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NATIONAL PROJECTS CONSTRUCTION CORPORATION LTD.
(A Govt. of India Enterprise)

Advt.No.NPCC/Regular/Civil/HR/IT/August/2017

NPCC Ltd., a schedule 'B' Premier Central Public Sector Enterprise engaged in Engineering Construction, Planning, Operation and Project Management Consultancy in the fields of industrial Infrastructure, Thermal, Hydroelectric, Tunnelling, Railways, Highways, Surface Transport, Townships, Buildings, Dams, Weirs, Barrages, Public Health, Environmental Engineering, River Development and Cleaning, Border Fencing, Flood Lightning Works etc. is in urgent need of following executives on **regular** basis at Corporate Office, Zonal Offices & Projects all over India & abroad :-

S.No	Name of the posts	Scale of pay	Educational/ Professional Qualification	Upper age limit (years) as on 31.08.2017	No. of tentative vacancies with breakup
1	Group General Manager (Civil)	E-7 (Rs. 43200-66000)IDA	Full time Bachelor degree in Civil Engineering or equivalent.	52 yrs.	Total – 3 vacancies: UR-3
2	General Manager (Civil)	E-6 (Rs. 36600-62000)IDA	Full time Bachelor degree in Civil Engineering or equivalent. Post Graduate Management will be Preferred.	50 yrs.	Total – 5 vacancies: UR-3 OBC-1 SC-1
3	General Manager (HR)	E-6 (Rs. 36600-62000)IDA	Full time MBA(HR) or equivalent qualification.	50 yrs.	Total – 1 vacancy: UR-1
4	Joint General Manager (Civil)	E-5(Rs. 32900-58000)IDA	Full time Bachelor degree in Civil Engineering or equivalent. Post Graduate Management Preferred.	48 yrs.	Total –10 vacancies : UR-5 OBC-2 SC-2 ST-1
5	Joint General Manager (HR)	E-5(Rs. 32900-58000)IDA	Full time MBA(HR) or equivalent qualification.	48 yrs.	Total –1 vacancy : UR-1
6	Dy. General Manager (Civil)	E-4 (Rs. 29100-54500)IDA	Full time Bachelor degree in Civil Engineering or equivalent . Post Graduate Management Preferred.	45 yrs.	Total – 15 vacancies: UR-8 OBC-4 SC-2 ST-1 [PWD-1 (UR/OBC/SC/ST) post reserved for PWD - Hearing impairment and locomotor disability or cerebral palsy]
7	Sr. Manager (Civil)	E-3 (Rs.24900-50500)IDA	Full time Bachelor degree in Civil Engineering . Post Graduate in Management preferred.	40 yrs.	Total– 20 vacancies : UR-10 OBC-4 SC-4 ST-2 [PWD-1 (UR/OBC/SC/ST) post reserved for PWD - Hearing impairment and locomotor disability or cerebral palsy]
8	Manager (IT)	E-2 (Rs.20600-46500)IDA	Full time Bachelor degree in Engg.(Computer Science /IT)/MCA .	35 yrs.	Total– 4 vacancies : UR-2 OBC-1 SC-1
9	Manager(HR)	E-2 (Rs.20600-46500)IDA	Full Time MBA (HR) or equivalent qualification.	35 yrs.	Total –15 vacancies : UR-8 OBC-4 SC-2 ST-1[PWD-1 (UR/OBC/SC/ST) post reserved for PWD - Hearing impairment and locomotor disability or cerebral palsy]
10	Dy. Manager(HR)	E-1 (Rs.16400-40500)IDA	Full time MBA(HR).	30 yrs.	Total –5 vacancies : UR-2 OBC-2 SC-1

For experience and other terms & conditions of appointment etc., please refer to NPCC [website:www.npcc.gov.in](http://www.npcc.gov.in). The last date of submission of application-30 days from the date of publication of advertisement in Employment News. Application may be sent to the following address:

The Group General Manager (HR),
NPCC Limited, Corporate Office,
Plot No. 148, Sector-44, Gurugram – 122003 (Haryana),
Tel. Ph. No. 0124-2385223.
Web Site – www.npcc.gov.in

Sd/-
Group General Manager(HR)



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NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED

