



A Navratna CPSE

# NBCC (INDIA) LIMITED

(A Government of India Enterprise)

NBCC Bhawan, Lodhi Road, New Delhi-110003

CIN: L74899DL1960GOI003335

## Advt. No. 04/2024 Dated: 21.11.2024

NBCC (India) Limited is a Schedule "A" premier Government of India Navratna Public Sector Enterprise under the aegis of Ministry of Housing and Urban Affairs. The consolidated profit of the Company and its subsidiaries is Rs. 558.54 Crores while its total consolidated income is Rs. 10666.67 Crores during FY 2023-24. Having an immense strength in the construction sector, NBCC has a PAN India as well as global presence.

Certified with ISO 9001:2015 from the Bureau of Indian Standards in respect of Project Management Consultancy & Execution of the Projects, the Company's present area of operations are categorized into four main segments, i.e. (i) Project Management Consultancy (PMC) including Re-Development, (ii) Real Estate Development (iii) EPC Contracting & (iv) Smart City Projects. For its ambitious expansion plan both in India and overseas, the company requires dynamic and result oriented professionals on regular basis who are passionate to excel & take the organization to new heights.

S. No	Post/ Scale of Pay (IDA)/ No. of vacancy (s)	Upper Age as on Closing date	Essential Qualification	Essential Post Qualification Experience
1.	CHIEF GENERAL MANAGER (LAW)  IDA Pay scale –  Rs. 1,00,000-2,60,000/-, E-7  No. of Post - 01  UR – 01	57 Years	Full time Bachelor degree in Law (LLB) with minimum 50% marks from Government recognized Institute / University.  OR  Full time 05 years integrated LLB degree with minimum 50% marks from Government recognized Institute / University.  Desirable: Master degree in Law (LLM)	Total 18 years of relevant experience and should be presently working on regular basis for a minimum period of 2 years in one step below post (E-6) in the scale of pay of Rs. 90,000-2,40,000/- (IDA) or Level 13 Rs. 1,23,100-2,15,900/- (CDA), if working in PSU/Government or otherwise drawing minimum annual CTC of Rs. 36 Lacs for the last two years, if working in bank / Private Sector Company annual turnover of Rs. 500 Crore or more. <b>Minimum Post Qualification Experience:</b> i) Candidate must have enrolled as an Advocate; ii) Possess minimum 18 Years of Post Qualification experience in PSU/ Govt. / Private / banks Sector Companies / Autonomous bodies. <b>Essential Work Experience:</b> Candidates should have experience of working in the following areas: i) Handling litigation (Civil, Consumer and/or Criminal matters) before different Judicial/Quasi-Judicial forums; ii) Arbitration, conciliation and other dispute resolution mechanisms; iii) Drafting & vetting various legal or contractual documents, providing legal opinions, handling legal matters including issues pertaining to Real Estate Regulatory matters. <b>Desirable:</b> i) Candidates having experience in Real Estate/Construction/Infrastructure sector will be preferred. ii) Knowledge of all applicable laws, rules and regulations; iii) Excellent written and verbal communication; iv) Proficiency in use of computers and legal research tools like Manupatra, SCC Online, etc. v) Preference will be given to candidates leading a team of Law Professionals.
2.	GENERAL MANAGER (ENGG.)  IDA Pay scale –  Rs. 90,000-2,40,000/-, E-6  No. of Post – 02 Backlog -  OBC (NCL) – 01 & ST-01	OBC (NCL) - 52 Years  ST - 54 Years	Full time Degree in Civil Engineering or equivalent from Government recognized University / Institute.	Total 15 years' experience in the field of PMC / EPC / Real Estate / Infrastructure. Should be presently working on regular basis for a minimum period of 02 years in one step below post (E-5) in the scale of pay of Rs. 80,000-2,20,000/- (IDA) or Level 13 - 1,23,100-2,15,900/- (CDA) if working in Government/ PSU or otherwise drawing minimum annual CTC of Rs. 31 Lacs, if working in Banks / private sector company.  