

GENERAL TERMS AND CONDITIONS:

The Candidates are requested to carefully read the terms and conditions stated below:

01. Candidates are required to submit **ONLINE Application** only.
02. The candidates shortlisted for written test/online test on basis of their "on line applications" shall not be required to submit photocopies of all the relevant certificate at present. The photocopies of all the relevant certificate shall be submitted as and when required. Subsequently, the original certificates for verification as and when required.
03. The Management reserves the right to short-list, select and reject any candidates for Written Test/Online Test as the case may be for selection.
04. The Management reserves the right to cancel the Selection List / Waiting List at any time at its sole discretion, without assigning any reasons thereof.
05. Filling up of the post is at the discretion of Management based on suitability of candidates. The management in all matters relating to eligibility, acceptance or rejection of the application made, shall be final and management will not entertain any enquiry or correspondence in this regard.
06. Hearing Handicapped (HH), and One Leg (OH) Physically Handicapped candidates can apply and shall have to submit valid Certificate of Civil Surgeon/Government Designated Authority, indicating existing Percentage of disability. Their applications will be considered as per rules of the Company. As per prevailing rules of the Company and Govt. of Gujarat, candidates having 40% and above disability shall be considered PH in categories stated above.
07. The candidates who have been given grades in their result (graduation/post-graduation) shall have to submit a certificate issued by their University/Institute specifying percentage equivalent to the grades obtained by them along with decimals.
08. The said vacancies are mainly for Civil Works and other back office operations at Field Offices. The selected candidates shall be posted in field offices.
09. The candidates working in Government / Semi Government or PSU Organization shall have to produce "**NO OBJECTION CERTIFICATE**" from the concerned organization at the time of Written Test/Online Test as the case may be, failing which, their candidature will be disqualified.
10. If the selected candidate working in any company or organization, May shall have to produce relieving letter from the previous employer at the time of resuming their duty, failing which, their appointment order shall stand cancelled.
11. Minimum 85% of representation in selection will be of local resident of Gujarat State as per GR dtd.31.03.95. Candidate shall have to submit the Domicile Certificate of being resident of Gujarat State if he/she claims appointment under 85% quota.
12. Mere submission of online application does not guarantee the adequacy of candidature for being considered for the further selection process.
13. The tentative syllabus for the exam will be including but not limited to following topics/areas and emphasis could differ.

There will be five (5) sections in multiple choice question paper having approximate weightage for each section:

Section - I	General Knowledge	10%
Section - II	English Language	10%
Section - III	Civil Engineering*	60%
Section - IV	Computer Knowledge	10%
Section - V	Gujarati Language & Grammar	10%

*Note : Section-III includes topic like :

- Structural Analysis
- Building Planning
- Quantity Estimation
- Soil Mechanics
- Environment 1 & 2
- Hydraulic Structure
- Transportation Engineer 1 & 2 (Road)
- G.I.S.
- Town Planning
- Professional practice
- Valuation
- Building Code, etc.

"The question paper will be in English language only"

14. The question paper for the exam shall be consisting of 100 questions and the paper shall be of 100 marks. There shall be negative marking system and 1/4th mark for each wrong answer shall be deducted to arrive at total marks scored.
15. In case of Written Test examination, the evaluation of the OMR Sheets of the written test shall be evaluated on computer, as per entries made in OMR Sheets by the Candidates. As the evaluation shall be done on the Computer by scanning thereby eliminating manual evaluation, rechecking or inspection of OMR Sheets, subsequent to written test, will not be entertained by the Company.
16. As per GSO-3 the minimum eligibility cut off marks for selection will be 50 and above marks for unreserved candidates and 45 and above for reserved candidates. However, the selection will be made purely on the basis of merit considering available vacancies and reservation rules.
17. 05% marks (of secured marks in Exam) over and above actual marks secured shall be added in case of Widow Female Candidates. The widow female candidate, if remarried shall not be given advantage of grace of 5 % marks. Further, the widow candidate shall categorically state so and inform if she is remarried with necessary documentary proofs.
18. While preparing selection list, if two or more candidates found with equal marks in Exam, they will be kept in merit according to their date of birth i.e. elder will be kept in priority to younger and if the date of birth is also found same, then they will be kept in priority according to alphabet seniority of name. The Selection List as and when required as per the vacancy position shall be drawn from result published. The result published shall be valid for the period of one year from the date of publication.

19. In case of name or caste differ due to marriage or any other reason in educational certificates; then candidate shall have to attach the copy of Government Gazette for transfer of name or caste, failing which, the candidature for the further process will be rejected.
20. Caste (Reserved Category) Certificate of Gujarat State only will be considered.
21. SEBC candidates who fulfill the qualification and age criteria shall have to submit valid Non- Creamy Layer Certificate issued (in Gujarati - પરિશિષ્ટ "ક"/ પરિશિષ્ટ-૪ (ગુજરાતી)) by the Competent Authority of Gujarat State.
22. No travelling fare will be paid to any candidates for attending the Written Test/Online Test as the case may be.
23. The result of the test shall be published by DGVCL and shall be displayed on Company's website. The Selection List as and when required as per the vacancy position shall be drawn from result published. The result published shall be valid for the period of one year from the date of publication.
24. Candidates are requested to apply only, if they are fulfilling requisite criteria. Since, we are not seeking all the documents at the time of application submission written test; candidate has to doubly ensure that he fulfills all the requisite criteria. All the documents of selected Candidates shall be verified at appropriate stage and if found not fulfilling any criteria, his candidature shall be cancelled immediately and his short listing in selection list shall not be a ground for claiming employment/ recruitment.
25. Candidates are requested to visit on www.dgvcl.com/Advertisement for regular updates regarding schedule of test and other relevant notifications.
26. The selected candidates shall be posted in field offices under the jurisdiction of DGVCL and shall be assigned work of technical and other Office/Field works. The candidate selected for the post, shall not be transferred from DGVCL to any other Subsidiary Company of GUVNL.
27. In case of selection, the candidates have to fulfill the requisite physical fitness standards as per company's rules.
28. Any application, even under the R.T.I. Act, seeking any information, will not be entertained till the completion of the entire recruitment process.
29. Applicant who has successfully done online payment shall only be considered for further selection process.
30. Candidates meeting the above criteria and interested may apply **COMPULSORILY ONLINE.**
31. Canvassing in any form shall debar the candidate from selection.

Help Desk

For any query, you may contact on our Help Desk No.0261-2506100/200 which will be available between 11 am to 6 pm on working days. You may also send an E-mail for your query on [career@dgvcl.co.in](mailto:career@ dgvcl.co.in)