



**National Highways & Infrastructure  
Development Corporation Limited**  
(A Govt. of India Undertaking)



**Corporate Office : 3rd Floor, PTI Building, 4-Parliament Street, New Delhi-110001**

F.No. NHIDCL/2(7)/Rectt Tech & Fin/2020/HR

National Highways & Infrastructure Development Corporation Limited has been set up by the Government of India as a Corporation under the Ministry of Road Transport & Highways to fast pace construction/ up-gradation/ widening of National Highways in the North-Eastern Region and areas that share International boundaries with neighbouring countries.

Applications are invited from dynamic, effective and experienced eligible retired Officers from Central Government Ministries/ Departments, Army, Navy, Airforce, BRO (GREF), Autonomous Bodies, Public Sector Undertakings, State Government Departments and State Government Public Undertakings on Engagement on Contract basis on the Terms & Conditions indicated below:-

Sl. No.	Name of the Posts & place of postings	No. of Vacancy*	Pay matrix Level in CDA pattern
1.	Executive Director (T/P) [Regional Offices of NHIDCL located in North Eastern States, A&N Islands etc.]	02	Pay Matrix Level-14 of 7th CPC [Pre-revised PB - 4 of Rs.37,400-67,000/- plus Grade Pay Rs.10,000/-]
2.	General Manager (T/P) [Regional Offices of NHIDCL located in North Eastern States, A&N Islands etc.]	20	Pay Matrix Level-13 of 7th CPC [Pre-revised PB - 4 of Rs.37,400-67,000/- plus Grade Pay Rs.8,700/-]
3.	Deputy General Manager (T/P) [Regional Offices of NHIDCL located in North Eastern States, A&N Islands etc.]	20	Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 7,600/- ]
4.	Manager (T/P) [Regional Offices of NHIDCL located in North Eastern States, A&N Islands etc.]	20	Pay Matrix Level-11 of 7th CPC [Pre-revised Pay Band-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 6,600/- in CDA Pattern]
5.	General Manager (Land Acquisition & Coordination) [For NHIDCL HQrs]	01	Pay Matrix Level-13 of 7th CPC [Pre-revised PB - 4 of Rs.37,400-67,000/- plus Grade Pay Rs.8,700/-]
6.	Deputy General Manager (Fin) [Regional Offices of NHIDCL located in North Eastern States, A&N Islands etc.]	06	Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 7,600/- ]

\* The number of vacancies in the Posts may vary, depending upon the requirement. Further, NHIDCL reserves the right to prepare Panels (one for Roads Sector and another for Infrastructure Sector) of selected Candidates for filling up the indicated and future vacancies that may arise in NHIDCL. Panel would be valid for a period of 12 months, unless further extended.

**Last date for submission of Application: 02.11.2020 (Monday) up to 18.00 hrs.**

**For detailed Terms and Conditions please visit-[www.nhidcl.com](http://www.nhidcl.com).**

**NOTE 1:** Officers presently serving in the Central Government Ministries/ Departments, **Army, Navy, Airforce**, Autonomous Bodies, Public Sector Undertakings, State Government Department and State Government Public Undertakings and satisfying the prescribed eligibility criteria may also apply for the post on Deputation basis in the prescribed proforma along with copy of APARs for last five years, No Objection Certificate (NOC) and Vigilance Clearance (VC).

**NOTE 2:** Any change or amendment to this Vacancy Circular will be posted on the NHIDCL Website only.

**NOTE 3:** Incomplete applications or those received after the prescribed date shall be summarily rejected

**TERMS & CONDITIONS FOR THE POST:-**

(1) The details of Educational Qualifications, Experience required and tenure of the post are given below:-

Name of the Post	Educational Qualifications	Eligibility criterion and required Experience
1	2	3
<b>Executive Director (Tech./Project)</b>	<p><b>Age:</b> - Not more than 61 years for engagement on contract.</p> <p><b>Educational Qualifications:-</b></p> <p>Degree in Civil/ Mechanical/ Electrical Engineering from a recognised University/Institute.</p>	<p>Retired Officers from Central Government Department/Indian Army (Corps of Engineers)/Border Roads Organization (GREF)/Autonomous Body/ Public Sector Undertaking/ State Government Department/ State Government Public Undertaking having:-</p> <p>(i) 03 (Three) years regular service in the Pay Matrix Level-13 of 7<sup>th</sup> CPC [ Pre-revised PB-04 of Rs.37,400 - 67,000/- having Grade Pay Rs.8,700/-in CDA pattern / equivalent in Parent Cadre; AND</p> <p>(ii) Having 18 (Eighteen) years experience in a Group 'A' Service of the Government of India or equivalent level post or as commissioned officer of the Indian Army (IA).</p>
<b>General Manager (Tech./Project)</b>	<p><b>Age:</b> - Not more than 61 years for engagement on contract.</p> <p><b>Educational Qualifications:-</b></p> <p>Degree in Civil/ Mechanical/ Electrical Engineering from a recognised University or Institute.</p>	<p>Retired Officers from Central Government Department/ Indian Army (Corps of Engineers)/ Border Roads Organization (GREF)/Autonomous Body/ Public Sector Undertaking /State Government Department /State Government Public Undertaking:-</p> <p>(i) Having 03 (three) years regular Service in the Pay Matrix Level-12 / 12(A) of 7<sup>th</sup> CPC [Pre-revised PB-04 of Rs.37,400-67,000/- plus Grade Pay of Rs. 7,600/- / Rs. 8,000/- in CDA pattern] on regular basis.</p>



		<p>OR</p> <p>(ii) Having 05 (Five) years regular service in the Pay Matrix Level-11 of 7<sup>th</sup> CPC [Pre-revised PB-3 of Rs.15600-39100/- plus Grade Pay of Rs. 6,600/- in CDA pattern].</p> <p>AND</p> <p>(iii) Having 13 (Thirteen) years experience in a Group 'A' Organized service of the Government of India or equivalent level post as commissioned officer of the Indian Army.</p>
Deputy General Manager (Tech./Project)	<p><b>Age :-</b> Not more than 61 years for engagement on contract.</p> <p><b>Educational Qualifications:-</b></p> <p>Degree in Civil/ Mechanical/ Electrical Engineering from a recognised University or Institute.</p>	<p>Retired Officers from Central Government Departments/ Indian Army (Corps of Engineers)/ Border Roads Organization (GREF)/ Autonomous Bodies/Public Sector Undertakings/ State Government Departments/ State Government Public Undertakings holding/having:-</p> <p>(i) Served on a regular basis in the Parent Cadre or Department in the Pay Matrix Level-11 of 7<sup>th</sup> CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 6,600/- in CDA pattern]</p> <p>OR</p> <p>(ii) With 03 (Three) years regular service in the Pay Matrix Level-10 / 10B of 7<sup>th</sup> CPC [Pre-revised PB-3 of Rs. 15,600-39,100/- plus Grade Pay of Rs. 5,400/- in CDA pattern]</p> <p>AND</p> <p>(iv) Having 09 (Nine) years experience in an Organized service of the Government of India or equivalent level post as commissioned officer in the Indian Army</p>
Manager( T/P)	<p><b>Age:-</b> Not more than 61 years for engagement on contract.</p> <p><b>Educational Qualifications:-</b></p> <p>Degree in Civil/ Mechanical/ Electrical Engineering from a recognised University or Institute.</p>	<p>Retired Officers from Central Government Departments/ Indian Army (Corps of Engineers)/ Border Roads Organization (GREF)/ Autonomous Bodies/ Public Sector Undertakings / State Government Departments/ State Government Public Undertakings having:-</p> <p>(i) Served on a regular basis in the Parent Cadre or Department in the Pay Matrix level-10/ 10B of 7<sup>th</sup> CPC [Pre-revised Pay Band-3 of Rs. 15,600-39,100/- plus Grade Pay of</p>





