

File No. 263718

email: recruitment.nhidcl@nhidcl.com

RECRUITMENT NOTICE No. 02/2026

National Highways and Infrastructure Development Corporation Limited (NHIDCL), a CPSE established in 2014 under the aegis of Ministry of Road Transport and Highways, having its area of operations in North Eastern States, West Bengal, Andaman & Nicobar Islands, Uttarakhand, Jammu & Kashmir, Ladakh and Himachal Pradesh invites applications in online mode from eligible candidates for recruitment to 15 posts of Deputy Manager (Finance & Accounts) in E2 Grade of IDA pay scale by Direct Recruitment as per details of eligibility conditions, selection procedure, placement, etc. as under:

Name of Post/Scale of Pay (IDA)/No. of Vacancies	Upper Age Limit as on closing date of application	Essential Qualification & Eligibility Criteria	Brief Job Responsibilities															
<p>Deputy Manager (Finance & Accounts Cadre)</p> <p>IDA Pay Scale – Rs.50,000-3%-1,60,000</p> <table border="1"><tr><td>UR</td><td>SC</td><td>ST</td><td>OBC</td><td>EWS</td><td>Total</td></tr><tr><td>08</td><td>02</td><td>01</td><td>03</td><td>01</td><td>15*</td></tr></table> <p>*01 posts out of 15 posts are horizontally reserved for PwBDs as under :-</p> <table border="1"><tr><td>(i)</td><td>Blindness and Low Vision</td><td>01 post - Cat- A</td></tr></table>	UR	SC	ST	OBC	EWS	Total	08	02	01	03	01	15*	(i)	Blindness and Low Vision	01 post - Cat- A	<p>Not exceeding 34 Years (age relaxation for reserved categories as per Paragraph-4 below)</p>	<p>CA/CMA/M.Com/ MBA (finance) or equivalent</p>	<p>Preparation, Monitoring, reappropriation of Capital and Revenue Budgets; Project financing including the knowledge & application of IRR & NPV; Costing of the projects & preparation of the Cost Sheets; Treasury Management; Management of Bank Guarantees/E-Bank Guarantees/Insurance Surety Bonds/FDRs or other such Instruments; Financial Concurrence of the proposals & Contract Management; Works & Establishment Payment;</p>
UR	SC	ST	OBC	EWS	Total													
08	02	01	03	01	15*													
(i)	Blindness and Low Vision	01 post - Cat- A																

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			Preparation of financial statements as per Ind AS; Compliance to Internal Finance Controls; MIS Reports to Management, Monthly, Quarterly & Annually; Taxation- Direct & Indirect Taxes, and Coordination with the various auditors.
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2. Allowances and other benefits: In addition to the pay; allowances & other perks will be as per NHIDCL rules.

3. ELIGIBILITY:

- i. Candidates must meet the essential educational qualification, age criteria, and selection requirements as specified above and as given in succeeding paragraphs.
- ii. Candidate must be an Indian Citizen or a subject of Nepal/Bhutan.
- iii. Candidate must have qualified CA/CMA/M.Com/MBA (finance) or equivalent.
- iv. Valid Protected / Reserved Category certificate for availing the benefits of reservation/Age Relaxation.

4. AGE RELAXATION: Age relaxations shall be available for specific categories as under:

- i. 5 years for Scheduled Caste/Scheduled Tribe candidates and 3 years for Other Backward Classes (NCL).
- ii. 15 years for Persons with Benchmark Disabilities (PwBD) from SC/ST, and 13 years for those from OBC (NCL), 10 years for UR/EWS.
- iii. 5 years for Ex-servicemen who have rendered at least five years of military services and have been released:
 - a. On completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency; or
 - b. On account of physical disability attributable to military service or on invalidment.

c. Ex-Serviceman Candidates are required to produce discharge certificate for availing Age relaxation.

5. ELIGIBILITY FOR AVAILING RESERVATION:

- i. To avail community reservation, candidates must belong to a caste listed in the Central Government's reserved communities list. Candidates would be required to submit valid SC/ST/OBC (NCL)/EWS/PwBD certificates at the time of document verification
- ii. PwBD category reservation will be limited to under mentioned disabilities: -
Cat (a). Blindness and Low Vision
- iii. Functional requirements for PwBDs Categories are: - Sitting (S) , Bending (BN), Manipulation with Fingers (MF), Reading & Writing (RW), Seeing (SE), Communication (C)

6. PROCEDURE FOR APPLYING

- i. Candidates fulfilling the eligibility criteria must apply on NHIDCL's website in the Recruitment Section. **(Careers- Current Vacancies/ Recruitment Portal)**
- ii. All the documents being uploaded as specified in the online application must be legible and valid.
- iii. The "Application Acknowledgement" and supporting documents must be retained by candidates for verification to be done prior to offer of appointment.
- iv. Candidates should provide correct, active email addresses for all correspondence(s), as NHIDCL will communicate solely via email.
- v. Applicants must ensure that their Name and DOB are entered exactly as they appear on records during portal registration..

7. IMPORTANT DATES:

- i. Opening date of Online Application: 28th February, 2026 (10:00 AM)
- ii. Last Date for Submission of application: 27th March, 2026 (05:00 PM)
- iii. Crucial date for determination of age shall be the closing date prescribed for the receipt of Online application.
- iv. Candidates are advised to regularly check the NHIDCL website for updates/addendum/abatement/corrigendum etc..
- v. The procedure, exam centres and dates of Selection tests & Interview etc. will be intimated through a Public Notification on NHIDCL portal only.

