

National Highways InvIT Project Managers Private Limited

(A Wholly Owned Entity of NHAI)

Regd. Off.: G-5&6, Sector-10, Dwarka, New Delhi-110075

CIN: U45201DL2021GOI378178; Email Id: bmrao@nhai.org

National Highways InvIT Project Managers Private Limited (NHIPMPL) invites application for recruitment to the following posts (on Contract):-

Sr. No	Name of the posts	No. of posts	Location	Pay Band/ Salary	Method of Recruitment
1	Manager-Secretarial & Legal	01 (One)	Delhi	As per Organisation Standard	Contract*
2	Deputy Manager-Civil	02 (Two)	Anywhere in India	As per Organisation Standard	Contract*
3	Deputy Manager-Finance and Accounts	01 (One)	Delhi	As per Organisation Standard	Contract*

*The terms of employments are initially for a period of 3 years contract which may be extended for further period based on performance and mutual consent.

Details of Eligibility Conditions

Sr. No	Name of the posts	Age Limit	Educational Qualification & Experience
1	Manager-Secretarial & Legal	35	Member of Institute of Company Secretaries of India (ICSI) having minimum 4 years post-qualification experience with at least 2 years in Central/State Government/ Autonomous Body. Graduate in Law from Government recognized University. Preference shall be given to candidate who has completed Post Graduate in Commerce
2	Deputy Manager-Civil	35	BE/B. Tech-Civil Engineering from a recognized University/ Institute and having 3 years post qualification experience with at least 2 years in Highway Projects Preference shall be given to candidate who has completed Post Graduate in Civil Engineering.
3	Deputy Manager-Finance and Accounts	35	Member of Institute of Chartered Accountants of India (ICAI) or Member of Institute of Cost Accountants of India (CMA) having minimum 3 years post-qualification experience in Road Sector Company/Similar Industry. Preference shall be given to candidate who has completed Post Graduate in Commerce.

Remuneration and other benefits as per organisation standard and age not exceeding 35 years as on closing date of advertisement.

Kindly send your application in format attached as **Annexure-I** along with relevant documents/ mark sheets / experience certificate and current remuneration details at hr.nhipmpl@nhai.org with a subject line “**Application for (Name of Position)**”. Application without the subject line shall not be accepted.

We shall be accepting application for all the above positions till **30th November, 2022**.

Note: Corrigendum/Addendum/Cancellation to this advertisement, if any shall be published on NHAI website only.

**National Highways InvIT Project Managers Private Limited
(100 % SPV of NHAI)**

Annexure-I

Application Format

Application for the post of:.....

Sr. No	Particulars	Details
1.	Name of the Applicant	
2.	Father's Name	
3.	Date of Birth	
4.	Domicile	
5.	Nationality	
6.	Aadhar No.	
7.	Mailing Address	
8.	Permanent Address	

9. Educational Qualification (Graduation and Onwards):

Name of Degree	Year of Passing	University/ Institute	Percentage of Marks	Class Division

- (Enclose self-attested photo copy of relevant educational qualification and mark sheets)

10. Computer Proficiency:

Computer Filed	Excellent	Good	Average	Not Conversant
MS Word				
MS Excel				
MS Power Point				
Internet				

11. Work Experience:-

Name of the Employer (s)	Designation	Period of Service		Nature of duties performed in detail	Reasons for leaving service.
		From	To		

- (Enclose self-attested photo copy of relevant experience certificates)

12. Last drawn Salary.....

The information given above is true and correct to the best of my knowledge and belief.

Place:

Date:

(Signature)

(Name)

Note: Kindly send your application along with relevant documents / mark sheets / experience certificates and current remuneration details at hr.nhipmpl@nhai.org with a subject line “Application for (Name of Position)” before last date 30.11.2022.