



भू-सम्पदा विनियामक प्राधिकरण, बिहार
REAL ESTATE REGULATORY AUTHORITY, BIHAR

4th & 6th Floor, Bihar State Building Construction Corporation Campus Hospital Road,
Shastri Nagar, Patna- 800023

NOTICE

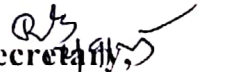
**Extension of last date of submission of application for the position of
Secretary, RERA, Bihar on short term contract basis**

Real Estate Regulatory Authority, Bihar, Patna had published notice date 02.09.2025 inviting applications for the position of Secretary, RERA from Retired Officers of Indian Administrative Service on short term contract basis till 15.09.2025.

The last date of submission of application for the short term appointment on the position of Secretary, RERA has now been extended from 15.09.2025 to 03.10.2025

All other terms and conditions of the Notice will remain same and unchanged.

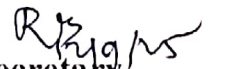
This is issued with the approval of Competent Authority.


Secretary,
RERA, Bihar

Memo No.RERA/Admn./Appointment/07/ 2024-1545 Patna,dated /2-09-25

Copy to :-

I.T.Consultant,RERA,Bihar for uploading on website.


Secretary,
RERA, Bihar

LT. No. - 1504

DL. 02/09/25

Notice inviting applications from Retired Officers of Indian Administrative Service for the post of "Secretary" on short term contract basis.

The Real Estate Regulatory Authority, Bihar urgently requires the services of a retired officer of the cadre of Indian Administrative Service, on short term contract basis:-

Details of Position where hiring on contract is proposed:

1. **Name of the Position** : Secretary
2. **Number of Position** : One
3. **Reservation Category** : Un-Reserved (UR)
4. **Salary** : Pay will be fixed in accordance with the general principle of 'pay minus pension', wherein, the entire pension amount will be deducted from the last pay drawn by the officer under reference.

5. **Eligibility:** Incumbent must be a Retired Officer of Indian Administrative Service cadre having served in Government of Bihar, He/She must be under 62 years of age as on 01.06.2025 with no adverse report(s) during service tenure and/or proceedings, either disciplinary or criminal, pending against his/her name. The candidate should be proficient in working on computers with the ability to work online/e-office. Preference would be given to candidates who have experience in disposal of Court cases along with readdressing Public grievance issues and matters related to Right to Information Act.

6. **Job profile:** Secretary shall exercise his powers and perform his duties under the control of the Authority. He will be the custodian of the records and the seal of the Authority and shall be responsible for proper management of cases filed by various parties before the Authority. He may be delegated with other functions and duties as considered necessary by the Competent Authority.

7. **Place of work:** The place of work will be at office of RERA, Bihar, Patna.

8. **Period of Engagement:** Initially for a period up to one year that may be extended further for a period, as may be decided by the Authority, on the basis of the assessment of performance of the incumbent and urgency of work. However, the contract may be terminated by serving a month's notice, in advance, by either side.

9. Eligible candidates, having requisite eligibility and experience, may submit their applications with a Curriculum Vitae stating their experience in handling Court Cases-general and revenue matters including Certificate Cases filed under Public Demand Recovery Act besides Public Grievance issues and matters related to Right to Information Act, along with other outstanding professional achievements, if any, thorough mail (e-mail:rera@bihar.gov.in) to RERA, Bihar. Incumbents currently working may also apply. In the subject line of mail “**Application for Secretary**” must be mentioned. Applications can be sent through mail up to 24:00 hrs. of 15/09/2025. Application(s) received after the cut-off date and/or time shall not be considered and no correspondence will be entertained in this regard. Incomplete application(s) are liable to be rejected.

10. Shortlisted candidates shall bring the requisite documents pertaining to eligibility conditions at time of Test/Interview along with a copy of the PPO. Submitting wrong information may lead to rejection of candidature.

11. All the applications that are received within the prescribed time-limit will be scrutinized and shortlisted candidates will be called for Test/Interview.


Secretary

Annexure "A"

REAL ESTATE REGULATORY AUTHORITY, BIHAR

Application for appointment of Secretary

1.	Applicant's Name:	
2.	Father's/Husband's Name :	
3	Address for correspondence:	
4	Permanent Address:	
5	Date of Birth :	
6	Age as on 01.06.2025	
7	Educational Qualifications:	
8	Date of Retirement:	
9	Last Serving Department:	
10	Gender:	
11	Category:	
12	Nationality:	
13	Email Id:	
14	Mobile No.:	
15	Pay Level as per pay matrix of 7 th CPC on the post held at the time of retirement:	
16	Details of experience:	
17	Service History:- (Details may be attached separately) :	
18	Mention any exceptional contribution(s) made during the service tenure :	

I, hereby, declare that the information given above, is true and correct to the best of my knowledge and belief and that there is/are no adverse report(s) during service tenure and proceedings, either, disciplinary or criminal, pending against my name.

Place:-.....

Date:.....

(Signature)

Name: