



National Projects Construction Corporation Limited  
(A Govt. of India Enterprise)

नेशनल प्रोजेक्ट्स कन्स्ट्रक्शन कारपोरेशन लिमिटेड

(भारत सरकार का उद्यम)

Advt. No. NPCC/Regular(X)Dec./2014

NPCC Limited, a premier Schedule 'B' PSU engaged in Engineering Construction, Planning, Operation and Project management consultancy, having an annual turnover of about Rs.1200 Crores, invites applications for the following posts for selection on regular basis :

Sl. No.	Name of the post	Scale of Pay	Educational / Professional Qualification	Upper age Limit (Years) as on 31.01.15	No. of Vacancy Tentative
1	General Manager (Finance)	E-6 (Rs. 36600-62000) (IDA)	Chartered Accountant / ICWA	50 Years	1
2	Joint General Manager (Finance)	E-5 (Rs. 32900-58000) (IDA)	Chartered Accountant / ICWA	48 Years	2
3	Dy. General Manager (Finance)	E-4 (Rs. 29100-54500) (IDA)	Chartered Accountant / ICWA	45 Years	2
4	Sr. Manager (Law)	E-3 (Rs. 24900-50500) (IDA)	Full Time Degree in Law from Govt. recognized Institute / University. Must be an enrolled advocate. Post Graduate in law preferred.	40 Years	1
5	Dy. Manager (Law)	E-1 (Rs. 16400-40500) (IDA)	Full Time Degree in Law from Govt. recognized Institute / University. Must be an enrolled advocate. Post Graduate in law preferred.	30 Years	3

For 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- 31.01.2015. Application may be sent to the following address :

General Manager(HR)  
NPCC Limited,  
Corporate Office,  
Plot No. 67-68, Sector-25,  
Faridabad – 121004 (Haryana).  
Tel. No. 0129-2234760.

Sd/-  
General Manager(HR)



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**Advt. No. NPCC/Regular(X)Dec./2014**

**NPCC Limited, is a schedule 'B' Premier 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, 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.

**NPCC Limited invites applications for the following posts for selection on regular basis :**

**NAME OF POSTS**

**NUMBER OF VACANCIES**

- |                                    |   |   |
|------------------------------------|---|---|
| • General Manager(Finance)         | : | 1 |
| • Joint General Manager(Finance)   | : | 2 |
| • Deputy General Manager (Finance) | : | 2 |
| • Sr. Manager (Law)                | : | 1 |
| • Deputy Manager (Law)             | : | 3 |

For details, please visit our Website – [www.npcc.gov.in](http://www.npcc.gov.in)

**General Manager(HR)**

**NPCC Limited.**



**National Projects Construction Corporation Limited**  
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**नेशनल प्रोजेक्ट्स कन्स्ट्रक्शन कारपोरेशन लिमिटेड**  
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Advt. No. NPCC/Regular(X)Dec./2014

**NPCC Ltd., a schedule 'B' Premier Public Sector Enterprise  
invites applications for the following posts for selection on  
regular basis :**

<b><u>NAME OF POSTS</u></b>	<b><u>NUMBER OF VACANCIES</u></b>
• General Manager(Finance)	: 1
• Joint General Manager(Finance)	: 2
• Deputy General Manager (Finance)	: 2
• Sr. Manager (Law)	: 1
• Deputy Manager (Law)	: 3

For details, please visit our Website – [www.npcc.gov.in](http://www.npcc.gov.in)

**General Manager(HR)**  
**NPCC Limited.**

Dated: 26.12.2014



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

**Advt. No. NPCC/Regular(X)/Dec./2014**

**NPCC Ltd., a schedule 'B' Premier 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, 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 :-  
**NPCC Ltd., a schedule 'B' CPSU requires dynamic and result oriented persons on regular basis through Direct Recruitment for its operation.**

**Current / Shortfall Vacancies**

Sl. No.	Post/ Scale of pay (IDA) / No. of vacancies	Upper Age as on Closing date	Essential Qualification	Essential Post Qualification Experience
1	General Manager (Finance) E-6 (Rs. 36600-62000) Total – 1 vacancy	50 Years	Chartered Accountant/ ICWA	Officers working in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies holding analogous posts on regular basis; or with 3 years regular service in post in the pay scale of Rs. 32900-58000(IDA) or equivalent in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies, or with 7 years regular service in post in the pay scale of Rs. 29100-54500(IDA) or equivalent in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies. Should have experience in