		<p>Rs. 5,400/- in CDA pattern]. OR</p> <p>(ii) With 06 (six) years service in the in pay matrix level-7 of 7th CPC [Pre-revised Pay Band-2 of Rs. 9,300-34,800/- plus Grade Pay of Rs. 4,600/- in CDA pattern]. AND</p> <p>(iii) Having 03 (three) years experience in a responsible Senior position in an Organized service of the Government of India or equivalent level post or Supervisors (JEs) of BRO (GREF).</p>
General Manager (Land Acquisition & Coordination)	<p><b>Age:-</b> Not more than 61 years for engagement on contract.</p> <p><b>Educational Qualifications:-</b></p> <p>Degree of recognised University.</p> <p><b>Desirable Qualification:-</b></p> <p>(i) Degree in Law OR</p> <p>(ii) Master in Business Administration, OR</p> <p>(iii) Post Graduate Diploma in Public Administration</p>	<p>Officers in a Central Government Department/ Autonomous Body/ Public Sector Undertaking / State Government Department/ State Government Public Undertaking:-</p> <p>(i) Holding analogous posts in the Pay Matrix Level-13 of 7<sup>th</sup> CPC (pre-revised Pay Band-04 of Rs. 37,400-67,000 plus Grade Pay of Rs. 8,700/-). OR</p> <p>(ii) Having 03 (three) years regular service in the Pay Matrix Level-12 of 7<sup>th</sup> CPC (pre-revised Pay Band-3 of Rs. 15600-39100/- plus Grade Pay of Rs. 7600/-) (CDA pattern). OR</p> <p>(iii) Having 08 (Eight) years regular service in the Pay Matrix Level-11 of 7<sup>th</sup> CPC (Pay Band-3 of Rs. 15600-39100/- plus Grade Pay of Rs. 6,600/-) (CDA pattern). AND</p> <p>(iv) Having 13 (Thirteen) years experience in an Organized Group 'A' Service of the Government of India or equivalent level post or higher and 11 (Eleven) years in the field of Land Acquisition, Revenue &amp; Administrative work. Preference will be given to those who are having or have held service as Director / Deputy Secretary with relevant field experience.</p>
Deputy General Manager (Finance)	<p><b>Age:-</b> Not more than 61 years for engagement on contract.</p> <p><b>Educational Qualifications:-</b> <b>Essential:-</b></p>	<p>Officers in Central Government Departments/ Autonomous Bodies/ Public Sector Undertakings/ State Government Departments/State Government Public Undertakings holding/having held:-</p>



<p>(a) Degree from a recognised University or Institute; AND</p> <p>(b) Final exam of the Institute of Chartered Accountants of India; OR</p> <p>(c) Final exam of the Institute of Cost and Works Accountant of India; OR</p> <p>(d) Degree in Business Management with Finance as the major subject; OR</p> <p>(e) Member of any organised Accounts Service of the Central Government.</p> <p>Desirable:-</p> <p>Should be well versed with the Financial Rules and Accounting procedures to be followed for major projects in particular, approval of tenders, processing of contractor's claims and other Contractual matters. Further, he/she should also be well versed in Computerized Accounting system Like SAP.</p>	<p>(i) Holding analogous posts on a regular basis in the Parent Cadre or Department in the Pay Matrix Level-12 of 7 the CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 7,600/- (CDA pattern)];</p> <p>OR</p> <p>(ii) With 03 (Three) years regular service in the Pay Matrix Level-11 of 7 th CPC [Pre-revised PB-3 of Rs. 15,600-39,100/- plus Grade Pay of Rs. 6,600/- (CDA pattern)] or equivalent in Parent Cadre;</p> <p>OR</p> <p>(iii) Having 09 (Nine) years regular service in the Pay Matrix Level-10 of 7 the CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 5,400/- (CDA pattern)];</p> <p>AND</p> <p>(iv) Having 09 (Nine) years experience in a responsible position in an Organized service of the Government of India or equivalent level post or higher and well versed in the field of Finance and Accounts.</p>
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(2) The initial tenure of engagement on Contract shall be two years, which can be extended/ curtailed further with the approval of the Competent Authority up to the maximum age limit of 65 years.