The candidate should have experience in overall execution & monitoring of Multi – disciplinary large value Projects independently (residential, Commercial, Industrial, Institutional, highways, railways and infrastructure sector etc.). Should have thorough knowledge of various tender formats including CPWD, FIDIC conditions etc. Should be well conversant with the preparation of Project budget, cash flow etc. Shall possess ability to lead multidisciplinary team of engineers and should be able to handle Division / Region independently. Shall possess knowledge of PPP projects and preparation of presentations for the management. Should have handled matters which are normally associated with senior positions like Corporate Affairs, Business Development, Arbitration, Claims & Liaison work with Govt. Departments / Ministries.  Candidates having proficiency in use of Computer will be preferred.
3.	DY. GENERAL MANAGER (HRM)  IDA Pay scale –  Rs. 70,000-2,00,000/-, E-4  No. of Post - 04  UR – 03, SC - 01	41 Years	Full time MBA / MSW / two years Post Graduate Degree/ Post Graduate Diploma in management from Government recognized University / Institute with Specialization in HRM / PM/IR as major subject with 60 % aggregate marks.	Total 09 years experience. Should be presently working on regular basis for a minimum period of 2 years experience in one step below post (E-3) in the scale of pay of Rs. 60,000-1,80,000/- (IDA) or Level 11 Rs 67,700-2,08,700/- (CDA) if working in government / PSU or otherwise drawing minimum annual CTC of Rs. 22 Lacs, if working in Private Sector Company/Banks.  Functional capabilities should be inclusive of thorough knowledge of labour laws and service regulations, Disciplinary matters, application of HRM concepts, tools and practices, such as manpower planning, Performance management, career planning, succession planning, competency modeling, competency appraisal etc. Exposure in industrial relations having multiple trade unions scenario is desirable. Experience in latest HR Practices and Policies, dealing with retention and attrition aspects.  Candidates having knowledge and proficiency in use of Computer will be preferred.  Desirable Qualification: Degree in Law
4.	DY. GENERAL MANAGER (ARCH. & PLANNING)  IDA Pay scale –  Rs. 70,000-2,00,000/-, E-4  No. of Post - 01  UR – 01	41 Years	Full time Degree in Architecture from Government recognized Institute/ University with 60 % aggregate marks.	Total 09 years' experience. Should be presently working on regular basis for a minimum period of 02 years in one step below post (E-3) in the scale of pay of Rs. 60,000-1,80,000/- (IDA) or Level 11 Rs 67,700-2,08,700/- (CDA) if working in Government/PSU or otherwise drawing minimum annual CTC of Rs. 22 Lacs for the last 2 years, if working in private sector Company/Banks.  Candidate should have experience in planning & designing and detailing of schemes pertaining to township / housing / commercial complexes / institutional / industrial etc. including interior designing. Desirable experience: Knowledge of AUTOCAD and 3D software for generation of walkthrough / walk around animation presentations etc.  Candidates having knowledge and proficiency in use of Computer will be preferred.

### PROCEDURE FOR APPLYING -

Candidates are required to read the GENERAL INSTRUCTIONS before filling up the online application form.

The Candidates are required to apply online. The relevant link for online application will be made available from 10:00 hrs on 21.11.2024 under the head "CAREER within Human Resources" on NBCC website i.e. www.nbccindia.in. Final Online submission of application will be open till 17:00 hrs on 20.12.2024. No other means/mode of application shall be accepted.

