

चंचल कुमार, भा.प्र.से.
Chanchal Kumar, IAS
प्रबंध निदेशक
Managing Director



75
आज़ादी का
अमृत महोत्सव



(भारत सरकार का उद्यम)

(A Government of India Enterprise)

DO No. NHIDCL/6(1)/Miscell.Recruitment/2023/HR

Dated: 15th February, 2023.

Dear Sir,

The National Highways & Infrastructure Development Corporation Limited (NHIDCL) has been set up as a Public Sector Undertaking under the Ministry of Road Transport & Highways to speed up the construction/ up-gradation and widening of National Highways in the North-Eastern Region, Jammu & Kashmir, Leh(Ladakh) and other strategic areas, which share International boundaries with neighboring countries. Vacancies in the sanctioned posts in NHIDCL are filled from amongst eligible and experienced Officers working in Central Government Ministries/ Departments, Central Public Sector Undertakings, State Government Departments and State Government Public Undertakings for 3-7 years on Deputation basis.

2. Presently, we are looking for efficient and dynamic serving Officers having experience in the field of Land Acquisition, Human Resources/ Establishment Matters, Finance / Accounts / Audit Matters in the various Departments, PSUs under State Governments, for their appointment against suitable posts in NHIDCL on Deputation basis. Details of all these posts alongwith number of vacancies and likely place of postings are given in the Annexure-I. Eligibility criteria and experience prescribed for appointment against these posts are also given in the Annexure-II.

3. I shall be grateful, if you could arrange to give wide publicity to all these posts of NHIDCL in various Departments of your State Government and forward application(s) of interested Officers who fulfill the eligibility criteria and whose services can be spared, in the Application Format enclosed, along with 'No Objection Certificate', 'Vigilance Clearance' and 'copies of APARs' for last five years, to NHIDCL at an early date.

With regards,

Yours sincerely,

(Chanchal Kumar)

Encl. As above.

Sh. Sanjeev Kaushal, IAS
Chief Secretary,
Government of Haryana,
4th Floor, Haryana Civil Secretariat,
Sector-1, Chandigarh
Email: cs@hry.nic.in

Services-II Branch
Diary No. 22761
Date 21/02/23

राष्ट्रीय राजमार्ग एवं अवसंरचना विकास निगम लिमिटेड, सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार
राष्ट्रीय तल, पीटीआई बिल्डिंग, 4, संसद मार्ग, नई दिल्ली-110001

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Annexure-I

Details of Posts proposed to be filled up on Deputation in NHIDCL

Sl. No.	Name of the Posts	Pay Level (7 th CPC Pay Scales)	No. of vacancies	Likely place of postings
1.	General Manager (Land Acquisition & Coordination)	Level-13	07	Capital Cities of all the North Eastern States of India, Jammu, Srinagar (J&K), Andaman & Nicobar Islands, Dehradun and NHIDCL Hqrs, New Delhi.
2.	Dy. General Manager (Land Acquisition & Coordination)	Level-12	13	
3.	Manager (Land Acquisition & Coordination)	Level-11	18	
4.	Deputy General Manager (Finance)	Level-12	02	
5.	Manager (Finance)	Level-11	02	
6.	Dy. Manager (Finance)	Level-10	08	
7.	Assistant Manager (Finance)	Level-08	15	
8.	Junior Manager (Finance)	Level-07	04	
9.	Dy. Manager (HR)	Level-10	02	
10.	Assistant Manager (HR)	Level-08	02	
11.	Junior Manager (HR)	Level-07	12	

ELIGIBILITY CRITERIA, EXPERIENCE ETC. PRESCRIBED FOR VARIOUS POSTS IN NHIDCL1. Name of the Post: General Manager (Land Acquisition & Coord.) (Pay Level-13)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	Essential Educational Qualification & Experience:- (i) Degree from a recognized University/ Institute; and (ii) 14 years' experience in the 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 five years experience in handling land acquisition and revenue matters.	By Deputation: From officers under the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations or other Government Bodies:- (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 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.

3. Name of the Post: Manager (Land Acquisition & Coord.) (Pay Level-11)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	Essential Educational Qualification & Experience:- (i) Degree from a recognized University/ Institute; and (ii) Minimum 03 years experience in Pay Level-10 (pre-revised Pay Band-3 (Rs.15,600-39,100 with Grade Pay Rs.5400/-) in CDA pattern or equivalent pay scale in IDA pattern, in handling land acquisition and revenue matters.	By Deputation: 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 :- (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.6,600/-) in CDA pattern or equivalent pay scale in IDA pattern in the parent cadre/ department; Or (ii) with 05 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 PB-3 Rs.15,600-39,100 with Grade Pay Rs.5400) in CDA pattern or equivalent pay scale in IDA pattern in the parent cadre/ department. and Possessing the educational qualifications and experience stipulated in column 2.

5. Name of the Post: Manager (Finance) (Pay Level-11)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	Essential Educational Qualification and Experience:- (i) ICAI/ICWAI/MBA (Finance) from a recognized University / Institute; or (ii) Member of any organized Group-'A' Finance/ Accounts related Service of the Central Government or of the State Government and 5 years' experience in the Pay Level-10 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) or equivalent or higher and have 4 years' experience in Financial Accounting/ Budgeting /Internal Audit/Contract Management/Fund Management/Disbursement in an organization of repute.	By Deputation: 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:- (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 (ii) with five years' service in the grade rendered after appointment thereto on a regular basis in 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; and Possessing the essential educational qualifications and experience stipulated in column 2.

7. Name of the Post: Assistant Manager (Finance) (Pay Level-08)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
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 Management/ Fund Management/Disbursement in Central Government or State Governments or Union Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies.	By Deputation: From officers under the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies:- (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. or

9. Name of the Post: Deputy Manager (HR) (Pay Level-10)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	Essential Educational Qualification:- (i) Degree of a recognized University / Institute ; Essential Experience At least four years experience in Administration/ Establishment/ Human Resource/ Personnel Management	By Deputation: 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 with at least four years experience in Administration/ Establishment/ Human Resource/ Personnel 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 Possessing the essential educational qualifications stipulated in column 2.

11. Name of the Post: Junior Manager (HR) (Pay Level-07)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	Essential Educational Qualification :- (i) Degree of a recognized University / Institute	<u>By Deputation:</u> From officer under the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies with at least three years experience in Administration/ Establishment / Human Resource / Personnel Management. (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 (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 stipulated in column 2.

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 Indian : _____
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/ release from
Parent Department : _____
6. Permanent Address (with PIN code) : _____
7. Address for Correspondence
(with PIN code) : _____
8. E-mail 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

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/ SSCO or Ad-hoc/ 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: _____

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: _____

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 Scale/ 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 to the post of _____ on Deputation in 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 years are enclosed herewith.

Date:

Place:

Signature
Head of Office/Department