(3) The above Posts can also be filled up by Transfer on Deputation basis of Officers presently serving in the Central Government Ministries/ Departments, **Army, Navy, Airforce**, Border Roads Organization (GREF), Autonomous Bodies, Public Sector Undertakings, State Government Departments and State Government Public Undertakings and have held equivalent posts, satisfying the eligibility criteria prescribed above. **The upper age limit for Officers applying for appointment on Deputation basis shall be 56 years.**

(4) The initial period of deputation shall be three (03) years, which can be extended for another two years, with the approval of the Competent Authority.

(5) The crucial date for determining the eligibility shall be the closing date for receipt of application.

(6) The Terms & Conditions and pay / remuneration of the Officer(s) selected for appointment on deputation / engagement on Contract basis will be governed as per extant Rules of Government of India/ NHIDCL policy, as amended from time to time.

(7) (i) In case of selection on Contract basis Officers shall be paid remuneration as per details given below:-



Designation of the Post	Last Pay drawn minus Pension plus prevalent rate of DA	Consolidated Allowance (Rs. Per Month)	Field Allowance (Rs. Per month)	Total Remuneration proposed to be offered
	A	B	C	D
Executive Director	Actual based on PPO /LPC	65000	14,420	A+B+C
General Manager		48000	5,800	
Dy. General Manager		35000	3,700	
Manager		31000	3,200	

**Note:** The remuneration will be subject to changes in prevailing rate of DA.

(ii) Special Allowance based on Risk and Hardship would also be payable to all category of personnel viz. Employees on Deputation, Personnel appointed on Direct Contract. This Allowance shall only be payable to personnel posted outside Delhi. Details are as under:-

**Regional Offices:-**

Sl. No.	Designation	Assam, Meghalaya, Tripura, Uttrakhand , Sikkim & A&N Islands	Arunachal Pradesh, Nagaland, Mizoram, Manipur & J & K	Ladakh
	1	2	3	4
1	Executive Director	10,000	20,000	40,000
2	General Manager	9,000	18,000	36,000
3	Dy. General Manager	8,000	16,000	32,000
4	Manager	6,000	12,000	24,000

(8) An Annual increase of 5% of the pay drawn in NHIDCL on 1<sup>st</sup> July rounded off to next hundred rupees shall be granted on completion of at least 6 months of Contract service on 1<sup>st</sup> July.

(9) In the case of Serving Officers, their application should be forwarded through proper channel by the parent Office/ Organization, alongwith the following documents:-

- (i) **No Objection Certificate** of parent Department / Ministry for the appointment of the applicant to the post applied for.
- (ii) **Vigilance Clearance, Integrity Certificate** and details of penalties imposed, if any, during the last 10 years on the Officer. This should be duly certified by the Authorised Officer i.e. Head of Office / HoD.
- (iii) **ACRs/APARs dossier**/Attested copies of the ACRs/APARs of the applicant for the last five years.

(10) In the case of retired Officers who are applying for the post on Contract basis, attested copies of ACRs/APARs for the last five years should be enclosed alongwith the Application failing which his/her Application shall not be entertained.

(11) Candidates who were given offer of engagement/appointment on Contract/Deputation during the last two years but did not join, shall not be considered.

(12) Those Officers who have left NHIDCL at their own volition since last two years shall not be considered.

(13) In case the applicant is already working in NHIDCL on Deputation/ Contract basis and otherwise eligible, they will be considered only if they have rendered minimum one year's service in NHIDCL.

(14) The candidate(s) selected for the post on Deputation basis shall not be allowed to be repatriated within a period of 02 years from the date of their appointment in NHIDCL.

(15) Incomplete applications or those received after the last date for submission of application shall be summarily rejected. Those candidates, who had applied earlier for the above mentioned post but were not selected, need not apply again.