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NPCC Ltd., a schedule ‘B’ Premier Central Public Sector Enterprise engaged in Engineering Construction, Planning, Operation and Project Management Consultancy in the fields of industrial Infrastructure, Thermal, Hydroelectric, Tunnelling, Railways, Highways, Surface Transport, Townships, Buildings, Dams, Weirs, Barrages, Public Health, Environmental Engineering, River Development and Cleaning, Border Fencing, Flood Lightning Works etc is in urgent need of dynamic and result oriented persons as executives on regular basis at NPCC offices and projects all over India and abroad, whose details are as under :-

Vacancies (Shortfall / Current)

Sl. No.	Post/ Scale of pay (IDA) / No. of tentative vacancies	Upper Age as on 31.08.2017	Essential Qualification	Essential Post Qualification Experience
1	Group General Manager (Civil) E-7 (Rs. 43200-66000) IDA Total – 3 vacancies <u>Breakup:</u> UR-3	52 years	Full time Bachelor degree in Civil Engineering or equivalent.	Candidate must have 20 years post qualification experience: i) if working on regular basis in PSU/Government , then out of 20 years :- a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 36600-62000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 32900-58000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-,

				<p>OR</p> <p>ii) if working on contract basis in PSU/Government, then out of 20 years:</p> <p>a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 36600-62000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 32900-58000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/- OR c) Drawing consolidated remuneration of Rs. 13.5 lacs. Per annum.</p> <p>OR otherwise,</p> <p>iii) Drawing minimum annual CTC of Rs. 13.5 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview (if shortlisted).</p> <p>The prospective candidate will be responsible for execution of project/works management of large construction projects in India and abroad and should shoulder the responsibility of Project Management and associated tasks such as material management/Quality control/ Productivity Management/ Financial Management. The candidate will also be responsible for Corporate Affairs, Business Development in India & abroad, Arbitration. Claims, Liaison with other department, Ministry. Candidate will have to handle independently planning and execution of wide range of civil/</p>
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				mechanical/electrical engineering projects.
2.	General Manager (Civil) E-6 (Rs. 36600-62000) IDA Total – 5 vacancies <u>Breakup:</u> UR-2 OBC-2 SC-1	50 years	Full time Bachelor degree in Civil Engineering or equivalent. Post Graduate Management will be preferred.	Candidate must have 18 years post qualification experience: i) if working on regular basis in PSU/Government , then out of 18 years :- a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 32900-58000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP- Rs. 7600/- OR ii) if working on contract basis in PSU/Government , then out of 18 years: a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 32900-58000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 7600/- OR c) Drawing consolidated remuneration of Rs. 12 lacs. Per annum. OR otherwise, iii) Drawing minimum annual CTC of Rs. 12 Lacs, per annum, if working in Non Government Sector . Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview (if shortlisted).

				<p>The prospective candidate will be responsible for execution of project/works management of large construction projects in India and abroad and has to handle Project Management/ Material Management/ Quality control/ Industrial Safety/ Productivity Management/ Financial Management. He will be also be entrusted with allied tasks such as Corporate Affairs, Business Development in India & abroad, Arbitration, Claims, Liaison with other department, Ministry.</p>
3.	<p>General Manager (HR) E-6 (Rs. 36600-62000) IDA Total – 1 vacancy <u>Breakup:</u> UR-1</p>	50 years	Full time MBA(HR) or equivalent qualification.	<p>Candidate must have 18 years post qualification experience:</p> <ul style="list-style-type: none"> i) if working on regular basis in PSU/Government, then out of 18 years :- <ul style="list-style-type: none"> a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 32900-58000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP- Rs. 7600/- OR ii) if working on contract basis in PSU/Government, then out of 18 years : <ul style="list-style-type: none"> a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 32900-58000(IDA) OR CDA pay scale of Rs. 37400-67000 GP-Rs. 8700/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 7600/- OR c) Drawing consolidated remuneration of Rs. 12 lacs. Per annum.

				<p>OR otherwise,</p> <p>iii) Drawing minimum annual CTC of Rs. 12 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview (if shortlisted).</p> <p>The prospective candidate will be responsible for Administration department and Human Resource functions of the organization at Corporate Office. He will be involved in planning, organizing, staffing, development, coordination and periodical review of all policies, systems procedures etc. for efficient functioning of entire HR will be an integral part of the teams handling Bi-partite / Tri-partite Settlements, adjudication and labour laws related cases and other service matters.</p>
4.	<p>Joint General Manager (Civil) E-5 (Rs. 32900-58000) IDA Total – 10 Vacancies Breakup: UR-5 OBC-2 SC-2 ST-1</p>	48 years	<p>Full time Bachelor degree in Civil Engineering or equivalent. Post Graduate Management preferred.</p>	<p>Candidate must have 16 years post qualification experience:</p> <p>i) if working on regular basis in PSU/Government, then out of 16 years, :-</p> <p>a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 7600/-,</p> <p>b) 4 years experience in two steps below post, i.e. in the scale of pay of Rs. 24900-50500(IDA) OR CDA pay scale of Rs. 15600-39100 GP Rs. 6600/-.</p> <p>OR</p> <p>ii) if working on contract basis in PSU/Government, then out of 16 years :</p> <p>a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay</p>

