

NATIONAL HIGHWAYS AUTHORITY OF INDIA

**(Ministry of Road Transport & Highways)
Department of Road Transport & Highways**

National Highways Authority of India (NHAI) invites applications from the officers of Central / State Government Departments / Organizations / Autonomous Bodies/Public Sector Undertakings for appointment **on deputation basis / direct recruitment through lateral entry** to the following posts. The period of deputation will be five years, which may be extended or curtailed at the discretion of the Competent Authority. The number of vacancies may increase or decrease as per requirement of the Authority:

1. General Manager (Tech)
Pay Scale: Rs. 37400-67000/- + Grade Pay of Rs. 8700/- (with Central DA)
 - i). No. of posts: 12 - on deputation basis
 - ii). No. of pots: 04 - on direct recruitment through lateral entry
2. General Manager (Finance & Accounts) – No. of post: 02 (on deputation basis)
Pay Scale: Rs. 37400-67000/- + Grade Pay of Rs. 8700/- (with Central DA)

DETAILS OF ELIGIBILITY CONDITIONS

1. General Manager (Technical)

Educational Qualification

Essential

Degree in Civil Engineering from a reputed institution of Technology or a recognized university

Desirable

Post Graduate Degree in Civil Engineering in the field(s) relating to Highway Engineering and/or Post Graduate Degree in Management/MBA from an Institute of repute.

Experience

Essential

- (i). Candidates already on the panel of Director in the Govt. of India and having the educational qualification stipulated above or from candidates holding analogous posts in a Central/State Govt. Deptt., Autonomous Body/Public Sector Undertaking or with 3 years regular service in the pay band of Rs. 15600-39100/- + Grade Pay of Rs. 7600/- or equivalent in the organization
- (ii). For officers of State PWDs, State Government Deptt, Autonomous Bodies/PSUs and other organizations under State Government:
 - a). Officer should have completed 20 years service in the level of AE and above
 - b). The officer should have worked for at least 6 years as Executive Engineer on a regular basis, and
 - c). The officer should have put in at least 10 years experience in Highways/Roads/Bridges during his career.
- (iii). Should have put in at least 12 years service in a responsible senior position in a Government Department/Public Sector Undertaking/Commercial Organization of repute and should be working in an analogous post or the post next below or equivalent for at least 3 years on regular basis

Desirable

Should be well versed in the field of Highways/Bridge Engineering dealing with planning, pre-qualification of consultants and contractors; Financial Appraisal of Projects; Detailed Designing, Techno Financial reviews; evaluation of tenders; contract management, monitoring, liaison with major construction agencies/Govt. Bodies; performance appraisal of major highways/bridge projects.

2. General Manager (Finance & Accounts)

Educational Qualification

- i). Degree of a recognized University.
- ii). Professional qualifications such as: (a) final exam of the Institute of Chartered Accountant of India or (b) Final exam of the Institute of Cost and Works Accountant of India OR (c) Degree in Business Management with Finance as the major subject OR (d) Member of any organized Accounts Service of the Central Government.

Experience

- i). Candidates empanelled for Director in the Govt. of India and having the professional qualifications stipulated above and holding an analogous post in a Central / State Government Department or Autonomous body or Public Sector undertaking, or with 04 years regular service in the scale of Pay band of Rs. 15600-39100/- + Grade Pay of Rs. 7600/- or equivalent.
- ii). At least 12 years service in a responsible position in the finance / accounts department related to major infrastructural project of the Govt. of India or a Govt. Undertaking or an Autonomous Body or a commercial organization of repute.

Desirable

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.

Interested and eligible candidates may apply in the format indicated below:-

**APPLICATION FOR THE POST OF _____ ON DEPUTATION BASIS
/ DIRECT RECRUITMENT THROUGH LATERAL ENTRY**

1. Name of the Candidate : _____
2. Father's/Husband's Name : _____
3. Date of Birth (in dd/mm/yyyy format) : _____
4. Permanent Address (with PIN code) : _____
5. Address for Correspondence (with PIN code): _____
6. Phone Numbers (Office, Residence & Mobile) alongwith Fax Number, if any : _____
7. Religion : _____
8. Whether belonging to SC/ST/OBC : _____
9. Details of Educational Qualifications from Matriculation onwards:

| | | | | | |
|--|--|--|--|--|--|
| a. Examination passed | | | | | |
| b. Year of passing | | | | | |
| c. Name of College/ Institute | | | | | |
| d. University/ Board | | | | | |
| e. Main subjects | | | | | |
| f. Total aggregate & percentage of marks obtained and division | | | | | |

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

| | | | | | |
|--|------|--|--|--|--|
| a. Name of organization | | | | | |
| b. Post held with dates (in dd/mm/yyyy format) | | | | | |
| c. Whether on regular or adhoc or deputation or contract basis | | | | | |
| d. Period of tenure with dates (in dd/mm/yyyy format) | From | | | | |
| | To | | | | |
| e. Brief description of duties | | | | | |
| f. Scale of pay and current basic pay and total emoluments drawn (In case the pay scale under CDA pattern has been revised as per the 6 th CPC recommendations, please clearly indicate the Pay Band and the Grade Pay) | | | | | |
| g. Whether scale of pay is on CDA or IDA pattern | | | | | |
| h. Details of experience in the relevant field (with dates in dd/mm/yyyy format) | | | | | |