Opening Date for Online Registration

21.11.2024 from 1000 hrs

Closing Date of Online Registration

20.12.2024 upto 1700 hrs

**Before filling application online, candidates should keep ready scanned copy of –**

- i. Passport size Photograph (Size 40 KB to 100 KB) & Signature in jpg/jpeg format (Size 20 KB to 50 KB).
- ii. Latest OBC (NCL) & EWS, SC/ST/ PWD/ESM certificate, as applicable. (Size 100 KB to 300 KB).
- iii. Matriculation/ Secondary certificate as a proof of date of birth.
- iv. All necessary Pass Certificates and Mark Sheets of Essential Educational Qualifications which makes you eligible for the post and other qualifications, if any.
- v. All Post Qualification Experience Certificates (including from present employer) indicating clearly the date of joining and relieving of the posts (e.g. Experience Certificate, Last 3 months Pay Slip, Form-16, Relieving Order etc).
- vi. Summary of grading of ACR (Annual Confidential Report/ Annual Performance Report) with supporting documents, or any document indicating the performance of the candidates issued by the concerned Department/ Institution is to be made available by candidate applying through Govt/CPSE , for last 05 years.
- vii. No Objection Certificate issued by the employer to the candidate for the applied post OR proof of information by the candidate to the employer about applying for the post
- viii. NBCC shall not at any stage, calculate CTC of any candidate on the basis of documents submitted by candidates. It shall be the responsibility of the applicant to provide CTC document as per advt. duly attested by the candidate in support of his candidature, proof as per advt.
- ix. Candidates applying through Pvt Sector Companies including banks/Public Sector banks/ NBFCs, PSU JVS, Govt Bodies/ Institution/ State Govts offices/PSEs or any JV public pvt. or any institution where equivalency through IDA or CDA pattern is not available, it shall be the responsibility of the applicant to submit the proof CTC as per advt. requirement. NBCC India Ltd at any stage would not derive, calculate or assess CTC of the applicant. It shall be the sole responsibility of the applicant to provide documentary proof in support of CTC by his employer.
- x. Non Submission of proof of CTC and supporting document by candidates would lead to rejection of candidature of the applicant
- xi. Applicants are advised to submit scanned copies in support of their candidature
- xii. All original certificates/documents in support of information furnished in the application form are to be produced at the time of verification of documents, failing which the candidate will be disqualified and accordingly not be allowed to participate in the selection process.

Candidates must keep their e-mail ID in operation at least for one year. Candidates are required to give correct email address. In case of non delivery or late delivery of email due to any reasons whatsoever, Company will not be held responsible. Candidates are required to fill in the online form with all the relevant details. Upload scanned copy of the photograph; signature, latest OBC (NCL) & EWS, SC/ST/PWD/ESM certificate (if applicable), all the Essential educational & Essential Post qualification experience documents, (as applicable), summary of grading in APR with supporting Documents, NOC by or Information to the employer as mentioned above. Candidates should ensure that the relevant details viz. Name, Date of Birth, Address, etc. entered in NBCC online application form is correct. **Incomplete application will be summarily rejected.** Any request to add additional information in application form after the application has been submitted shall not be entertained in any condition.

**PAYMENT OF APPLICATION FEE**

1. Candidates are required to pay a non-refundable amount of **Rs. 1000/-**. Candidates will be levied tax/charge from their transaction bank (as applicable).
2. SC, ST, PWD & Departmental candidates are exempted from payment of application fee.
3. Candidates are required to make application fee payment through debit card/credit card/net-banking. The candidates will automatically be redirected to make online payment (wherever fee is applicable), once the form is successfully completed.
4. No other mode of payment will be accepted. Application fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before making payment of application fee.

**SELECTION PROCEDURE**

The selection criteria for the post will be by way of Group Discussion followed by Personal Interview or through Personal Interview only depending on the response received against the post. The Selection criteria may change on the basis of response received. Decision of NBCC will be final in this regard.

**REMUNERATION**

Selected Candidates will be entitled for remuneration consisting of Basic Pay, DA (on IDA pattern), HRA, Perks & Allowances under Cafeteria Approach, & Performance Related Pay (PRP). In addition to this CPF, Medical facility for self and dependents, Gratuity, Leave encashment is paid as per the rules of the Company.