				<p>managing working capital both at Unit/Local and Corporate/Apex level. Should have experience of finalization of accounts at Unit/Local level and consolidation of accounts at corporate/Apex level. Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. Should have exposure to preparation and monitoring Budgets at the corporate/Apex level including initiative for cost control. Should have knowledge of direct and indirect taxes relevant for construction companies. Should have experience of handling internal, statutory and government audits. Should also be conversant with tendering procedure in PSU / Government organization and familiarity with computerized system.</p> <p>He should have worked in Institutional Finance, Budgetary Planning &amp; Control, Central Treasury Management, Resources Generation, Control of Accounts, Balance Sheet, Investment Planning &amp; Management, Auditing Management, Financial Analysis and Reporting, Taxation, Finance &amp; Costing of Projects, MIS etc.</p>
2	<p>Joint General Manager (Finance)</p> <p>E-5 (Rs. 32900-58000)</p> <p>Total – 2 vacancies</p>	48 Years	Chartered Accountant/ICWA	<p>Officers working in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies holding analogous posts on regular basis; or with 4 years regular service in post in the pay scale of Rs. 29100-54500(IDA) or equivalent in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies, or with 8 years regular service in post in the pay scale of Rs. 24900-50500(IDA) or equivalent in Government, Semi-Government Organisation/Public Sector Undertakings and Autonomous Bodies. Should have experience in managing working capital both at Unit/Local and Corporate/Apex level. Should have experience of finalization of accounts at Unit/Local level and consolidation</p>

				<p>of accounts at Corporate/Apex level. Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. Should have exposure to preparation and monitoring Budgets at the Corporate/Apex level including initiative for cost control. Should have knowledge of direct and indirect taxes relevant for construction companies. Should have experience of handling internal, statutory and government audits. Should also be conversant with tendering procedure in PSU / Government organization and familiarity with computerized system.</p> <p>He should have worked in Institutional Finance, Budgetary Planning &amp; Control, Central Treasury Management, Resources Generation, Control of Accounts, Balance Sheet, Investment Planning &amp; Management, Auditing Management, Financial Analysis and Reporting, Taxation, Finance &amp; Costing of Projects, MIS etc.</p>
3	<p>Dy. General Manager (Finance) E-4 (Rs. 29100-54500) Total – 2 vacancies</p>	45 years	Chartered Accountant/ ICWA/	<p>14 years experience out of which 2 years experience in one step below post in the scale of pay of Rs. 24900-50500(IDA) if working in PSU/Government, otherwise drawing minimum annual CTC of Rs. 9 Lacs, if working in private sector. Should have experience in managing working capital both at Unit/Local and Corporate/Apex level. Should have experience of finalization of accounts at Unit/Local level and consolidation of accounts at corporate/Apex level. Knowledge of Indian GAAP and familiarity with IFRS shall be preferred. Should have exposure to preparation and monitoring Budgets at the Corporate/Apex level including initiative for cost control. Candidates having knowledge of direct and indirect taxes relevant for construction companies will be given preference. Should have experience of handling internal, statutory and government audits. Should also be conversant with tendering procedure in PSU /</p>

				<p>Government organization and familiarity with computerized system.</p> <p>He should have worked in Institutional Finance, Budgetary Planning &amp; Control, Central Treasury Management, Resources Generation, Control of Accounts, Investment Planning &amp; Management, Auditing Management, Financial Analysis and Reporting, Taxation, Finance &amp; Costing of Projects, MIS, Income Tax and all other Taxation matters, coordination with statutory / Govt. Auditors, Bank related work, Internal Audit, Bank Guarantee.</p>
4	<p>Sr. Manager(Law) E-3(Rs. 24900-50500)</p> <p>Total – 1 vacancy</p>	40 Years	<p>Full Time Degree in Law from Government recognized Institute / University. Must be an enrolled advocate. Post Graduate in law preferred.</p>	<p>10 Years experience out of which 2 years experience in one step below post in the scale of pay of Rs. 20600-46500 (IDA), if working in Government / PSU or otherwise drawing minimum annual CTC of Rs. 5 Lacs, if working in Private Sector. The Candidate should have sound knowledge of Company laws, Arbitration Matters, Contracts, Property Matters, Civil &amp; Criminal Cases &amp; Stay Orders. Candidate should have exposure in service Matters, Employee Disciplinary matters, Industrial dispute act issues. Should have hands on experience in Contract Law Suite, Draft of deeds, Licenses &amp; permissions, Govt. Audit, Agreements, Legal Document Preparation. Candidate having knowledge and proficiency in use of Computer will be preferred.</p> <p>The candidate should be well versed in Litigation Management i.e. Managing all litigations filed by / against the company. Manage documents related to the requirements of NPCC, drafting of various agreements, advise on compliance and regulatory issues.</p>
5	<p>Dy. Manager(Law) E-1(Rs. 16400-40500)</p>	30 Years	<p>Full Time Degree in Law from Government</p>	<p>4 Years experience out of which 2 years experience in one step below post in the scale of pay of Rs. 12600-32500</p>

