

OFFICE OF THE DIRECTOR TRANSPORT-CUM-CEO, CHANDIGARH CITY BUS SERVICES
SOCIETY, UNION TERRITORY, CHANDIGARH
(PLOT NO. 701, INDUSTRIAL AREA, PHASE-I, U.T., CHANDIGARH)

ADVERTISEMENT FOR RECRUITMENT ON CONTRACT BASIS

Applications are invited from eligible candidates for appointment as **Chief Store Keeper (one post)** on contract basis in Depot No-II, Chandigarh City Bus Services Society (CCBSS), U.T., Chandigarh. The form to be filled in can be downloaded from www.chdctu.gov.in and form duly filled (alongwith resume) should be submitted in physical form through post or personally from **17.07.2025 to 16.08.2025** at Single Window, Plot No. 701, Industrial Area, Phase-I, U.T., Chandigarh.



Deputy Controller (F&A)
for Director Transport-cum-CEO,
U.T., Chandigarh

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SOCIETY, UNION TERRITORY, CHANDIGARH
(PLOT NO. 701, INDUSTRIAL AREA, PHASE-I, U.T., CHANDIGARH)**

ADVERTISEMENT FOR RECRUITMENT ON CONTRACT BASIS

Applications are invited on the prescribed format offline w.e.f. **17.07.2025 to 16.08.2025** from eligible candidates for appointment as **Chief Store Keeper (One Post) on contract basis in Depot No-II, CCBSS, Chandigarh**. The qualifications, salary etc are as follows:-

Chief Store Keeper: (One Post)

Educational Qualification:-

20 years experience in Store Management (Store Man / Assistant Store Keeper / Store Keeper / SPA / SPO) in Government / Semi Government / STU / STC.

(i) Basic knowledge of Computer.

Age:

Retiree or 65 years whichever is earlier.

Salary:

Consolidated Rs.6.00 Lakh per annum inclusive of all perks and allowances.

Period of Contract:

The appointment will be made purely on direct contract basis for a period of 02 years or upto the age of 65 years whichever is earlier (extendable for another one year subject to satisfactory report of the department).

Responsibilities:

1. To put up the spare parts demand on daily, quarterly and yearly basis and also get the bill cleared of the different firms on time.
2. Complete Management of store.
3. Follow up with respective vendors for timely delivery of ordered material and coordination with Accounts Section of CCBSS for timely payment and placement of orders.

Reporting:

Chief Operations Manager, CCBSS, Chandigarh.

INSTRUCTIONS

1. Only offline applications are accepted. Application will be received by hand or through courier/ speed post.
2. The form to be filled in can be downloaded from www.chdctu.gov.in and form duly filled (alongwith resume) in should be submitted in physical form through post or personally from **17.07.2025 to 16.08.2025** at Single Window, Plot No. 701, Industrial Area, Phase-I, U.T., Chandigarh.
3. Candidate should fill application form carefully and check all details thoroughly before submitting it. CCBSS will not be responsible for any incorrect/wrong entry filled in by the candidates and he/she will be responsible for any consequences on this account.
4. Shortlisted candidates will be invited for Test / Interview through e-mail or by post. Therefore, candidates are requested to provide their e-mail IDs and correspondence address correctly.
5. Candidate must write in his name, Address, Education Qualifications, Experience in the relevant field and any other details that can give benefit to him/her. Also please paste a recent passport photograph on the relevant place of the form format.
6. In case of large number of applications, CCBSS reserves the right to evaluate the resumes and call only shortlisted candidates for test/interview. No TA/DA will be paid for attending the test/interview.
7. The post of "**CHIEF STORE KEEPER**" (One Post) on Contractual Basis in Depot No-II, CCBSS, Chandigarh. The appointment will be made purely on direct contract basis for a period of 02 years or upto the age of 65 years whichever is earlier (extendable for another one year subject to satisfactory report of the department).
8. Last date for submitting application offline is **16.08.2025**.

FORM

1. Name :
 First Name Middle Name Surname

2. Father's Name:

3. Sex:
4. Date of Birth:
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5. Nationality:

6. Marital Status: Married Un-Married

Space for recent
passport size
photograph

7. Permanent Home Address :

8. Correspondence Address:

9. Telephone/ Mobile No.:

10. Email Id:

11. Category:

Whether Person with Disability:

Yes

No

12. Educational Qualifications:

Name of the exam passed	Name of Board/ University	Class/ Division	Percentage of Marks	Year of passing	Subjects taken

13. Details of experience, if any:

Name of the Employer	Date of Joining	Date of Leaving	Designation & Nature of duties	Scale of Pay and Salary Last Drawn

14. Any other Details:

I hereby declare that above information & pre-page are true, complete and correct to the best of my knowledge and belief.

I understand and agree that in the event of any information being found false/ incorrect or ineligibility being detected at any time before or after the selection/ examination/ interview, punitive action including termination of the services may be taken against me and I shall be bound by the decision of the employer.

Signature