



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



BHARATMALA
ROAD TO PROSPERITY

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

F.No. NHIDCL/2(6)/Rectt.ED/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 neighboring countries.

Applications are invited from eligible retired or serving officers who have worked/working in Central Government Ministries/ Departments, Autonomous Bodies, Public Sector Undertakings, State Government Departments and State Government Public Undertakings for filling up present and future vacancies that may arise in NHIDCL for the following posts for posting in Assam, Arunachal Pradesh, Manipur, Nagaland, Mizoram, Meghalaya, Tripura, Sikkim, J&K, Ladakh & Andaman & Nicobar Islands.

Note: Candidates in the select panel do not join the post at the indicated place, such candidates may be de-empanelled and they would not be considered for any appointment in the NHIDCL for a period of one year.

Sl. No.	Name of the Posts	No. of Vacancy*	Pay matrix Level in CDA pattern
1.	General Manager (T/P)	As per vacancy	Pay Matrix Level-13 of 7th CPC [Pre-revised PB - 4 of Rs.37,400-67,000/- plus Grade Pay Rs.8,700/-]
2.	Deputy General Manager (T/P)	As per vacancy	Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs. 15,600-39,100/- plus Grade Pay of Rs. 7,600/-]
3.	Manager (T/P)	As per vacancy	Pay Matrix Level-11 of 7th CPC [Pre-revised PB-3 of Rs. 15,600-39,100/- plus Grade Pay of Rs. 6,600/-]
4.	General Manager (HR)	As per vacancy	Pay Matrix Level-13 of 7th CPC [Pre-revised PB-04 of Rs. 37,400-67,000/- plus Grade Pay of Rs. 8,700/- in CDA pattern].
5.	Deputy General Manager (HR)	As per vacancy	Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 7,600/- in CDA pattern]
6.	General Manager (Fin)	As per vacancy	Pay Matrix Level-13 of 7th CPC [Pre-revised PB-04 of Rs. 37,400-67,000 plus Grade Pay of Rs. 8,700/- in CDA pattern].
7.	Manager (Finance)	As per	Pay Matrix Level-11 of 7th CPC [Pre-revised PB-3 of Rs. 15,600-39,100/- plus

	vacancy	Grade Pay of Rs. 6,600/-]
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*The number of vacancies in the Posts may vary, depending upon the requirement. Further, NHIDCL reserves the right to prepare a Panel of selected Candidates for filling up the indicated and future vacancies that may arise in NHIDCL.

Last date for submission of Application: 17.07.2020

For detailed Terms and Conditions please visit-www.nhidcl.com

NOTE 1: Retired Officer (s) who have served in the Government and have held equivalent posts satisfying the prescribed eligibility criteria may also apply for the post on Contract basis in the prescribed proforma alongwith a copy of PPO.

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 POSTS:-

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

Name of the Post	Educational Qualifications	Eligibility criterion and required Experience
1	2	3
General Manager (Tech./Project)	Age:- Preferably below 55 years. Educational Qualifications:- Degree in Civil Engineering from a recognised University or Institute.	Officers in a Central Government Department/ Autonomous Body/ Public Sector Undertaking / State Government Department/ State Government Public Undertaking:- (i) Holding analogous post in the Pay Matrix Level-13 of 7 th CPC [Pre-revised PB-04 of Rs. 37,400-67,000/- plus Grade Pay of Rs. 8,700/- in CDA pattern]. OR (ii) Having 03 (Three) years regular service in the Pay Matrix Level-12 of 7 th CPC [Pre-revised PB-3 of Rs.15600-39100/- plus Grade Pay of Rs. 7,600/- in CDA pattern]. OR (iii) Having 08 (Eight) years regular