	Total – 3 vacancies		recognized Institute / University. Must be an enrolled advocate. Post Graduate in law preferred.	<p>(IDA), if working in Government / PSU or otherwise drawing minimum annual CTC of Rs. 3 Lacs, if working in Private Sector. The Candidate should have sound knowledge of Company laws, Arbitration Matters, Contracts, Property Matters, Civil &amp; Criminal Cases &amp; Stay Orders. Candidate should have exposure in service Matters, Employee Disciplinary matters, Industrial dispute act issues. Should have hands on experience in Contract Law Suite, Draft of deeds, Licenses &amp; permissions, Govt. Audit, Agreements, Legal Document Preparation. Candidate having knowledge and proficiency in use of Computer will be preferred.</p> <p>The candidate should be well versed in Litigation Management i.e. Managing all litigations filed by / against the company. Manage documents related to the requirements of NPCC, drafting of various agreements, advise on compliance and regulatory issues.</p>
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**APPLICATION FEE & PROCEDURE FOR APPLYING**

APPLICATION FEE (Non-refundable)	GENERAL & OBC CANDIDATE	SC/ST/PWD	Remarks
All Post	Rs. 500/	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 (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 (if applicable) should reach the office of **General Manager (HR), NPCC Limited, Corporate Office, Plot No. 67-68, Sector-25, Faridabad – 121004. (Haryana), Tel. Ph. No. 0129-2234760, Web Site – [www.npcc.gov.in](http://www.npcc.gov.in)** on or before **31.01.2015**. The envelope should be superscribed with "Advt. No. NPCC/Regular(X)/Dec./2014– 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. Candidates applying for more than one post should apply separately for each post.
2. 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.
3. 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.

4. 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.)
5. 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.
6. Reservation of vacancies in respect of Scheduled Castes, Scheduled Tribes, Other Backward Classes including minority (non-creamy layer), Persons with Disabilities (degree of disability 40% or above) as per Govt. of India guidelines.
7. Upper age limit is relaxed by 5 years for SC/ST, 3 years for OBC (Non-Creamy Layer), and PWD as per Govt. of India rules.
8. Persons with Disabilities are required to furnish Medical Certificate in relation to their disability from Medical Board of an approved Government Hospital.
9. The crucial date for determining the age limit and post qualification experience shall be the closing date for receipt of application i.e. 31.01.2015. The date of declaration of result / issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account. Post qualification experience on a post / level shall be counted from the said date onwards.
10. 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.
11. Only those candidates who are shortlisted to be called for interview will be paid to and fro rail fare (other than Rajdhani/Shatabdi Express) as per the following norms: -2<sup>nd</sup> AC sleeper for E-6 to E-4 level and Sleeper Class for E-3 & 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.
12. Selected candidates will be required to serve in any part of India or abroad as per the discretion/requirement of NPCC.
13. 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 GD / Personal Interview.
14. 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.
15. Fringe Benefits : HRA, CPF, Gratuity, Leave Encashment etc. will be admissible as per NPCC Rules.
16. No. of vacancies mentioned above may increase or decrease depending upon the requirement of the company.
17. NPCC reserves the right to cancel this advertisement and/or the selection process for any of the above posts without assigning any reason.

18. 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.
19. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website [www.npcc.gov.in](http://www.npcc.gov.in). No further press advertisement will be given. Hence prospective applicants are advised to visit NPCC website regularly for above purpose.
20. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
21. 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.
22. NPCC will not be responsible for non receipt / late receipt of any communication/application due to postal or any other reason.
23. Application should be sent by Speed post/ Regd. Post only. No applications will be accepted by hand.
24. Applications which are incomplete in any respect will be rejected and the fee will be forfeited.
25. No correspondence or personal enquires shall be entertained by NPCC.
26. The application and the outer cover should be super scribed with the name of the post applied for and **Advt. No. NPCC/Regular(X)/Dec./2014**.
27. Applications received after the due date will not be entertained.
28. Please do not send any original documents/certificates with the application.

**Advt. No. NPCC/Regular(X)/Dec./2014**

**PROFORMA**



**APPLICATION FORM FOR THE POSTS of General Manager(Fin.), Joint General Manager(Fin.), Dy. General Manager(Fin.), Sr. Manager(Law) & Dy. Manager(Law)**

1. Name of the post applied for : \_\_\_\_\_

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 31.01.2015) : 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 & Year of 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 : 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 : \_\_\_\_\_

Contd...2

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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) : \_\_\_\_\_
16. Position held as per Experience Required :-

Sl 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 1<sup>st</sup> 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 (X)/Dec./2014**