



## **PUNJAB PUBLIC SERVICE COMMISSION**

### **JOB DESCRIPTION FOR RECRUITMENT TO THE POST OF DEPUTY DIRECTOR TP /UP (LESS DD ARCH. ENGG.) (BS-18) IN THE PUNJAB HOUSING URBAN DEVELOPMENT & PUBLIC HEALTH ENGINEERING(MDA) DEPARTMENT. CASE NO 7E2022.**

#### **Main Responsibilities and Tasks:**

- a) To supervise and visit MDA controlled areas of the jurisdiction assigned.
- b) Report illegal constructions and ensure as per approved plan construction of buildings / colonies.
- c) Timely reporting of the site survey involved in building plan approved cases.
- d) To see the cases of NOC, completion certificates, commercialization, PPPP etc.
- e) To prepare and get approval for new colonies.

#### **Occasional Tasks and Responsibilities**

To carry out all such official work which are entrusted to him by DG MDA / concerned Director.

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**UPLOADED ON: 19-05-2022**