		<p>service in the Pay Matrix Level-11 of 7th CPC [Pre-revised PB-3 of Rs.15600-39100/- plus Grade Pay of Rs. 6,600/- in CDA pattern].</p> <p>AND</p> <p>(iv) Having 13 (Thirteen) years experience in a Group 'A' Organized service of the Government of India or equivalent level post or higher and 11 (Eleven) years experience in Highways/Road /Bridge Engineering.</p>
Deputy General Manager (Tech./Project)	<p>Age:- Preferably below 55 years.</p> <p>Educational Qualifications:- Degree in Civil Engineering from a recognised University or Institute.</p>	<p>Officers in a Central Government Departments/ Autonomous Bodies/ Public Sector Undertakings / State Government Departments/ State Government Public Undertakings holding/having held:-</p> <p>(i) Analogous post on a regular basis in the Parent Cadre or Department in the Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 7,600/- in CDA pattern]</p> <p>OR</p> <p>(ii) With 03 (Three) years regular service in the Pay Matrix Level-11 of 7th 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>(iii) Having 09 (Nine) years regular service in the Pay Matrix Level-10 of 7th 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 or higher and well versed in the field of Roads/Highways/Bridge Engineering.</p>
Manager (T/P)	<p>Age:- Preferably below 55 years.</p> <p>Educational Qualifications:- Degree in Civil Engineering from a recognised University or Institute.</p>	<p>Officers in a Central Government Departments/ Autonomous Bodies/ Public Sector Undertakings / State Government Departments/ State Government Public Undertakings holding/having held:-</p> <p>(i) Holding analogous post on a regular basis in the Parent Cadre or Department in 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];</p>

		<p>OR</p> <p>(ii) With 03 (three) years regular service in the Grade rendered after appointment thereto on a regular basis in the Pay Matrix level-10 of 7th CPC [Pre-revised Pay Band-3 of Rs. 15,600-39,100/- plus Grade Pay of Rs. 5,400/- in CDA pattern].</p> <p>OR</p> <p>(iii) 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].</p> <p>AND</p> <p>(iv) Having 03 (three) years experience in a responsible Senior position in an Organized service of the Government of India or equivalent level post or higher and well versed in the field of Roads/Highways/Bridge Engineering.</p>
General Manager (HR)	<p>Age:- Preferably below 55 years.</p> <p>Educational Qualifications:-</p> <p>Age:- Preferably below 55 years.</p> <p>Educational Qualifications:-</p> <p>Degree from a recognised University or Institute.</p> <p>Desirable:</p> <p>(i) Degree in Law OR (ii) Master in Business Administration OR (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 post in the Pay Matrix Level-13 of 7th CPC [Pre-revised PB-04 of Rs. 37,400-67,000/- plus Grade Pay of Rs. 8,700/- in CDA pattern].</p> <p>OR</p> <p>(ii) Having 03 (Three) years regular service in the Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs. 15600-39100/- plus Grade Pay of Rs. 7,600/- in CDA pattern].</p> <p>OR</p> <p>(iii) Having 08 (Eight) years regular service in the Pay Matrix Level-11 of 7th CPC [Pre-revised PB-3 of Rs. 15600-39100/- plus Grade Pay of Rs. 6,600/- in CDA pattern].</p> <p>AND</p> <p>(iv) Having 09 (Nine) years experience in a responsible Senior position in an Organized service of the Government of India or equivalent level post or higher and well versed in the field of Administration/ Establishment.</p>
Deputy General	Age:- Preferably below 55 years.	Officers in Central Government

