राष्ट्रीय राजमार्ग एवं अवसंरचना विकास निगम लिमिटेड

सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार प्रथम तल, टावर ए, वर्ल्ड ट्रेड सेंटर, नौरोजी नगर, नई दिल्ली-110029.







National Highways & Infrastructure Development Corporation Limited

Ministry of Road Transport & Highways, Government of India

First Floor, Tower A, World Trade Centre, Nauroji Nagar, New Delhi-110029, Tel: +91 11 26768950, www.nhidcl.com

(भारत सरकार का उद्यम)

(A Government of India Enterprise)

F. No. NHIDCL/2(22)/Rectt. Tech. & others/2024/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 Officers working in Central/State/UT Government Ministries/ Departments, Indian Army/Navy/Air- Force, Border Road Organization(GREF), Central/State Autonomous Bodies, Central/State Public Sector Undertakings, etc. on Transfer on Deputation basis for the following posts:

SI.	Name of the Posts	No. of	Pay matrix Level in CDA pattern	
No.		Vacancies*		
1.	General Manager (LA & Coord.)	04	Pay Matrix Level-13 (Rs. 1,23,100-2,15,900).	
2.	Deputy General Manager (T/P)	21	Pay Matrix Level-12 (Rs. 78, 800-2, 09, 200).	
3.	Deputy General Manager (Land Acquisition & Coord.)	12	Pay Matrix Level-12 (Rs.78,800-2,09,200).	
4.	Manager (T/P)	46	Pay Matrix Level-11 (Rs. 67,700-2,08,700)	
5.	Manager (Land Acquisition & Coord.)	15	Pay Matrix Level-11 (Rs. 67,700-2,08,700)	
6.	Manager (Legal)	01	Pay Matrix Level-11 (Rs. 67,700-2,08,700)	
7.	Manager (HR/ Vigilance)	03	Pay Matrix Level-11 (Rs. 67,700-2,08,700)	
8.	Deputy Manager (T/P)	58	Pay Matrix Level-10 (Rs. 56,100-1,77,500)	
9.	Deputy Manager (HR)	01	Pay Matrix Level-10 (Rs. 56,100-1,77,500)	
10.	Députy Manager (Finance)	06	Pay Matrix Level-10 (Rs. 56,100-1,77,500)	
11.	Assistant Manager (HR)	03	Pay Matrix Level-8 (Rs. 47,600-1,51,100/-)	
12.	Assistant Manager (Finance)	13	Pay Matrix Level-8 (Rs. 47,600-1,51,100/-)	
13.	Junior Manager (Finance)	15	Pay Matrix Level-7 (Rs44,900-1,42,400)	
14.	Junior Manager (HR)	07	Pay Matrix Level-7 (Rs44,900-1,42,400)	
15.	Principal Private Secretary (at NHIDCL HQrs)	01	Pay Matrix Level-11 (Rs. 67,700-2,08700/-)	
16.	Personal Assistant (at NHIDCL HQrs)	07	Pay Matrix Level-7 of 7th CPC (Rs. 44,900-1,42,400/-)	



*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: <u>04 (Four) weeks from the date of publication of the advertisement in the Employment News. Date of Publication of the Advertisement in the Employment News shall be displayed on the NHIDCL Website www.nhidcl.com.</u>

For Eligibility Criteria and detailed Terms and Conditions please visit-NHIDCL Website www.nhidcl.com.

Applications shall have to be submitted only in on-line mode for which link has been posted on the NHIDCL website www.nhidcl.com. No applications in any other mode like By Hand or By Post or By E-mail shall be accepted under any circumstances.

NOTE 1: Crucial date for deciding eligibility criteria including age of a Candidate shall be the last date for submission of application.

NOTE 2: Candidate submitting application on Transfer on Deputation basis shall be required also to submit his/her application through proper channel. He/she will be allowed to appear in the interview, even if shortlisted for a post, only if his/her application is received through proper channel along with copies of ACRs/APARs for last five years, No Objection Certificate (NOC) and Vigilance Clearance (VC) from his/her parent organization.