(16) If a large number of applications are received, only those candidates who are short listed on the basis of qualifications, experience, tenure and level of service in the relevant field shall be considered for selection.

(17) The posts carry all India service liability. Therefore, only those who are willing to serve anywhere in India especially in the North Eastern Region, Leh/ Ladakh/J&K, A & N Islands may apply.

(18) The advertisement can be withdrawn at any time at the discretion of the Competent Authority without assigning any reasons there for.

(19) Eligible Candidate(s) who are willing may submit their application(s) in the prescribed Proforma at **Annexure "A"** through proper channel along with a photograph addressed to **Director (A&F), National Highways & Infrastructure Development Corporation Limited, 3<sup>rd</sup> Floor, PTI Building, 4-Parliament Street, New Delhi - 110001 latest by 02.11.2020 (Monday) up to 18.00 hrs:**



(S. Ramakrishnan)  
Dy. General Manager (HR)

APPLICATION FOR THE POST OF \_\_\_\_\_

Photo

Signature

1. Mode of recruitment, viz.  
Deputation/Direct Contract  
(Please specify wherever applicable) : \_\_\_\_\_
2. Name of the Candidate (in Block letters)  
(with rank in case of officers from Army, Navy, Airforce) : \_\_\_\_\_
3. Father's/Husband's Name : \_\_\_\_\_
4. (a) Date of Birth in Christian era  
(in dd/mm/yyyy format) : \_\_\_\_\_  
(b) Age as on last date for receipt of  
Application : \_\_\_\_\_
5. Date of retirement under your Parent  
Department : \_\_\_\_\_
6. Permanent Address (with PIN code) : \_\_\_\_\_
7. Address for Correspondence  
(with PIN code) : \_\_\_\_\_
8. Email address, Phone Number  
(Office, Residence and Mobile) : \_\_\_\_\_
9. Category (Gen/SC/ST/OBC/OTHERS) : \_\_\_\_\_
10. Educational Qualification (attach a separate sheet duly attested by you if the space is insufficient).

Sl. No.	Exam Passed	Year	Subjects offered	Name of Institute	Board/ University	Percentage of marks obtained





11. Details of experience (in chronological order). Enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient

Sl. No.	1.	2.	3.	4.	5.
a. Name of organization					
b. Post held					
c. Period of tenure with dates (in dd/mm/yyyy format)	From				
	To				
d. Whether worked/working on permanent / regular or adhoc/temporary/quasi permanent or on deputation or on contract basis					
e. If worked on deputation basis, please indicate the post and pay scale held on regular / substantive basis in the parent department, without NFU/NFSG/MACP/ACP					
f. Brief description of duties					
g. Scale of pay and basic pay (In case the pay scale under CDA pattern has been revised after the 6 <sup>th</sup> CPC recommendations, please clearly indicate the Pay Band and the Grade Pay)					
h. Whether scale of pay on CDA or IDA pattern or any other DA pattern. Please specify					

12. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same) : \_\_\_\_\_

	Qualification/ Experience required for the post	Qualifications/Experience possessed by the officer
Essential Educational Qualification:		
Desirable Educational Qualification:		
Essential Experience:		
Desirable Experience:		