Manager (HR)	<p>Educational Qualifications:-</p> <p>Degree from a recognised University or Institute.</p> <p>Desirable:</p> <p>(i) Degree in Law OR (ii) Master in Business Administration OR (iii) Post Graduate Diploma in Public Administration</p>	<p>Departments/ Autonomous Bodies/ Public Sector Undertakings / State Government Departments/ State Government Public Undertakings holding/having held:-</p> <p>(i) Holding analogous posts on a regular basis in the Parent Cadre or Department in the Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 7,600/-(CDA pattern)]; OR (ii)With 03 (Three) years regular service in the Pay Matrix Level-11 of 7th 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; OR (iii)Having 09 (Nine) years regular service in the Pay Matrix Level-10 of 7th CPC [Pre-revised PB-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 5,400/- (CDA pattern)]; AND (iv) Having 09 (Nine) years experience in a responsible Senior position in an Organized service of the Government of India or equivalent level post or higher and well versed in the field of Administration/ Establishment.</p>
General Manager (Finance)	<p>Essential:-</p> <p>(a) Degree from a recognised University or Institute. AND (b) Final exam of the Institute of Chartered Accountants of India; OR (c) Final exam of the Institute of Cost and Works Accountants of India; OR (d) Degree in Business Management with Finance as the major subject; OR (e) Member of any organized Accounts Service of the Central Government or any State Governments.</p>	<p>Officers in Central Government Departments/ Central Public Sector Undertakings / Autonomous Bodies / State Government Departments/ State Government Public Undertakings holding/having held:-</p> <p>(i) Analogous post in the Pay Matrix Level-13 of 7th CPC [Pre-revised PB-04 of Rs. 37,400-67,000/- plus Grade Pay of Rs. 8,700/- in CDA pattern]. OR (ii) 03 (Three) years regular service in the Pay Matrix Level-12 of 7th CPC [Pre-revised PB-3 of Rs.15600-39100/- plus Grade Pay of Rs. 7,600/- in CDA pattern]. OR (iii) 08 (Eight) years regular service in the Pay Matrix Level-11 of 7th CPC [Pre-revised PB-3 of Rs.15600-</p>

		<p>39100/- plus Grade Pay of Rs. 6,600/- in CDA pattern].</p> <p>AND</p> <p>(iv) 12 (Twelve) years experience in a Group 'A' Organized Service of the Government of India or equivalent level posts in other Organizations mentioned above or higher and 10 (Ten) years experience in Finance and Accounts Department. 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.</p>
Manager (Finance)	<p>Age:- Preferably below 55 years.</p> <p>Educational Qualifications Essentials:-</p> <p>(i) Degree of a recognised University or Institute;</p> <p>AND having passed</p> <p>(ii) Intermediate level Examination of Chartered Accountancy;</p> <p>OR</p> <p>(iii) Intermediate level Examination of Cost & Works Accountancy;</p> <p>OR</p> <p>(iv) SAS Examination of the Indian Audit and Accounts Service or equivalent Examinations for Civil Accounts, Defence Accounts Service etc.</p>	<p>Officers in a Central Government Departments/ Autonomous Bodies/ Public Sector Undertakings / State Government Departments/ State Government Public Undertakings holding/having held:-</p> <p>(i) Analogous post on a regular basis in the Parent Cadre or Department in the 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/- (CDA pattern)]</p> <p>OR</p> <p>(ii) 05 (Five) years regular service in the Pay Matrix Level-10 of 7th CPC [Pre-revised Pay Band-3 of Rs.15,600-39,100/- plus Grade Pay of Rs. 5,400/- (CDA pattern)]</p> <p>OR</p> <p>(iii) 06 (Six) years regular service in the Pay Matrix Level-7 of 7th CPC [Pre-revised Pay Band-2 of Rs.9,300-34,800/- plus Grade Pay Rs. 4,600/- (CDA pattern)]</p> <p>AND</p> <p>(iv) 03 (Three) years experience in an Accounts Department of the Government of India/ Autonomous Bodies / Public Sector Undertakings /State Government Departments/State Government Public Undertakings dealing with construction or contract works in or a Commercial Undertakings of repute.</p>

(2) 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.

(3) The above Posts can also be filled up by engaging retired Officer(s) who have served in the Government and have held equivalent posts, satisfying the eligibility criteria prescribed above, on Contract basis.

(4) 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, as amended from time to time / NHIDCL policy.

(5) (i) In case the Applicant is a Retired Government Servant and seeking contractual appointment, the age on the last date of submission of application should not exceed 61 years (as on 17.07.2020). 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.

