

National Highways InvIT Project Managers Private Limited (NHIPMPL)
(A wholly owned entity of NHAI)

NHIPMPL/2024-25/Rec/FTE/01

15-04-2024

National Highways InvIT Project Managers Private Limited (NHIPMPL) invites applications for engagement of personnel to the following post (on Fixed Term Engagement): -

Sr. No.	Name of the Position	No. of Posts
1	Head - Commercial & Contracts	01

Details for the post of Head-Commercial & Contracts

(i)	Place of Posting	Delhi
(ii)	Method of Recruitment	Fixed Term Engagement Basis
(iii)	Period of Contract	The initial tenure of engagement will be for a period of one (01) year, which may be further extended on a yearly basis, subject to the requirements of NHIPMPL and the performance of the candidate. NHIPMPL reserves the right to terminate the contract at any time, without assigning any reason thereof.
(iv)	Fixed Consolidated Remuneration (per month)	a) Two (02) Lakh (approx.) + other benefits b) In the case of superannuated/retired Govt. officials, fixed monthly remuneration and other benefits shall be decided by the Competent Authority
(v)	Essential Education Qualification Criteria	BE/B-Tech- Civil
(vi)	Preferred Education	A degree in Law
(vii)	Age Limit	a) Minimum Age: 45 Years b) In the case of superannuated Govt. officials, the maximum age to apply is 62 years of age.
viii)	Minimum Experience	Essential: 20 Years of Experience Post Essential Education Preference will be given to applicants with experience working/worked in: a) Areas of National Highways and Roads in Government/ PSUs/ Autonomous Bodies/ Private organizations b) Contract Management related to National Highways/Highways in O&M, Item Rates, EPC, HAM, BOT
(ix)	Job Profile	Broad Responsibilities including but not limited to: a) All matters related to Contractual Issues of the project sites between NHAI & SPV of InvIT, NHIPMPL, NHIPPL to contractors. b) All matters related to Agreements with contractors, consultants and vendors. c) Any other responsibilities as applicable

Completely filled-in applications in the prescribed format may be sent to hr.nhipmpl@nhai.org. Last date for receiving the applications is **29 April 2024 by 1800 hours**.

Corrigendum or Addendum or Cancellation to this advertisement, if any, shall be published only on the website of NHAI. Therefore, the candidates are advised to check the website of NHAI regularly.

Procedure to apply

- (i) Interested candidates may apply to the post in the prescribed FORMAT enclosing therewith self-attested certificates, in support of age, educational qualifications, experience etc. which may be sent by email at hr.nhipmpl@nhai.org, latest by **29 April 2024, up to 6 PM**.
The subject line of the email shall be **“Application for the Post of Head - Commercial & Contracts”**
- (ii) It may please be noted that the applications received through post/courier/fax shall not be considered.
- (iii) Applications not submitted in the prescribed format or incomplete applications in any respect, especially without details of work experience and salary details shall be liable for rejection. The candidates are advised to fill out the application format carefully in accordance with the eligibility criteria and experience mentioned above. It may be noted that any subsequent clarification regarding job profile/experience etc. at a later date will not be entertained under any circumstances. All qualifications should have been acquired from Indian Universities/Institutes, recognized by UGC or AICTE (whichever is applicable) or any other appropriate statutory authority in India.
- (iv) The crucial date for determination of eligibility shall be the last date prescribed for receipt of applications.
- (v) Mere submission of applications shall not give the candidates any right to be called for selection.

Important Terms & Conditions

- (i) The persons engaged shall provide full-time services to NHIPMPL during their period of engagement and they would not be permitted to take up any other assignment during the period of their engagement with the NHIPMPL. The person will be engaged under these guidelines on contract basis for a fixed period and no claim, whatsoever, shall be admissible for regularization / absorption in NHIPMPL.
- (ii) No TA/DA would be admissible to the personnel for joining the assignment or on its completion. All reimbursements on official tour would be as per NHIPMPL Travel Policy as applicable to equivalent level employees of NHIPMPL.
- (iii) The candidates engaged on Fixed-Term Contract basis will be required to attend office on all working days and also on holidays, if required, on account of exigencies of work.
- (iv) NHIPMPL shall have the right to terminate the contract at any time, without assigning any reason. However, the contract may be terminated by either of the parties immediately with one month's notice or one month's salary in lieu of notice during the subsistence of the contract.

Other Terms & Conditions

- (i) Canvassing or bringing influence in any form will disqualify the candidature.
- (ii) Depending on the response and requirement, NHIPMPL reserves the right to raise/relax the eligibility conditions.
- (iii) NHIPMPL reserves the right not to fill up any or all the posts notified at its discretion and vacancies may also be increased/decreased depending upon organizational requirements.
- (iv) NHIPMPL reserves the right to cancel/ restrict/enlarge/ modify /reopen /alter the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof.
- (v) Corrigendum or Addendum or Cancellation to this advertisement, if any, shall be published only on the website of NHAH and will not be published in the newspapers. Therefore, the candidates are advised to check the website of NHAH regularly.

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**APPLICATION FORMAT
(TO BE FILLED IN ENGLISH CAPITAL LETTERS)**

1.	Name of the Post	:	
2.	Name of the Candidate	:	
3.	Date of Birth (copy of proof to be enclosed)	:	
4.	Age as on last date of receipt of application	:	
5.	Gender (Male / Female)	:	
6.	Father's / Husband's name	:	
7.	Address for Correspondence	:	
8.	Permanent Address	:	
9.	Aadhar No.	:	
10.	E-mail	:	
11.	Mobile No.	:	
12.	Alternate No.	:	

13. Details of Educational Qualification (Matriculation onwards, copy of documents to be enclosed)				
Exam Passed	Institute / University / Board	Year of Passing	Major Subjects	% of marks / CGPA

14. Total Work Experience including post-retirement (copy of relevant documents to be enclosed)						
Sr. No.	Employer Name	Designation	From Date	To Date	Gross Annual Salary	Brief Job Description

15.	Date of superannuation (in the case of retired Govt. Officials)	:	
16.	Current Pension drawn per month (Copy of Pension Order to be attached) (If applicable)	:	
17.	Remarks	:	

DECLARATION

I have carefully gone through the vacancy circular / advertisement and I solemnly declare and undertake that all the information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of the selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my service/engagement will stand cancelled / terminated without assigning me any reason. I will produce the original documents in support of the information furnished when so ever required by the employer. I also certify that there is no conflict of interest with any concessionaires / stakeholders / staff associated with NHIPMPL.

Date : _____

(Signature of the Candidate)

Place : _____

(Name of the Candidate)