NOTE 3: Retired Officer(s) who have served in the Government and satisfy the prescribed eligibility criteria, may also apply for the post on Contract basis provided he/she has not attained the age of 62 years as on the crucial date for submission of applications.

NOTE 4: Any change or amendment in this Vacancy Circular will be posted on the NHIDCL Website only.

NOTE 5: Incomplete applications or those received after the prescribed date shall be summarily rejected.

ELIGIBILITY CRITERIA AND TERMS & CONDITIONS FOR THE POST(S):-

(i) The details of Educational Qualifications, Eligibility criterion and required Experience are given below:-

SI. No.	Name of the Educational Qualifications Post		Eligibility criterion and required Experience	
	1	2	3	
1.	General Manager (LA & Coord.)	Age:- Not exceeding 56 years. Essential Educational Qualification and Experience:- (i)Degree from a recognized University/ Institute; and (ii)14 years' experience in the Pay Level-10 (pre revised Pay	(i)holding analogous post on regular basis in the pay Pay Level-13 (pre revised Pay Band-4 (Rs.37,400-67,000) with Grade Pay Rs.8700/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/department; or (ii)with five years' service in the grade rendered after appointment thereto on a regular basis in posts in	
		Scale of Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) or equivalent or higher out of which at least <u>five</u> <u>years</u> experience in handling land acquisition and revenue matters.	the Pay Level-12 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.7600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the essential educational qualifications and experience stipulated in column 2.	
2.	Deputy General Manager (T/P)	Age:- Not exceeding 56 years. Essential Educational Qualification & Experience:- (i)Degree in Civil Engineering from a recognized University / Institute; and (ii) 09 years' experience in posts carrying the Pay Scale in Pay Level-10 (Rs.56,100- 1,77,500) (pre revised Pay	(i)holding analogous post on regular basis in the Pay Level-12 (pre revised of Pay Band-3 Rs.15600-39100 with Grade Pay Rs.7600/-) in CDA pattern or equivalent in the IDA pattern in the parent cadre/ department; or (ii)with 05 years' service in the grade rendered after appointment thereto on regular basis in the posts in Pay Level-11 (pre revised Pay Band-3, Rs.15600- 39100 with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the	
		Band-3, Rs.15,600-39,100 with Grade Pay Rs.5400/-) or equivalent or higher out of which 06 years' experience in the field of Highways, Roads, Tunnels and Bridges.	parent cadre/ department; and Possessing the essential educational qualifications and essential experience stipulated in Column 2.	



J.	(Land	Essential Educational	basis in the Pay Level-11 (pre revised Pay Band-3 (Rs.15,600-
5.	Manager	Age:- Not exceeding 56 years.	Rs.4800/-) or equivalent pay scale. and Possessing essential educational qualification and essential experience stipulated in Column 2. (i)holding analogous post on regular
	(T/P)	Essential Educational Qualification & Experience:- (i)Degree in Civil Engineering from a recognized University / Institute; and (ii) 04 years 'experience in posts carrying the Pay Scale in Pay Level-10 (Rs.56,100-1,77,500) (pre revised Pay Band-3, Rs.15,600 -39,100 with Grade Pay Rs.5400/-) or equivalent or higher out of which 03 years' experience in the field of Highways, Roads, Tunnels and Bridges.	basis in the Pay Level-11 (pre revised Pay Band-3, Rs.15600-39100 with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/department; or (ii)with 05 years' service in the grade rendered after appointment thereto on regular basis in the posts in the Pay Level -10 (pre revised Pay Band-3, Rs.15600-39100 with Grade Pay Rs.5400/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; or (iii)with 08 years' service in the grade rendered after appointment thereto on regular basis in the posts in Pay Level-8 (pre revised Pay Band-2, Rs.9300-34800 with Grade Pay
4.	General Manager (Land Acquisition & Coord.)	Essential Educational Qualification and Experience:- (i)Degree from a recognized University/ Institute; and (ii) 9 years' experience in posts carrying the Pay Scale in Pay Level-10 (pre revised Pay Scale of Pay Band-3 (Rs.15,600- 39,100) with Grade Pay Rs.5400/-) or equivalent or higher out of which at least <u>five</u> years experience in handling land acquisition and revenue matters	basis in the Pay Level-12 (pre revised of Pay Band-3 (Rs.15600-39100) with Grade Pay Rs.7600/-) in CDA pattern or equivalent in the IDA pattern in the parent cadre/ department; or (ii) with five years' service in the grade rendered after appointment thereto on regular basis in the posts in Pay Level-11 (pre revised Pay Band-3 (Rs.15600-39100) with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the essential educational qualifications and essential experience stipulated in Column 2.
٥.	Deputy General	Age:- Not exceeding 56 years.	(i)holding analogous post on regularist in the Pay Level-12 (pre revis