11. 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):

| | Qualifications/ Experience Required for the post | Qualifications/Experience possessed by the officer |
|------------------------------------|--|--|
| Essential Education Qualification: | | |
| Desirable Education Qualification: | | |
| Essential Experience: | | |
| Desirable Experience: | | |

12. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post : _____
13. Nature of present employment (i.e. Adhoc, temporary, deputation, ACP, permanent or contract basis) : _____
14. In case the present employment is held on deputation basis, please state
- (a) The date of initial appointment on deputation basis : _____
- (b) Period of appointment on deputation : _____
- (c) Name and address of the parent organization to which you belong : _____
- (d) Name of the post and pay scale with DA pattern held by you on regular basis. Date (in dd/mm/yyyy format) from when such post held may also be indicated (In case the pay scale under CDA pattern has been revised as per the 6th CPC recommendations, please clearly indicate the Pay Band and the Grade Pay) : _____
- (e) Whether the parent department is (a) Central Government (b) State Government (c) Central/ State Government Public Sector Undertaking (d) Central / State University (e) Central / State Autonomous Body: _____
15. Additional details about present employment. Please state whether working under (a) Central Government (b) State Government (c) Central/ State Government Public Sector Undertaking (d) Central / State University (e) Central / State Autonomous Body: _____
16. Whether the present pay scale in which you are working has been granted under Assured Career Progression Scheme (ACP) or any other similar scheme: _____
17. If working or belonging to the Public Sector Undertaking please indicate:
- a). The status of PSU. Whether Schedule A,B,C,D, etc.: _____
- b). The Grade in which you are working along with the pay scale: _____

c). Please indicate the grades along with pay scales which are above you upto the Board level:

18. Are you in a revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale alongwith the DA patten : _____

19. Age of retirement applicable in parent Department : _____

20. Your date of retirement in the parent department : _____

21. Contact details of the officer(s) in personnel/ HR/ Admn. Deptt. who could be contacted regarding the ACRs/ NOC / Vigilance clearance, etc. : Name : _____
: Designation: _____
: Address (with PIN code): _____
: Tel.No./ Fax No./ E-mail ID: _____

22. Details of computer knowledge: Language(s) known and application software used : _____

23. Whether applied earlier for the similar post in NHAI in the last one year if so, details of the post applied for, date of appointment & date of interview, if any

DECLARATION

I hereby solemnly declare and undertake that all information furnished by me are 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 thereof.

Date : _____

Signature : _____

Place: _____

VERIFICATION

(To be completed by the parent department)

It is certified that the particulars given by the candidate in his/her application, especially column No.09 & 10 regarding the educational qualification and details of relevant experience, have been verified from the service records and are true, correct and complete.

Date : _____

Signature : _____

Place : _____

Name : _____

Designation : _____

Address : _____

Tel.No. _____

Other conditions:

1. Age limit:
 - a). in respect of Direct Recruitment through Lateral Entry – 48 years
 - b). in respect of Deputation - **Candidates who are more than 56 years of age and those who are due to retire from their parent cadre within two years, as on closing date for receipt of application need not apply.**
2. The Department/Organization concerned while forwarding the application shall:
 - (a) enclose copies of Annual Confidential Reports for the last eight years along with a discipline/vigilance clearance certifying that no penalty is imposed against the officer for last eight years.
 - (b) certify that the particulars given by the candidates in their application especially column No. 9 & No. 10 regarding the details of educational qualification and relevant experience have been verified from the service records and are true, correct and complete for post applied for.
 - (c) Certify the position/status of the applicant in the hierarchical structure of the organization along with respective pay scales
3. Applications not submitted strictly in the prescribed format or incomplete in any respect specially with details of pay scales shall be liable for summary rejection.
4. **Candidate applying for more than one post should submit separate application for each post, failing which the applications will be considered only for the first post indicated in the application.**
5. 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/called for interview.
6. The posts carry all India service liability. Therefore, only those who are willing to serve anywhere in India may apply.
7. Regular employees of NHAI, who fulfill the eligibility conditions prescribed for promotion for internal candidates in the advertisement as per the Regulations as on the last date for receipt of applications, may also apply. In case they are selected, their appointment will be on promotion basis.
8. Additional information for the candidates applying by direct recruitment through lateral entry:
 - a). As per the NHAI Regulations, for direct recruitment through lateral entry, experience gained in NHAI shall be given weightage in the selection of candidates
 - b). In the case of an officer or employee who is, or has been, on deputation to NHAI, the age limit prescribed for direct recruitment shall be increased by the number of years such officer or employee has served NHAI, subject to the condition that the age limit so increased shall not be more than 56 years of age as on 1st January of the years in which such officer or employee is being considered for direct recruitment through lateral entry i.e. 01.01.2009 for this cycle of recruitment.

- c). The appointment made by the method of direct recruitment through lateral entry shall be effected in compliance of the extant Reservation Policy of the Government of India.
- d). The department / organization concerned while forwarding the application shall enclose a No Objection Certificate of the parent department for appointment in National Highways Authority of India on direct recruitment through lateral entry.

Applications alongwith requisite information / documents stated in Para 1 above, may be sent by Registered/Speed Post, through proper channel wherever applicable, to the following address so as to reach latest by **10.11.2009**. This notice is also available on NHAI website: <http://www.nhai.org>.

Address for Communication:

**Manager (Admn)-RD
National Highways Authority of India,
G-5 & 6, Sector-10,
Dwarka, New Delhi-110 075
Tel.No.25074100 Extn.2517**