				<p>scale of Rs. 15600-39100 GP-Rs. 7600/-, OR b)4 years experience in two steps below post, i.e. in the scale of pay of Rs. 24900-50500(IDA) OR CDA pay scale of Rs. 15600-39100 GP Rs. 6600/- OR c)Drawing consolidated remuneration of Rs. 10.5 lacs. Per annum.</p> <p>OR otherwise,</p> <p>iii) Drawing minimum annual CTC of Rs. 10.5 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview (if shortlisted).</p> <p>The prospective candidate will be responsible for execution of project/works management of large construction projects in India and abroad and has to handle Project Management/ Material Management/ Quality control/ Industrial Safety/ Productivity Management/ Financial Management. He will be also be entrusted with allied tasks such as Corporate Affairs, Business Development in India & abroad, Arbitration, Claims, Liaison with other department, Ministry.</p>
5.	Joint General Manager (HR) E-5 (Rs. 32900-58000) IDA Total – 1 Vacancy Breakup: UR-1	48 years	Full time MBA(HR) or equivalent qualification.	<p>Candidate must have 16 years post qualification experience:</p> <p>i) if working on regular basis in PSU/Government, then out of 16 years, :- a) 2 years experience in one steps below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 7600/-, OR</p>

				<p>b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 24900-50500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-, OR</p> <p>ii) if working on contract basis in PSU/Government, then out of 16 years :</p> <p>a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 29100-54500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 7600/-,if working in a pay scale or</p> <p>b) Drawing consolidated remuneration of Rs. 10.5 lacs. Per annum.</p> <p>OR otherwise,</p> <p>iii) Drawing minimum annual CTC of Rs. 10.5 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview (if shortlisted).</p> <p>Providing practical, consistent, and proactive support, direction and advice to other division managers on HR procedure, policy, best practices, employment rewards, benefits, and legislation to facilitate in achieving the objectives and targets of an organization. Other responsibilities would be relating to hiring, recruitment, training, compensation, promotion, career development & progression planning.</p>
6.	Dy. General Manager (Civil)	45 years	Full time Bachelor degree in Civil	Candidate must have 14 years post qualification experience:

	<p>E-4 (Rs. 29100-54500) IDA Total – 15 vacancies <u>Breakup:</u> UR-8 OBC-4 SC-2 ST-1 [PWD-1 (UR/OBC/SC/ST) post reserved for PWD - Hearing impairment and locomotor disability or cerebral palsy]</p>		<p>Engineering or equivalent. Post Graduate Management preferred.</p>	<p>i) if working on regular basis in PSU/Government, then out of 14 years,:- a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 24900-50500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 20600-46500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-, OR ii) if working on contract basis in PSU/Government, then out of 14 years: a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 24900-50500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-, OR b) 4 years experience in two steps below post, i.e., in the scale of pay of Rs. 20600-46500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-, OR c) Drawing consolidated remuneration of Rs. 9 lacs. Per annum. OR otherwise, iii) drawing minimum annual CTC of Rs. 9 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview(if shortlisted).</p>
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				The prospective candidate will be responsible for execution of project/works management of large construction projects in India and abroad and has to handle Project Management/ Material Management/ Quality control/ Industrial Safety/ Productivity Management/ Financial Management. He will be also be entrusted with allied tasks such as Corporate Affairs, Business Development in India & abroad, Arbitration, Claims, Liaison with other department, Ministry.
7.	Sr. Manager (Civil) E-3 (Rs. 24900-50500) IDA Total – 20 vacancies <u>Breakup:</u> UR-10 OBC-4 SC-4 ST-2 [PWD-1 (UR/OBC/SC/ST) post reserved for PWD - Hearing impairment and locomotor disability or cerebral palsy]	40 years	Full time Bachelor degree in Civil Engineering. Post Graduate in Management preferred.	<p>Candidate must have 10 years post qualification experience:</p> <p>i) if working on regular basis in PSU/Government, then out of 10 years, :-</p> <p>a) 2 years experience in one step below post, i.e., in the scale of pay of Rs. 20600-46500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-,</p> <p>OR</p> <p>b) 4 years experience in two steps below post, i.e. in the scale of pay of Rs. 16400-40500(IDA) OR CDA pay scale of Rs.9300-34800 GP-Rs.5400/-,</p> <p>OR</p> <p>ii) if working on contract basis in PSU/Government, then out of 10 years :-</p> <p>a)2 years experience in one step below post in the scale of pay of i.e. Rs. 20600-46500(IDA) OR CDA pay scale of Rs. 15600-39100 GP-Rs. 6600/-,</p> <p>OR</p> <p>b)4 years experience in two steps below post, i.e. in the scale of pay of Rs. 16400-40500(IDA) OR CDA pay scale of Rs.9300-34800 GP-Rs.5400/-,</p> <p>OR</p> <p>c)Drawing consolidated remuneration of Rs. 7.5 lacs. Per annum.</p> <p>OR otherwise,</p>