Acquisition & Qualification & Experience:-39,100) with Grade Pay Rs.6,600/-) Coord.) in CDA pattern or equivalent pay (i)Degree from a recognized scale in IDA pattern in the parent University/ Institute; cadre/ department; and (ii) with five years' service in the (ii) Three years' experience in posts carrying the Pay Scale in grade rendered after appointment Pay Level-10 (pre revised Pay thereto on a regular basis in posts Scale of Pay Band-3 in the Pay Level-10 (pre revised PB-3 (Rs.15,600-39,100) with (Rs.15600-39100) with Grade Pay Grade Pay Rs.5400/-) or Rs.5400/-) in CDA pattern equivalent or higher out of equivalent pay scale in IDA pattern which at least three years in the parent cadre/ department; experience in handling land and acquisition and revenue Possessing the educational matters. qualifications experience and stipulated in column 7. 6. Manager Age: - Not exceeding 56 years. (i)holding analogous post on regular (Legal) basis in the Pay Level-11 (pre revised Essential Educational Pay Band-3 (Rs.15,600-39,100) with Qualification & Experience:-Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the (i)Degree in Law from a parent cadre/ department; recognized University /Institute; (ii) with five years' service in the grade rendered after appointment and (ii)5 years experience in the thereto on a regular basis in posts in field of the Pay Level-10 [Pay Band-3 law related matters/ contractual (Rs.15,600-39,100) with Grade Pay arbitration / legislative Rs.5400/-] in CDA pattern or matters /land acquisition. equivalent in IDA pattern in the parent cadre/ department; (iii) with eight years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-8 (pre revised Pay Band-2 (Rs.9300-34,800) with Grade Pay Rs.4800-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the essential educational qualifications and essential experience stipulated in column 2.

7.	Manager (HR/ (Vigilance)	Age:- Not exceeding 56 years Essential Educational Qualification and Experience:-	(i)holding analogous post on regular basis in the Pay Level-11 (pre revised Pay Band-3 (Rs.15,600- 39,100) with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;
	;	Degree from a recognised University or Institute. Desirable:- (i) Degree in Law OR (ii)Master in Business Administration OR	(ii)with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-10 (pre revised Pay Band- 3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; or (iii)with eight years' service in the
		(iii)Post graduate Diploma in Public Administration. AND At least four years experience in Administration / Establishment/ Human Resource/Personnel Management/ Vigilance	grade rendered after appointment thereto on a regular basis in posts in the Pay Level-8 (pre revised Pay Band-2 (Rs.9300-34,800) with Grade Pay Rs.4800/- or above) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the essential educational qualifications and essential experience stipulated in column 2.
8.	Deputy Manager (HR)	Age:- Not exceeding 56 years. Essential Educational Qualification:- (i)Degree of a recognized University /Institute;	From officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies:-
	*	Essential Experience: At least four years' experienc e in Administration/Establishm ent/Human Resource/ Personn el Management	(i) holding analogous post on regular basis in the Pay Level-10 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/department; or (ii) with two years' service in the grade rendered after appointment
			thereto on a regular basis in posts in the Pay Level-8 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4800/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and (iii) Possessing the essential educational qualification and experience stipulated in column 2.