**GENERAL INSTRUCTIONS**

1. Only Indian Nationals are eligible to apply.
2. Candidate should read the complete advertisement carefully & ensure that he /she fulfills the eligibility criteria for the post advertised in all respects.
3. All the Essential Qualification must be full time and be recognized from AICTE/UGC/State Technical Board/Any other appropriate body.
4. If a candidate is claiming a particular qualification as equivalent qualification as per the requirement of advertisement, then he/she is required to produce order/ letter in this regard issued by the Competent Authority indicating the Authority (with number and date) under which it has been so treated, otherwise the candidature/Online Application is liable to be rejected.
5. 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 verification of documents, failing which the candidate will be disqualified and accordingly not be allowed to participate in the selection process. Candidature 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 or is not found in conformity with eligibility criteria mentioned in the advertisement.
6. Incomplete application will be summarily rejected. Any request to add additional information in application form after the application has been submitted shall not be entertained in any condition.
7. Persons with benchmark disabilities can also apply for the above post in accordance with government of India guidelines in force. Disability of candidates should not be less than 40%.
8. The upper age limit, unless specifically mentioned, is for unreserved category candidates. Age relaxation for SC/ST/OBC (NCL)/PWD will be as per Government guidelines in this regard. Reserved category candidates are required to upload scanned copy of their caste/disability certificate (as applicable) along with the application form. Age Relaxation for Ex-Serviceman will be service rendered in the Armed forces plus 03 years. Internal candidates (NBCC India Ltd) will be given age relaxation of five years provided they have at least two years of service left before superannuation for posts to be filled on Direct Recruitment subject to fulfillment of other eligibility criteria, terms and conditions. Internal candidates working on contractual establishment will be entitled for age relaxation of 5 years for post to be filled on Direct Recruitment subject to fulfillment of other eligibility criteria and terms and conditions.
9. 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 verification of documents, failing which the candidature shall liable to be cancelled. In case of change of surname of female candidate after her marriage, she is required to furnish marriage certificate and notarized affidavit in this regard.
10. Relaxation of standard in selection against reserved vacancies if sufficient number of reserved category persons is not available on the basis of laid down general standards, the general standards could be relaxed suitably to fill up the reserved posts.
11. The cut-off date for determining the age limit shall be the closing date of submission of online applications. The date of declaration of result / issuance of mark sheet shall deem to be the date of acquiring the qualification and there shall be no relaxation on this account.
12. The crucial date for determining the age limit & post qualification experience shall be the closing date of submission of online application.
13. Candidates working in Government, Semi-Government Organization/Public Sector Undertakings and Autonomous Bodies should apply through proper channel or furnish "NO OBJECTION CERTIFICATE" at the time of Interview. However, in the event of difficulty in forwarding the application through proper channel/getting NOC from their parent department, they may submit an undertaking at the time of Interview that they will produce proper relieving order from their organization, in case selected; otherwise they will not be allowed to join.
14. Selected candidates will be required to serve in any part of India or abroad including its subsidiaries & JV companies as per the discretion/requirement of the Company.
15. Wherever CGPA/OGPA or grading system in a degree / diploma 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 verification of documents.
16. Candidates are required to retain a copy of the online submitted application form for future reference.
17. Number of vacancies mentioned above may increase or decrease depending upon the requirement of the Company.
18. NBCC reserves the right to cancel this advertisement and/or the selection process at any stage for any of the above post without assigning any reason.
19. Candidates are advised to keep their e-mail ID given in the Application form active for at least one year. No change in e-mail ID will be allowed.
20. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website [www.nbccindia.in](http://www.nbccindia.in) under the head: "CAREER within Human Resources". No further press advertisement will be published. Hence prospective candidates are advised to visit NBCC website regularly for latest updates.
21. Any canvassing, directly or indirectly, by the candidate will disqualify his/her candidature.
22. SC/ST/PWD candidates called for Personal Interview will be paid to and fro 3rd AC rail fare or bus fare from the nearest railway station / Bus Stand of the declared place of residence by the shortest route beyond 30 km, on production of proof of journey undertaken and onward journey.
23. 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.
24. All correspondence shall be made through email only and no communication would be sent through courier/post or through any other mode.