8. SELECTION PROCEDURE

(a) The selection tests shall be conducted by NHIDCL or an Agency / Agencies nominated by NHIDCL, through a two stage process as under:-

(i) **Stage 1: Eligibility Test** — This shall be a multiple-choice questions-based test. For the purpose of screening candidates, this test shall examine traits of applicants such as general awareness, analytical ability, aptitude, logical ability.

(ii) **Stage 2: Selection Test — Specific Written Test** - The applicants who qualify the Eligibility Test as above, shall be eligible to take a Specific Written Test.

(iii) On basis of above, Merit list shall be prepared, candidates securing equal marks, will be selected in chronological order of their DOB. If date of births of the candidates are the same, their selection will be in alphabetical order of their first names as it appears in their 10th Certificate.

(iv) Syllabus for Eligibility and Selection test : The detailed syllabus is available on NHIDCL website (Careers)

9. PREPARATION OF MERIT LIST

- i. A list of selected candidates in order of merit shall be prepared by the Selection Committee(s)/Recruitment Authority. Such list shall be suitably communicated and/or notified by the Company in the company's website as per provisions contained in NHIDCL Cadre rules.

10. PLACEMENT (Allocation to State Groups)

- i. Selected candidates may be posted anywhere in India or outside. NHIDCL at present operates through 14 Regional Offices in different states/UTs with its Corporate Headquarter at New Delhi. These States/UTs have been divided into four (4) State Groups as under:

State Group-1 : Assam, Manipur & Nagaland

State Group-2 : Arunachal Pradesh, Meghalaya & Mizoram

State Group-3 : Tripura, Sikkim, West Bengal (North Bengal) & Andaman and Nicobar Islands

State Group-4 : Jammu & Kashmir, Ladakh, Uttarakhand & Himachal Pradesh.



- ii. Selected Candidates would be allocated to HQ or a particular State Group on the principle of Merit-cum-Choice through a counselling session to be organized for the selected candidates. NHIDCL Cadre Rules, 2025; specifically Rule 6.5 and Rule 6.6 shall be referred to for more details.

11. MEDICAL FITNESS

- i. Candidates selected for the post must pass a medical test and obtain a medical fitness certificate from a **Medical Board** of the State/Central Government Hospital before offer of appointment is issued or before joining the Company.

12. PROBATION

- i. Selected candidates are required to undergo a two-year probation from date of joining, extendable based on circumstances for maximum of two years, one year at a time, as specified in the Appointment Letter.
- ii. Probationers may also be required to successfully complete mandatory training, if any, prescribed for confirmation.
- iii. During probation, the services may be terminated with notice, or the probationers may also resign with notice as specified in the Appointment Letter.

13. GENERAL INSTRUCTIONS

i. Selected candidates, before joining, shall be required to furnish a Non-transferable Service Bond for Rs. 5 Lakhs valid for two years on Non-Judicial stamp paper of Rs.100. The format of the bond shall be provided by the company.

ii. Candidates must ensure that they meet all eligibility criteria and possess essential qualification recognized by UGC/ICAI/ICMAI.

iii. Furnishing of inaccurate / wrong or incomplete and misleading information may lead to rejection of the candidature.

iv. Reserved category candidates applying for unreserved posts will not be eligible for any relaxations.

v. Name variations in certificates should be supported by such legal documents, as may be required under provisions of law / guidelines.

vi. Government/PSU candidates are required to submit NOC / relieving letter from their current organizations at the time of document verification prior to offer of appointment. No pay protection or past service benefits shall be provided to such candidates on joining.

- vii. Number of vacancies may increase or decrease based on NHIDCL requirements.
- viii. NHIDCL at any stage may cancel the advertisement or selection process without assigning any reasons thereof.
- ix. Candidates must keep their email ID active for one year, no change in the email ID would be allowed.
- x. Corrigendum/addendum/errata/updates will be posted only on NHIDCL's website at www.nhidcl.com under the heading "Recruitment." (Careers - Current Vacancies)
- xi. Canvassing or external influence will disqualify the candidate from selection.
- xii. Candidates should avoid middlemen / recruitment agents / consultants and fraudulent job promises.
- xiii. All disputes are subject to Delhi High Court jurisdiction, with the English version prevailing for interpretation.
- xiv. All correspondence shall be made only via email at recruitment.nhidcl@nhidcl.com. Any other modes of correspondence shall not be valid.
- xv. All appointments in NHIDCL shall be subject to the successful completion of a background verification process (BGV). The BGV may inter alia include verification of the candidate's identity, address, educational and professional qualifications, character antecedents and any other information as deemed necessary by NHIDCL.
- xvi. If at any point in time, before or after the appointment, the outcome of the background verification is found to be unsatisfactory, NHIDCL reserves the right to withdraw or cancel the offer of employment/ appointment.
- xvii. The personal information collected during the verification process shall be handled in accordance with applicable privacy laws, rules, and NHIDCL's policies. It shall be used only for purpose of assessment and verification relevant to employment.
- xviii. For detailed information, candidates may refer to NHIDCL Cadre (Recruitment, Promotion & Seniority) Rules, 2025, which are available on the NHIDCL website. It may be noted that provisions of these rules shall apply and supersede any of the instructions given in this Recruitment Notice, if found to be contradictory.

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Date : February, 2026


General Manager (Recruitment)