13. Please state clearly whether in the light of entries made by you above, you meet : \_\_\_\_\_ the requirements of the post
14. Nature of present employment (i.e. permanent / regular or adhoc/ : \_\_\_\_\_ temporary/ quasi-permanent or on deputation or on contract basis)
15. In case the present employment is held on : \_\_\_\_\_ deputation / on contract basis, please state
- (a) The date/ period of appointment on deputation / on contract basis : \_\_\_\_\_
- (b) Name and address of the parent organization to which you belong : \_\_\_\_\_
- (c) Whether the parent department is (Please indicate the name against the relevant column)
- i Central Government : \_\_\_\_\_
- ii State Government : \_\_\_\_\_
- iii Central / State Government Public Sector Undertaking : \_\_\_\_\_
- iv Central / State University : \_\_\_\_\_
- v Central/State Autonomous Body : \_\_\_\_\_
- vi Others, please specify : \_\_\_\_\_
- (d) Name of the post and pay scale with DA pattern held by you on regular / substantive basis in the parent : \_\_\_\_\_ department.
16. Additional details about present employment. Please state whether working under (indicate the name and address of the organization against the relevant column)
- a. Central Government: \_\_\_\_\_
- b. State Government : \_\_\_\_\_
- c. Central / State Government Public Sector Undertaking: \_\_\_\_\_
- d. Central / State University : \_\_\_\_\_
- e. Central / State Autonomous Body : \_\_\_\_\_
- f. Others, please specify : \_\_\_\_\_
17. a) Whether the present pay scale in your parent department has been granted under Modified Assured Career Progression Yes / No



Scheme (MACP), Assured Career Progression Scheme, Time Scale, Personal Upgradation, Financial upgradation, In-situ Up gradation, Non functional Upgradation, Non-functional Grade, Adhoc-promotion or any other similar scheme of your parent department

(b) If yes, please specify the substantive post with pay scale held by you in your Parent Department : \_\_\_\_\_

18. If working or belonging to the Public Sector Undertaking, please indicate the Grade in which you are working along with the pay scale (Whether E-1, E-2, E-3, E-4, E-5, E-6, E-7, E-8, or E-9, etc.) : \_\_\_\_\_

19. Total emoluments per month drawn (Please indicate the detailed break-up and also enclose a self-attested copy of the latest pay slip) : \_\_\_\_\_

20. Additional information if any which you would like to mention in support of your suitability of your post : \_\_\_\_\_  
[Enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient]

21. Whether applied for the similar post in NHIDCL in the last two years, if so, please indicate the post applied for, date of advertisement and date of interview, if any : \_\_\_\_\_

22. Details of earlier service in NHIDCL, if any

S.NO.	Name of post	Nature of employment (Deputation/ Contract)	Tenure / period with dates in dd/mm/yyyy format		Scale of pay	Place(s) of posting	Nature of duties/ work(s) handled
			From	To			

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Place: \_\_\_\_\_

Name: \_\_\_\_\_





### DECLARATION

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Application Form / Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

I also hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / services will stand cancelled / terminated without assigning any reasons there for.

I am willing to serve anywhere in the North East Region i.e anywhere in the states of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim, Tripura, and in the Union Territory of J&K, Ladakh and Andaman & Nicobar Islands.

Date : \_\_\_\_\_

Signature \_\_\_\_\_

Place: \_\_\_\_\_

Name \_\_\_\_\_



CERTIFICATE BY THE EMPLOYER, if applying on Deputation basis

- (i) Certificate that Sh. \_\_\_\_\_ holds a permanent post of \_\_\_\_\_ in the O/o \_\_\_\_\_ since \_\_\_\_\_.
- (ii) The integrity of Sh. \_\_\_\_\_ is beyond doubt.
- (iii) He has submitted his application to this office on \_\_\_\_\_.
- (iv) The Pay Band + Grade Pay of the post held by the officer in his parent department (without NFU/NFSG/ACP/MACP/TS/Personal upgradation etc) is as under:-
- (v) This office has No Objection in case the application of Sh. \_\_\_\_\_ is considered for appointment for Deputation for the post of \_\_\_\_\_ in the NHIDCL. Further, it is certified that Sh. \_\_\_\_\_ shall be relieved immediately in case of his/her selection in NHIDCL.
- (vi) The information given by Sh. \_\_\_\_\_ in the application proforma has been verified with reference to his/her service records and found correct.
- (vii) No Vigilance or disciplinary case is pending or contemplated against the official concerned during last 10 years.
- (viii) Up-to date ACR/APAR dossier of the concerned official for the last five year i.e. period 2010-2011 to 2015-2016 are enclosed herewith.

Date:

Place:

Signature  
Head of Office/Department  
With Official Seal



