Minimum Three (3) Years Experience working with any state/center/UT Govt.</li> <li>• Preference will be given who have worked into EV/Vehicle Manufacturing ecosystem</li> <li>• Preference will be given who hold experience in coordination for EV/ Vehicle Manufacturing systems related compliances for industry/user.</li> </ul>	54,020/-
3.	Project Assistant	Two	18-37	Graduate	<ul style="list-style-type: none"> <li>• Minimum One (1) Year Experience in Govt. Sector</li> <li>• Preference will be given to candidate having experience in EV related project</li> </ul>	39,960/-

**How to Apply:-** Interested Candidates possessing aforesaid qualification & experience may submit their application duly filled in the prescribed format along-with Two Photographs, self attested photocopies of all Educational Qualifications Certificates along-with Detailed Mark Sheets (starting from Matric), Degrees & Experience Certificates clearly mentioning the required experience.

Format can be downloaded from the website of CREST [www.solar.chd.gov.in](http://www.solar.chd.gov.in) on News and Updates Section, or from the website [www.chdpr.gov.in](http://www.chdpr.gov.in) in the Advertisement / Appointment Section or can be obtained from the office on any working day. Applications should reach in the office of Chandigarh Renewable Energy and Science & Technology Promotion Society (CREST), Paryavaran Bhawan, 1<sup>st</sup> Floor, Madhya Marg, Sector-19-B, Chandigarh -160019 by **11.07.2022**. On the envelope the post applied should be clearly mentioned as "Application for the post of \_\_\_\_\_"

The incomplete applications, applications received through email, application not in the prescribed format, applications without experience certificates (wherever required), applications without mentioning the post applied on envelope and applications received after the due date will not be entertained & summarily rejected. Age will be determined from the last date of submission of applications.

For the post of Assistant Project Manager and Restorer in the Solar City Cell, only Eligible Candidates will be called for Written Test / Interview.

For the post of Accounts Clerk & Clerk, Computer Typing Test will be conducted for the eligible candidates. For the post of Accounts Clerk, Skill Test {(Accounts related Questionnaire of 30 Questions, Total 15 Marks- 0.5 Marks for each question)} will also be conducted for the eligible candidates.

For the post of Project Manager –Execution, Project Manager –EV and Project Assistant in the Electric Vehicle Cell, only Eligible Candidates will be called for Written Test / Interview.

The venue, date & time of Written Test / Interview will be intimated to only eligible candidates later on. No DATA shall be paid for the attending the Written Test / Interview.

-Sd/-  
**Chief Executive Officer,  
CREST, Chandigarh**

**APPLICATION FORM FOR THE POST OF**

Serial No. \_\_\_\_\_

**CHANDIGARH RENEWABLE ENERGY AND SCIENCE & TECHNOLOGY  
PROMOTION SOCIETY (CREST)  
PARYAVARAN BHAWAN, 1<sup>ST</sup> FLOOR, SECTOR 19-B, CHANDIGARH**

1. Name of Applicant (in capital) : .....
2. Father's/Husband's Name : .....
3. Date of Birth ..... Place of Birth .....
4. Nationality ..... Marital Status .....
5. Permanent Address (in capital):.....

Paste here latest  
passport size  
attested  
photograph

- .....
6. Present Correspondence Address (in capital) : .....

- .....
7. Contact No. (Mob.) ..... E-mail.....

8. Educational Qualification: (Please attach attested copies along-with original application)

Sr. No.	Examination	Stream	University/Board	Subjects	Year of Passing	Marks obtained/ Total marks	%age Division/ Grade
1	10th						
2	12 <sup>th</sup>						
3							
4							

9. Professional Experience:-

Name & Address of Employer / Company	Designation	Period		Experience	Nature of job (if required attached extra sheet)	Salary	Reason for leaving
		From	To				

10. List of Enclosures:-

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_  
 4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_  
 7. \_\_\_\_\_ 8. \_\_\_\_\_ 9. \_\_\_\_\_

11. Any other information:-

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 .....

12. Declaration: I solemnly declare that:-

- (i) That foregoing information is complete and correct. I am not aware of any circumstances which may impair my fitness for employment in the Chandigarh Renewable Energy and Science & Technology Promotion Society.
- (ii) I have never been dismissed either from Government, Public or Private Organization Service.
- (iii) I have never been prosecuted, kept under detention or bound down / fined, convicted by the Court of Law for any offence.

Place:- .....

Dated:- .....

Signature of Applicant