9.	Deputy Manager	Age:- Not exceeding 56 years	(i)holding analogues post on regular basis in the Pay Level-10 (pre-
	(T/P)	Essential Educational	revised Pay Band-3, Rs.15,600 -
		Qualification and	39,100 with Grade Pay Rs.5400/-) in
		Experience:-	CDA pattern or equivalent in IDA
		zxperrence.	pattern.
		(i)Degree/Diploma in Civil	
		Engineering from a recognized	(ii)with 04 years' service in the grade
		University / Institute.	rendered after appointment thereto
		Section decomposes, it is an exercise to	on a regular basis in posts in the Pay
			Level-8 (pre revised Pay Band-2,
			Rs.9300- 34800 with Grade Pay
			Rs.4800/-) in CDA pattern or
			equivalent in IDA pattern in the
			parent cadre/department and
			possessing educational qualification.
10.	Deputy	Age:- Not exceeding 56 years.	(i) Holding analogous post on regular
	Manager		basis in the Pay Level-10 (Pre-
	(Fin.)	Essential Educational	revised Pay Band-3, Rs.15,600-
		Qualification and Experience:-	39,100/- with Grade Pay Rs.5400/-) in CDA pattern or equivalent in IDA
		Quantitation and Experience.	pattern in the parent cadre/
		(i) ICAI/ ICWAI/ MBA(Finance)	department;
		from a recognized University	or
		Institute; with four years post	(ii)with four years' service in the
		qualification experience out	grade rendered after appointment
		of which atleast <i>two</i> years experience of handling	thereto on a regular basis in posts in the Pay Level-8, (Pre-revised Pay
		finance and accounts matter.	Band-2, Rs.9,300-34,800/- with
		and Asserting Committee of the Committee	Grade Pay Rs.4800/-) in CDA pattern
		or	or equivalent in IDA pattern in the
			parent cadre/ department;
		Member of any organized Group -'A' Finance/Accounts related S	and
		ervice of the Central Govt. or o	Possessing the essential educational
		f the State Govt.	qualifications and experience
			stipulated in column 2.
11.	Assistant	Age:- Not exceeding 56 years.	(i)holding analogous post on regular
	Manager (HR)		basis in the Pay Level-8 (pre revised
		Essential Educational Qualification:-	Pay Band-2 (Rs.9,300-34,800) with
		Qualification:-	Grade Pay Rs.4800/-) in CDA pattern or equivalent in IDA pattern
		(i)Degree of a recognized	in the parent cadre/ department;
		University /Institute ;	or
			(ii)with two years' service in the
		(ii)At least three years	grade rendered after appointment
		experience in Administration/	thereto on a regular basis in posts in
		Establishment/Human	the Pay Level-7 (pre revised Pay
		Resource/Personnel	Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4600/-) in CDA pattern or
		Management.	equivalent in IDA pattern in the
			parent cadre/ department;
			and
	*		(iii) Possessing the educational

			qualification and experience
			stipulated in column 2.
13.	Assistant Manager (Finance)	Age:- Not exceeding 56 years. Essential Educational Qualification:- (i)ICAI / ICWAI / MBA (Finance) from a recognized University/ Institute; or (ii) Member of any organized Finance /Accounts related Service of the Central Government or of the State Government; Essential Experience:- At least 4 years' experience in financial Accounting/Budgeting /Internal Audit/ Contract Mana gement/ Fund Management/Di sbursement in Central Government or State Governments or Un ion Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies. Age:- Not exceeding 56 years.	(i)Holding analogous post on regular basis in the Pay Level-8 (Pre revised Pay Band-2, Rs.9,300-34,800/- with Grade Pay Rs.4800/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; or (ii)with two years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-7 (pre revised Pay Band-2, Rs.9,300-34,800/- with Grade Pay Rs.4600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the essential educational qualifications and experience stipulated in column 2.
15.	Manager (Finance)	Essential Educational Qualification:- (i)Bachelor Degree in Commerce/ Accounts or (ii) Passsed Intermediate examination of ICAI/ICWAI.	(i)Holding analogous post on regular basis in the Pay Level-7 (Pre revised Pay Band-2, Rs.9,300-34,800 with Grade Pay Rs.4600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; or (iii)with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-6 (pre revised Pay Band-2, Rs.9,300-34,800/- with Grade Pay Rs.4200/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the essential educational qualifications.
14.	Junior Manager	Age:- Not exceeding 56 years.	(i)holding analogous post on regular basis in the Pay Level-7 (pre revised
	(HR)	Essential Educational Qualification and Experience:-	Pay Band-2 (Rs.9,300-34,800)with Grade Pay Rs.4600/-) in CDA pattern or equivalent in IDA pattern in the
		(i)Degree of a recognized University /Institute	parent cadre/ department; or (ii)with five years' service in the grade rendered after appointment