(ii) In case of selection, they will be engaged on Contract basis and 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
General Manager	Actual based on PPO /LPC	48000	5,800	A+B+C
Dy. General Manager		35000	3,700	
Manager		31000	3,200	

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

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

(i) Regional Offices:-

Sl. No.	Designation	Assam, Meghalaya, Tripura, Uttarakhand, Sikkim, Manipur & A&N Islands.	Arunachal Pradesh, Nagaland, Mizoram, Manipur & J & K.	Ladakh/Srinagar
	1	2	3	4
1	General Manager	9,000	18,000	36,000

2	Dy. General Manager	8,000	16,000	32,000
3	Manager	6,000	12,000	24,000

(ii) For PMU and Site Offices:-

Designation	Location	Assam, Meghalaya, Tripura, Sikkim, Uttarakhand , A&N.	Ar.Pr., Nagaland, Mizoram, Manipur & J&K.	Ladakh/Srinagar
General Manager	District Hqrs	10,350	20,700	41,400
	Other town	10,800	21,600	43,200
Dy. General Manager	District Hqrs	9,200	18,400	36,800
	Other town	9,600	18,600	37,200
Manager	District Hqrs	6,900	13,800	27,600
	Other town	7,200	14,400	28,800

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

(7) 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.

(8) In the case of retired Officers who are applying for the post on Contract basis, copy of the PPO should be enclosed alongwith the Application failing which his/her Application shall not be entertained.

(9) 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, 3rd Floor, PTI Building, 4-Parliament Street, New Delhi - 110001** latest by 17.07.2020

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

Dy. General Manager (HR)

BUILDING INFRASTRUCTURE, BUILDING THE NATION

Annexure-A

Affix Photograph

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BIO-DATA/PROFORMA FOR SUBMISSION OF APPLICATION

FOR THE POST OF _____

1.	Name of Applicant					
2.	Address in block letters					
3.	Contact No.	Landline (with STD Code) Mobile No.				
4.	E- Mail					
5.	Category (Gen/SC/ST/OBC/OTHERS)					
6.	Date of Birth (in Christian era)					
7.	Date of retirement under Central Government Rules					
8.	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

9.	Whether other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the rule, state the authority for the same)					
Qualification/Experienced required				Qualification/Experience possessed by the applicant		
10.	Details of employment in Chronological order attach a separate sheet duly attest by you if the space is insufficient.					
Office/ Instt./ Orgn.	Post held	From	To	Pay Band, Grade Pay and Basic Pay. (in CDA pattern) In case of IDA pattern, equivalent Pay Band and Grade Pay of CDA pattern	Nature of duties performed / performing	
11.	Nature of present employment, i.e. ad-hoc or temporary or permanent					
12.	In case the present employment is held on deputation/contract basis, please state:-					
	(a) The date of initial appointment on deputation/Contract					
	(b) Period of appointment on Deputation/Contract with date					
	(c) Name and address of the parent					

	office/ organisation to which you belong/retired from.	
13.	Additional details about present employment. Please state whether working under:-	
	(a) Central Government	
	(b) Autonomous body	
14.	Total emoluments per month last drawn. (specify whether CDA pattern or IDA pattern or Grade Pay equivalent to CDA pattern)	
15.	Additional information, if any, which you would like to mention in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient.	

* Please submit copy of LPC/ Pay Slip last drawn along with application, PPO in case of Retired Govt. Officers.

I have read the Terms & Conditions of appointment and certify that the above information is true to the best of my knowledge and belief. Further, I am liable to be disqualified if any information given above is found to be incorrect/ incomplete or false.

Date:

Place:

Signature of the Applicant

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 _____ and his Pay Band + Grade Pay in the parent office is _____.

(iv) 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.

(v) The information given by Sh. _____ in the application proforma has been verified with reference to his/her service records and found correct.

(vi) No Vigilance or disciplinary case is pending or contemplated against the official concerned during last 10 years.

(vii) 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