

राष्ट्रीय राजमार्ग एवं अवसंरचना विकास निगम लिमिटेड

सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार

प्रथम तल, टावर ए, वर्ल्ड ट्रेड सेंटर, नौरोजी नगर, नई दिल्ली-110029,

National Highways & Infrastructure Development Corporation Limited

Ministry of Road Transport & Highways, Government of India

First Floor, Tower A, World Trade Centre, Nauroji Nagar, New Delhi-110029, Tel: +91 11 26768950, www.nhidcl.com



(भारत सरकार का उद्यम)

(A Government of India Enterprise)

National Highways and Infrastructure Development Corporation Limited (NHIDCL)

Ministry of Road Transport and Highways

RECRUITMENT NOTICE No. 02/2025

Date: ¹³ November 2025

National Highways and Infrastructure Development Corporation Limited (NHIDCL), a CPSE established in 2014 under the aegis of Ministry of Road Transport and Highways, having its operations in North Eastern States, West Bengal, Andaman & Nicobar Islands, Uttarakhand, Jammu & Kashmir, Ladakh and Himachal Pradesh invites applications in online mode for recruitment to 3 posts each of Deputy Manager (HR & Admn.) and Deputy Manager (Land Acquisition) in E2 Grade of IDA pay scale of Rs.50,000-3%-1,60,000 by Direct Recruitment as per details of eligibility conditions, selection procedure, placement, etc. as under:

S. No	Post/ No. of Vacancies/Pay Scale	Upper Age Limit as on closing date of application	Essential Qualification & Eligibility Criteria												
1	Deputy Manager (HR & Admn.) / Three (3) posts under Unreserved category. <table border="1"><tr><td>GEN</td><td>SC</td><td>ST</td><td>OBC</td><td>EWS</td><td>Total</td></tr><tr><td>3</td><td>0</td><td>0</td><td>0</td><td>0</td><td>3</td></tr></table> IDA Pay Scale – Rs.50,000-3%-1,60,000	GEN	SC	ST	OBC	EWS	Total	3	0	0	0	0	3	Not exceeding 34 Years.	Bachelor's degree from a recognized University or Institute or equivalent; and must have cleared Civil Services Mains – Written Examination 2024 and should have appeared for the Personality Test (Interview).
GEN	SC	ST	OBC	EWS	Total										
3	0	0	0	0	3										
2	Deputy Manager (Land Acquisition) / Three (3) posts under Unreserved category. <table border="1"><tr><td>GEN</td><td>SC</td><td>ST</td><td>OBC</td><td>EWS</td><td>Total</td></tr><tr><td>3</td><td>0</td><td>0</td><td>0</td><td>0</td><td>3</td></tr></table> IDA Pay Scale – Rs.50,000-3%-1,60,000	GEN	SC	ST	OBC	EWS	Total	3	0	0	0	0	3		
GEN	SC	ST	OBC	EWS	Total										
3	0	0	0	0	3										

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2. Brief Job Responsibilities:

S. No	Name of the post	Brief Job Responsibilities
1	Deputy Manager (HR & Admn.)	- Responsibilities include review, formulation and implementation of HR related policies in the areas of Manpower Planning, Recruitment, Career & Succession Planning, Compensation, Performance Management System, Employees Relations, Training & Development, HR Audit, Leadership development, Development and implementation of HR Information Systems, Knowledge Management, etc. - Handling of administrative tasks like office management, procurements, organizing meetings, logistic arrangement, settlement of claims of employees, compensation administration, policy development and coordination with government/private bodies/agencies to support workforce efficiency across HQ and Regional Offices
2	Deputy Manager (Land Acquisition)	Land Acquisition and Forest/Environmental clearance related matters, determination of compensations, ex-gratia relief etc., coordination of meetings and liaison with field officials & Revenue officials and any other work as assigned by the Competent Authority/superior authority.

2. Allowances and other benefits: In addition to the pay, allowances and other perks will be as per NHIDCL Rules.

3. Eligibility:

- Candidates must meet the essential educational qualification, age criteria, and selection requirements as specified above and as given in succeeding paragraphs.
- Candidate must be an Indian Citizen or a subject of Nepal/Bhutan.
- Candidate must have cleared Civil Services Mains – Written Examination 2024 and should have appeared for the Personality Test (Interview). (UPSC Pratibha Setu portal database of candidates will be used for verification of results/percentile score, etc.).

4. Eligibility for availing reservation:

- As the posts being filled fall under Unreserved (UR) Category as per post-based reservation roster, no reservation benefits shall be available to any candidate from reserved category including PwBD candidates.

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(ii) 5 years age relaxation will be available to the Ex-servicemen subject to their rendering at least five years of military services and have been released:

a. On completion of assignment (including those whose assignment is due to be completed within one year) otherwise than by way of dismissal or discharge on account of misconduct or inefficiency; or

b. On account of physical disability attributable to military service or on invalidment.