			thereto on a regular basis in posts in the Pay Level-6 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4200/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; and Possessing the educational qualifications.
15.	Principal Private Secretary	Age:- Not exceeding 56 years. Educational qualification: (i) Graduation or equivalent from a recognized University / Institute;	(i)holding analogous post on regular basis in the Pay Level-11 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; or
	×.	and (ii)Dictation of 10 minutes at the speed of 100 words per minute in Shorthand (English/Hindi) and transcription time (on computer only) is 50 minutes for English and 65 minutes for Hindi.	(ii) with five years' service in the grade rendered after appointment thereto on a regular basis in the Pay Level-10 (pre revised Pay Band-3 Rs.15,600-39,100 with Grade Pay Rs.5400/-) (in CDA pattern) or equivalent in IDA pattern in the parent cadre/ department.
16.	Personal Assistant	Age:- Not exceeding 56 years. Educational qualification: (i) Graduation or equivalent from a recognized University / Institute;	(i)holding analogous post on regular basis in the Pay Level-7 (pre revised PB-2 (Rs.9300-34,800) with Grade Pay of Rs.4600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department; or (ii)with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-6 (pre revised Pay Band-2 (Rs.5200-34800) with Grade Pay of Rs.4200/-) in CDA pattern equivalent in IDA pattern in the parent cadre/ department.

- (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 initial period of Deputation shall be three (03) years, which can be extended further up to the permissible limit, with the approval of the Competent Authority.
- (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/ NHIDCL policy, as amended from time to time.



(5) 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 Remunerati on proposed to be offered
	A	В	С	D
General Manager		48000	12,310	
Dy. General Manager		35,000	7,880	
Manager /Principal		31,000	6,770	
Private Secretary	Actual based on			
Deputy Manager	PPO /LPC	27,000	5,310	A+B+C
Assistant Manager		19,000	4,700	
Junior Manager/ Personal Assistant		15,000	3,540	

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

- (6) An Annual increase of 5% of the pay drawn in NHIDCL on 1st July rounded off to next hundred rupees shall be granted to the Officers engaged on Contract basis on completion of at least 6 months of Contract service as on 1st July provided the Pay so raised and the Pension put together does not exceed the maximum of the Pay Level of the post concerned, or Rs. 224000/- per month, whichever is lower.
- (7) In the case of Serving Officers, their application should be forwarded through proper channel by the parent Office/ Organization, along with 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 Authorized Officer i.e. Head of Office.
 - (iii) Certified 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, the Pension Payment Orders (PPO), if borne on the pensionable service, and Summary of ACRs/APARs for the last five years should be attached/uploaded with the Application failing which his/her Application shall not be entertained.
- (9) Applications of those Officers who were serving in NHIDCL on Deputation/ Contract and were dis-engaged pre-mature by NHIDCL or they left NHIDCL at their own choice since last two years, shall not be considered.
- (10) Applications of the Candidates who were given offer of appointment/ engagement on Deputation/ Contract during last two years but did not join, will not be given preference.
- (11) 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.
- (12) Incomplete applications or those received after the last date for submission of application shall be summarily rejected.
- (13) 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.



Page 10 of 11

- (14) All these 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, etc. should apply.
- (15) The Advertisement can be withdrawn at any time at the discretion of the Competent Authority without assigning any reasons there for.
- (16) Eligible Candidate(s) who are willing to serve in NHIDCL may submit their application(s) in Online mode at the link available at the NHIDCL Website www.nhidcl.com along with a photograph, signature and summary of APARs/ACRs for last 05 years, within 04 (Four) weeks from the date of publication of the advertisement in the Employment News after which the said link shall stand disabled.

Col Vivek Jain (Retd.) Dy, General Manager (HR)