



MUZAFFARPUR SMART CITY LIMITED



E-mail id-mmcc-muz-bih@nic.in, muzaffarpur.ulb@gmail.com

C/o: Muzaffarpur Municipal Corporation Special Officer, MZP Municipality Muzaffarpur, Bihar-842001

CIN : U93090BR2017SGC036592

Ref. No. – 1963 /MSCL

Date: 20.04.2026

Notice for Employment

For the post “Chief Finance Officer (CFO)” in Muzaffarpur Smart City Limited

Muzaffarpur Smart City Ltd (MSCL) is an SPV formed by Bihar Government & Muzaffarpur Municipal Corporation for planning and implementation of Muzaffarpur Smart City Project. Muzaffarpur Smart City Limited invites application for the post on contractual basis which is given below:-

Sl. No.	Name of Post	No. of Position	Category	Upper Age Limit	Educational Qualification	Experience	Pay / Monthly Remuneration*
1	Chief Finance Officer (CFO)	1	Gen-01	55	For Contractual- Graduation in any discipline with at least 60% marks or equivalent grade point average and Member of institute of Chartered Accountants of India or Institute of Cost Accountant of India or ICA or AICWAI. Preference will be given to those candidates who are also a Member of Institution of company Secretaries of India.	For Contractual- Not less than total 10 years of experience in managerial capacity in an equivalent or similar position in a reputed organization. For Deputation/Retired- Having post qualification experience of not less than 20 years in financial matters or services.	Rs. 1,25,000/- (Rupees One Lakh Twenty Five Thousand Only)

General Instructions: -

1. Application will be accepted through E-mail (muzaffarpur.ulb@gmail.com) till 11:59 PM on 07th of May, 2026. List of shortlisted candidates will be published on website.
2. Interview for the above post, time and venue will be intimated later.
3. Details information and application form can be seen and downloaded from website: <http://muzaffarpur.nic.in> and <https://mymmc.org/>. This notice is also available in the office of MSCL, and MMC. Candidates are instructed to bring the filled-up application along with self-attested copy of testimonials at the time of interview.
4. Applicant should clearly mention the post applied for in the Application form.
5. Recruitment on the post will be for a period of maximum one (01) Year on contractual basis, subject to extension by Board thereafter based on the performance and need of the project.
6. All allowances are included in the pay as indicated against post.
7. Candidates serving in Government Department/Undertaking are required to submit No Objection Certificate along with the Application Form.
8. Candidate once recruited by Muzaffarpur Smart City Limited will be restricted to offer his/her services elsewhere.
9. The above post is non-practicing in nature.
10. Incomplete application form without necessary detail or application form submitted without Qualification/Experience certificates or unattested certificates will automatically lead to rejection and shall not be considered further.
11. MSCL reserves the right to reject any or all application at any time without assigning any reasons whatsoever. In special circumstances the entire process of recruitment can be suspended or cancelled and decision of “Managing Director, MSCL” in this regard will be final and binding.

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12. Qualification criteria laid down for the post is minimum and does not imply that every applicant possessing the same will be called for interview. MSCL reserves the right to evaluate the application of candidates, and will shortlist candidates for interview.
13. In the event of qualification or experience certificate, Age proof, caste certificate or any other document for that matter found incorrect or false after the recruitment, the employment contract will be terminated and suitable legal action will be initiated against the candidate. In this case MSCL will have right to reclaim any or all compensation paid to the candidate.
14. Candidates shall have to submit a declaration that neither he/she has been charged /convicted from any Hon'ble Court nor dismissed / removed / compulsory retired by way of punishment from the service of any Public Undertaking / Private Sector or from Govt. Department nor he/she has not been declared insolvent by any court.
15. The appointment is purely on contractual basis and in no way should be construed as regular government service. The candidate will not be eligible for absorption as a regular government employee.
16. Any disputes arising shall be subject to the jurisdiction of the Appropriate Court of Muzaffarpur.
17. Managing Director, MSCL reserves the right to terminate any or all process without assigning any reason whatsoever.
18. After the employment any employee can be terminated by MSCL by giving one-month notice without assigning any reason whatsoever. MSCL shall have full and final discretion over this matter.
19. Website- <http://Muzaffarpur.nic.in> & <https://mymmc.org/>, E-mail- muzaffarpur.ulb@gmail.com or Contact No. 9973134529.

Note: * Prescribed pay/remuneration may vary as per Govt. guidelines issued from time to time.

[Handwritten signature]
20/4/26

**Managing Director
Muzaffarpur Smart City Limited.**



Muzaffarpur Smart City Limited



APPLICATION FORM

Filed Application Form to be sent at Email – muzaffarpur.ulb@gmail.com

1. Name of the Post Applied for : _____
2. Name of the Applicant : _____
3. Father's /Husband's Name : _____
4. Date of Birth : Date _____ Month _____ Year _____
5. As on **31-03-2026** : Year _____ Month _____ Day _____
6. Category : GEN/OBC/EBC/SC/ST: _____
7. Nationality : _____
8. Gender : MALE FEMALE
9. Marital Status : _____
10. Contact No.(telephone) : _____
Mobile (Mandatory) : _____
11. Email (Mandatory) : _____
12. Address (With Pin Code)
 - A. Permanent: _____

 - B. Correspondence: _____

13. Qualification: (Attach Self Attested Photocopy)

Affix Recent Passport
size Photograph

Sl. No.	Examination Passed	Name of University/Branch	% of Marks obtained	Year of passing	Remarks
1.					
2.					
3.					
4.					
5.					



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14. Details of Experience: (Attached Self Attested photo copy) The Candidate are advised to type relevant entries in the table which may increase height /width of different column/row in this table below as per requirement. If required; candidate can attach a separate sheet.

Sl. No.	Name of the Institute/Organization	Post held/Job responsibility	Period		Field of experience	Years of Experience*
			From	To		
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

Note – (*) Mandatory

15. Any special qualification/experience regarding post applied for:

16. Professional Membership(s) if any :

17. Last Salary drawn :

18. Whether involved in any criminal case / Lawsuit at any time? If yes, please give current status. 19.

Kindly share your leadership experience, key strategic achievements, and financial expertise relevant to this position -

I. Describe your experience in handling large-scale budgets.



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II. Have you worked with Government, PSU, Urban Local Body, or Smart City projects? If yes, provide details.

III. Explain your experience in fund management, treasury, and cash flow planning.

IV. Have you handled statutory audits, CAG audits, or internal audits? Describe

V. Describe your experience in procurement finance and tender-related financial scrutiny.

VI. How would you align financial planning with city development goals?

VII. What is your understanding of PPP model, municipal bonds, and project financing?

- 20. (a). Prizes /Scholarships received :
- (b) Vocational Training :
- (c) Subjects of Special interest of Graduation / Post -Graduation:
- (d) Interest and achievement in extra-curricular activities :

21. List of Attached Documents–

- (a)
- (b)
- (c)
- (d)
- (e)
- (f)
- (g)
- (h)
- (i)



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- (j)
- (k)
- (l)

22. Any other relevant information (Attach separate sheet)

DECLARATION

I hereby declare that statements made by me in this form are true and complete. If I am appointed and the company finds at any time that any part of the information given by me is incorrect or false or that I have cancelled any relevant information, I agree that, my appointment shall be liable for termination without any notice or compensation and appropriate legal action can be taken against me.

Place: _____

Date: _____

Signature of the Applicant

*Separate sheets can be used if required.