				<p>iii) Drawing minimum annual CTC of Rs. 7.5 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview (if shortlisted).</p> <p>The prospective candidate will be responsible for execution of project/works management of large construction projects in India and abroad and has to handle Project Management/ Material Management/ Quality control/ computerized Project Management Pert/CPM systems. Business Development in India & abroad, Arbitration, Claims, Liaison with other department/ Ministry.</p>
8.	<p>Manager (IT) E-2 (Rs.20600- 46500) IDA</p> <p>Total – 4 vacancies <u>Breakup:</u> UR-2 OBC-1 SC-1</p>	35 years	Full time Bachelor in degree Engg.(Computer Science/ IT) / MCA.	<p>Candidate must have 08 years post qualification experience:</p> <p>i) if working on regular basis in PSU/Government, then out of 08 years, :-</p> <p>a) 2 years experience in one step below post in the scale of pay of Rs. 16400-40500(IDA) OR CDA pay scale of Rs. 9300-34800 GP-Rs. 5400/-, OR</p> <p>b) 4 years experience in two steps below post, i.e. in the scale of pay of Rs. 12600-32500(IDA) OR CDA pay scale of Rs.9300-34800 GP-Rs.4200/-, OR</p> <p>ii) if working on contract basis in PSU/Government, then out of 08 years :-</p> <p>a)2 years experience in one step below post in the scale of pay of Rs. 16400-40500(IDA) OR CDA pay scale of Rs. 9300-34800 GP-Rs. 5400/- OR</p> <p>b)4 years experience in two steps below post, i.e. in</p>

				<p>the scale of pay of Rs. 12600-32500(IDA) OR CDA pay scale of Rs.9300-34800 GP-Rs.4200/-, OR c)Drawing consolidated remuneration of Rs. 6 lacs. Per annum.</p> <p>OR otherwise,</p> <p>iii) drawing minimum annual CTC of Rs. 6 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview(if shortlisted).</p> <p>The prospective candidate will be responsible for management and upkeep of the Information systems/ communication systems including software, hardware, networks and allied equipments installed and operated in the organization.</p>
9.	<p>Manager (HR) E-2 (Rs.20600- 46500) IDA</p> <p>Total – 15 vacancies <u>Breakup:</u> UR-8 OBC-4 SC-2 ST-1 [PWD-1 (UR/OBC/SC/ST) post reserved for PWD - Hearing impairment and</p>	35 years	Full time MBA(HR) or equivalent qualification.	<p>Candidate must have 08 years post qualification experience:</p> <p>i) if working on regular basis in PSU/Government, then out of 08 years, :-</p> <p>a) 2 years experience in one step below post in the scale of pay of Rs. 16400-40500(IDA) OR CDA pay scale of Rs. 9300-34800 GP-Rs. 5400/-, OR b) 4 years experience in two steps below post, i.e. in the scale of pay of Rs. 12600-32500(IDA) OR CDA pay scale of Rs.9300-34800 GP-Rs.4200/-, OR ii) if working on contract basis in PSU/Government, then out of 08 years :-</p>