(iii) Ex-servicemen candidates are required to produce discharge certificate for availing age relaxation.

5. Procedure for applying

i. Candidates fulfilling the eligibility criteria must apply on NHIDCL's website in the Recruitment Section.

ii. All the documents being uploaded as specified in the online application must be legible and valid.

iii. The "Application Acknowledgement" and supporting documents must be retained by candidates for verification to be done prior to offer of appointment.

iv. Candidates should provide correct, active email addresses for all correspondence(s), as NHIDCL will communicate solely via email.

6. IMPORTANT DATES:

i. Opening of Online Application: 01.12.2025 1000 hrs

ii. Last Date for Submission of application: 30.12.2025 1700 hrs

iii. Crucial date for determination of age shall be the last date prescribed for the receipt of ONLINE application.

iv. Candidates are advised to regularly check the NHIDCL website for updates.

7. SELECTION PROCEDURE

Candidates shall be selected based on the **percentile scores** obtained in the Civil Services Mains Examination 2024 (UPSC Pratibha Setu portal database of candidates will be used for verification of results/percentile score, etc.). Accordingly, the candidates are advised to provide their percentile scores in the online application form and also upload the **Admit Card/Call letter** in proof of attending the interview of the examination. Candidates having equal percentile scores will be selected in chronological order of their



dates of birth, with the oldest being selected first amongst them. If date of births of the candidates are also the same, their selection will be in alphabetical order of their first names as it appears in their 10th Certificate.

8. PREPARATION OF MERIT LIST

A list of selected candidates in order of merit shall be prepared by the Selection Committee(s)/Recruitment Authority. Such list shall be suitably communicated and/or notified by the Company in the company's website.

9. PLACEMENT (Liability for Services)

- i. Selected candidates shall be liable to serve anywhere in India or outside as per requirement of the Company. NHIDCL at present operates through 14 Regional Offices in different states/UTs with its Corporate HQ at New Delhi.
- ii. NHIDCL Cadre Rules, 2025; specifically Rule 6.5. and Rule 6.6. shall be referred to for more details.

10. MEDICAL FITNESS

Candidates selected for the post must pass a medical test and obtain a medical fitness certificate from a Medical Board of the State/Central Government Hospital before Offer of Appointment is issued.

11. PROBATION

- i. Selected candidates are required to undergo probation for a period of two years from the date of joining the post, which may be extended further, if necessary, for a maximum of two additional years (one year at a time), as specified in the Appointment Letter.
- ii. Probationers may also be required to successfully complete mandatory training, if any, prescribed for confirmation.
- iii. During probation, the services may be terminated with notice, or the probationers may also resign with notice as specified in the Appointment Letter.

12. GENERAL INSTRUCTIONS

- i. Candidates must ensure that they meet all eligibility criteria and possess essential qualification recognized by a recognized University or Institute or equivalent.

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- ii. Furnishing of inaccurate / wrong or incomplete and misleading information may lead to rejection of the candidature.
- iii. Name variations in certificates should be supported by such legal documents, as may be required under provisions of law / guidelines.
- iv. Government/PSU candidates are required to submit NOC / relieving letter from their current organizations at the time of document verification prior to offer of appointment. No pay protection or past service benefits shall be provided to such candidates on joining.
- v. Number of vacancies may increase or decrease based on NHIDCL requirements.
- vi. NHIDCL at any stage may cancel the advertisement or selection process without assigning any reasons thereof.
- vii. Candidates must keep their email ID active for one year, no change in the email ID would be allowed.
- viii. Corrigendum/addendum/errata will be posted only on NHIDCL's website at www.nhidcl.com under the heading "Recruitment."
- ix. Canvassing or external influence will disqualify the candidate from selection.
- x. Candidates should avoid middlemen / recruitment agents / consultants and fraudulent job promises.
- xi. All disputes are subject to Delhi High Court jurisdiction, with the English version prevailing for interpretation.
- xii. All correspondence shall be made only via email at recruitment.nhidcl@nhidcl.com. Any other modes of correspondence shall not be valid.
- xiii. All appointments in NHIDCL shall be subject to the successful completion of a background verification process (BGV). The BGV may inter alia include verification of the candidate's identity, address, educational and professional qualifications, character antecedents and any other information as deemed necessary by NHIDCL.
- xiv. If at any point in time, before or after the appointment, the outcome of the background verification is found to be unsatisfactory, NHIDCL reserves the right to withdraw or cancel the offer of employment/appointment.
- xv. The personal information collected during the verification process shall be handled in accordance with applicable laws, rules and NHIDCL's policies. It shall be used only for purpose of assessment and verification relevant to employment.
- xvi. For detailed information, candidates may refer to NHIDCL Cadre (Recruitment, Promotion & Seniority) Rules, 2025, which are available on the NHIDCL website. It may



be noted that provisions of these rules shall apply and supersede any of the instructions given in this Recruitment Notice, if found to be contradictory.

Date : 13 November 2025



General Manager
(Recruitment)