	locomotor disability or cerebral palsy]			<p>a)2 years experience in one step below post in the scale of pay of Rs. 16400-40500(IDA) OR CDA pay scale of Rs. 9300-34800 GP-Rs. 5400/-</p> <p>OR</p> <p>b)4 years experience in two steps below post, i.e. in the scale of pay of Rs. 12600-32500(IDA) OR CDA pay scale of Rs.9300-34800 GP-Rs.4200/-,</p> <p>OR</p> <p>c)Drawing consolidated remuneration of Rs. 6 lacs. Per annum.</p> <p>OR otherwise,</p> <p>iii) drawing minimum annual CTC of Rs. 6 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview(if shortlisted).</p> <p>Responsible for providing practical, consistent, and proactive support, direction and advice to other division managers on HR procedure, policy, hiring, recruitment, training, compensation, promotion. He will be also responsible for IR matters, Welfare, Labour Laws and relating legal issues.</p>
10.	<p>Dy. Manager (HR) E-1 (Rs.16400- 40500) IDA</p> <p>Total – 5 vacancies <u>Breakup:</u> UR-2 OBC-2 SC-1</p>	30 years	Full time MBA(HR)	<p>Candidate must have 03 years post qualification experience:</p> <p>i) if working on regular basis in PSU/Government, then out of 03 years, :-</p> <p>a) 2 years experience in one step below post in the scale of pay of Rs. 12600-32500(IDA) OR CDA pay scale of Rs. 9300-34800 GP-Rs. 4200/-,</p> <p>OR</p> <p>ii) if working on contract basis in PSU/Government,</p>

				<p>then out of 03 years :</p> <p>a) 2 years experience in one step below post in the scale of pay of Rs. 12600-32500(IDA) OR CDA pay scale of Rs. 9300-34800 GP-Rs. 4200/-,</p> <p>OR</p> <p>b) Drawing consolidated remuneration of Rs. 3 lacs. Per annum.</p> <p>OR otherwise,</p> <p>iii) drawing minimum annual CTC of Rs. 3 Lacs, per annum, if working in Non Government Sector. Pay certificate and Form 16 to be attached in support of salary drawn. The candidate should be working in Public listed company on the date of application, as well, as at the time of interview(if shortlisted).</p> <p>The prospective candidate will be responsible for framing, formulating and implementing rules, procedures and policies with due diligence of Legal & Industrial Relations Laws and supervising training & development, Human Resources Management, Computer MIS application, etc.</p>
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APPLICATION FEE AND PROCEDURE FOR APPLYING

APPLICATION FEE (Non-refundable)	GENERAL & OBC CANDIDATE	SC/ST/PWD/Ex-servicemen	Remarks
All Posts	Rs. 800/-	Nil	Cheque will not be accepted. Please mention name, address, post applied on the reverse of D.D.

The application fee is payable through Demand Draft drawn in favour of NPCC Limited payable at New Delhi. The application is to be made in the prescribed application form which is attached with this advertisement. The application in the prescribed proforma (attached) alongwith Demand Draft, photograph and self attested copies of the documents viz. (a) Matriculation / Secondary Certificate as proof of date of birth (b)

Complete set of marksheets / degree certificate in support of qualification (c) Proof of complete experience along with pay scales for each position held with all past and present service certificates showing tenure proof (d) Caste certificate in format prescribed by the Government of India (if Applicable) (e) Disability certificate issued by Competent Authority(if applicable) and (f) Pay-in-slip and latest Form-16(if applicable) (g) Proof of working in Public Listed Company (if applicable) should reach the office of **Group General Manager (HR), NPCC Limited, Corporate Office, Plot No. 148, Sector-44, Gurugram – 122003. (Haryana), Tel. Ph. No. 0124-2385223, Web Site – www.npcc.gov.in** on or before 30 days from the date of publication of advertisement in Employment News. The envelope should be superscribed with “**Advt.No.NPCC/Regular/Civil/HR/IT/August/2017– Post applied for _____**”. Any application received beyond this date shall not be entertained.

SELECTION PROCEDURE

The selection procedure will be decided by NPCC depending upon the response received against each post. The selection criteria can be by way of Personal Interview or by way of Group Discussion followed by Personal Interview or by any other appropriate way. Decision of NPCC will be final in this regard. The final selection of the candidates will be based on the performance in the interview, whereafter the “Offer of Appointment” shall be issued. Selected candidates will be on probation for one year.

GENERAL

1. Only Indian Nationals should apply.
2. Applicant from Non Government Sector should necessarily be from PUBLIC LISTED COMPANY ONLY (Stock Exchange).
3. **For internal candidates while there will be no relaxation in minimum experience, the requirement of working in next below grade for internal candidates is one year as against two years for others.**
4. All qualifications should be obtained from an Indian University / Institute approved/recognized by UGC/AICTE.
5. **The essential qualification(as mentioned in the advt.)from correspondence course is not eligible.**
6. Candidates applying for more than one post should apply separately for each post.
7. Fee, once paid, will not be refunded under any circumstances, nor would this fee be held in reserve for future selection. Candidates are therefore requested to verify their eligibility before paying the application fee.
8. Candidates are advised to give specific, correct, full information. All original certificates/documents in support of information furnished in the application form are to be produced at the time of interview, failing which the candidates will be disqualified for appearing in Interview. Candidature of the candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false / fabricated or is not found in conformity with eligibility criteria mentioned in the advertisement.

9. Persons with Disability can also apply for any of the above posts in accordance with DOPT OM No. 36035/3/2004-Estt(Res) dated 29.12.2005. (Reservation against sub-quota for minority community in the post reserved for OBC(NCL) will be applicable as per DPE's OM No.6/6/2011-DPE(SC/ST) dated 02.01.2012.)
10. Relaxation of standard in selection against reserved vacancies – if sufficient number of reserved category persons are not available on the basis of laid down general standards, the general standards could be relaxed suitably to fill up the reserved posts.
11. Reservation of vacancies in respect of Scheduled Castes, Scheduled Tribes, Other Backward Classes including minority (non-creamy layer), Ex-Servicemen, Persons with Disabilities (degree of disability 40% or above) as per Govt. of India guidelines.
12. Upper age limit is relaxed by 5 years for SC/ST, 3 years for OBC (Non-Creamy Layer), and PWD & Ex-Servicemen as per Govt. of India rules. For internal candidates age no bar.
13. Persons with Disabilities are required to furnish Medical Certificate in relation to their disability from Medical Board of an approved Government Hospital.
14. The crucial date for determining the age limit and post qualification experience shall be 31.08.2017.
15. Candidates working in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies should apply through proper channel or furnish "NO OBJECTION CERTIFICATE" at the time of group discussion / interview. However in the event of difficulty in getting NOC from their parent department, they may submit an undertaking at the time of GD/Interview that they will not claim any service transfer benefits/protection of pay in case of their selection. However, they have to produce the proper relieving order from their organization, in the event of their selection, at the time of reporting for joining.
16. Only those candidates who are shortlisted to be called for interview will be paid to and fro rail fare as per the following norms: -2nd AC Sleeper for E-6, E-5 & E-4 level and 3rd AC Sleeper for E-3, E-2 & E-1 level, from the nearest railway station of the declared place of residence by the shortest route beyond 30 km. subject to production of rail ticket.
17. Selected candidates will be required to serve in any part of India/abroad as per the discretion/requirement of NPCC.
18. Wherever CGPA/OGPA or grading system in a degree is awarded; equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute. The candidate will have to produce a copy of these norms with respect to his/her university/institute at the time of GD / Personal Interview.
19. The mere fact that a candidate has submitted application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely called for interview / considered further for selection process. In case of overwhelming response, NPCC reserves the right to shortlist the candidates by fixing revised eligibility criteria. In case of non suitability of candidates for the post applied for, NPCC at its discretion can offer a suitable post in the lower level subject to fulfilling of eligibility criteria for that lower post.
20. Fringe Benefits : HRA, Perquisites and Allowances, CPF, Gratuity, Leave Encashment etc. will be admissible as per NPCC Rules.
21. No. of vacancies mentioned above, may increase or decrease depending upon the requirement of the company.
22. NPCC reserves the right to cancel this advertisement and/or the selection process for any of the above posts without assigning any reason.

23. Selected candidates will submit a fitness certificate from a District Civil Surgeon, before joining and the same will be indicated in the Offer letter.
24. Candidates are advised to keep their e-mail-ID active at least **for one year**. No change in e-mail-ID will be allowed once entered. All future correspondence shall be sent via e-mail only.
25. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website www.npcc.gov.in. No further press advertisement will be given. Hence prospective applicants are advised to visit NPCC website regularly for the above purpose.
26. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
27. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or applications in response thereto shall be subject to jurisdictions of Courts at Delhi. In case of any ambiguity / dispute arising on account of interpretation other than English, the English version will prevail.
28. NPCC will not be responsible for non receipt / late receipt of any communication/application due to postal or any other reason.
29. Application should be sent by Speed post/ Regd. Post only. No applications will be accepted by hand.
30. Applications which are incomplete in any respect will be rejected or if applications are not enclosed with the required documents, as mentioned above, in clause (a) to (g) “under application fee and procedure for applying”, can be rejected and the fee will be forfeited.
31. No correspondence or personal enquires shall be entertained by NPCC.
32. The application and the outer cover should be super scribed with the name of the post applied for and **Advt.No.NPCC/Regular/Civil/HR/IT/August/2017**.
33. Applications received after the due date will not be entertained. Those received after the last date of receipt of applications shall not be considered and treated as rejected & the application fee will not be refunded.
34. Please do not send any original documents/certificates with the application.
35. In case of variation in name/surname/ name spelling mentioned in the application with that in the respective certificates pertaining to education/professional qualification/ caste/etc., the applicant shall be required to submit a certificate from SDM or equivalent to this effect along with the respective documents at the time of interview, failing which the candidature shall be liable to be cancelled. In case of change of surname of female after her marriage, the candidate is required to furnish marriage certificate.
36. Notwithstanding the qualifications prescribed for PSU/Govt. officials, all those who are working in PSUs at the appropriate level and fulfill the qualification criteria stipulated for candidates working in Public listed companies will also be eligible. This will be equally applicable to those who are working in PSUs on contract basis.
37. Candidates having relevant experience in PSU/Construction Industry will be preferred. The condition of working under Public listed company, is not applicable to those who are working under Government / PSUs on regular or contract basis.

Advt.No.NPCC/Regular/Civil/HR/IT/August/2017

PROFORMA



**APPLICATION FORM FOR THE POSTS of Group General
Manager(Civil)/ General Manager(Civil)/ General
Manager(HR)/ Jt. General Manager(Civil)/ Jt. General
Manager(HR)/ Dy. General Manager(Civil)/ Sr. Manager(Civil)/
Manager(IT)/ Manager(HR)/ Dy. Manager(HR)**

- | | |
|---|--|
| 1. Name of the post applied for : _____ | Affix pass photo
size photo du
self attested |
| 2. Name of the Applicant (In full Block Letters) : _____ | |
| 3. Father's/Husband's Name : _____ | |
| 4. Present post held : _____ | |
| 5. Date of Birth : _____ | |
| 6. Age (as on 31.08.2017) : Yr. _____ Month _____ Days _____ | |
| 7. Educational Qualification :- _____ | |

Affix pass port
size photo duly
self attested

Sl. No.	Degree/PG/If any	Name of Institute/College	Name of University	Month & of Year passing	% of Marks or Grade obtained

(please attach a copy of certificate self attested)

- | | | |
|--|---|----------------|
| 8. Permanent Address | : | _____ |
| | | _____ |
| | | _____PIN_____ |
| 9. Correspondence Address | : | _____ |
| | | _____ |
| | | _____PIN_____ |
| 10. Telephone No. & E-Mail ID | : | Office_____ |
| (Candidates are advised to keep their mobile no and E-mail ID active at least for one year.) | | |
| | : | Residence_____ |
| | : | Mobile _____ |
| | : | Email Id _____ |
| 11. Nature of present employment i.e.
Regular/Ad-hoc/Temporary/Permanent | : | _____ |

:2:

12. In case the present employment is held on Deputation/Contract basis, please state
a) The date of initial appointment : _____
b) Period of appointment on deputation/contract : _____
13. Existing Pay Scale (CDA/IDA) : _____
14. Basic Pay and total emoluments per month drawn presently : _____
15. Whether belongs to SC/ST /PWD(SC/ST/OBC/UR)/Ex-Servicemen/OBC(NCL)/General (UR) : _____
16. Position held as per Experience Required :-

SI No.	Name of Organisation/ place of posting	Post Held	Period of Service		Experience		Pay Scale (Indicate CDA/IDA/or other)
			From	To	Year	Month	

TOTAL EXPERIENCE : _____ Year _____ Month.

Note : Experience without certificate shall not be considered.

17. Detailed CV may be attached separately giving details of experience in chronological order starting from 1st served organization :
18. Any other assistance required :
19. Application Fee details : DD/Bankers Cheque No. _____ Date _____
Drawee Bank Name & Branch _____

(Name & Signature of the applicant)
Date:_____

Advt.No.NPCC/Regular/Civil/HR/IT/August/2017