

“हर काम देश के नाम”



रक्षा लेखा महानियंत्रक

उलान बटारोड, पालम, दिल्ली छावनी -110010

CONTROLLER GENERAL OF DEFENCE ACCOUNTS

Ulan Batar Road, Palam, Delhi Cantt.- 110010

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No. AN/II/2407/Deput./NHIDCL/2023

dated: 06.04.2023



To

**All PCsDA/PCA(Fys)/CsDA (including PIFA/IFA)/ AN – IV section (Local)
(Through CGDA Website)**

Subject : Filling up the post of Manager (Finance) and Dy. Manager (Finance) on deputation basis in National Highways & Infrastructure Development Corporation Limited (NHIDCL).

Please find enclosed copy of National Highways & Infrastructure Development Corporation Limited (NHIDCL), under the Ministry of Road Transport & Highways DO letter No. NHIDCL/6(1)/Miscell.Recruitment/2023/HR/1060 dated 20.03.2023 along with enclosures regarding filling up of 02 posts of Manager (Finance) in the Pay Level-11 and 08 posts of Dy. Manager (Finance) in Pay Level-10 on deputation basis at Capital cities of all the North Eastern States of India, Jammu, Srinagar (J&K), Andaman & Nicobar Islands, Dehradun and NHIDCL HQrs, New Delhi.

2. It has been decided to call for names of willing and eligible officers amongst SAOs for the post of Manager (Finance) and Dy. Manager (Finance) on deputation basis in NHIDCL. Application as mentioned in aforesaid Vacancy Circular from willing and eligible SAOs with at least 2 years stay at the present station as well as NOC, Vigilance clearance certificate, Disciplinary case(s) details, if any, pending or contemplated during the last 10 years, along with last 5 years APARs/MTPARs/ACRs duly attested may be forwarded to this office so as to reach by 10.04.2023 positively.

3. While forwarding the names of willing officers to HQrs office, it may please be ensured that the officer has completed mandatory “Cooling off” period of three years in case the officer has recently served on a deputation post.

4. The application found incomplete will not be considered.

Encls: as above

(Pradeep Kumar)
Sr. Accounts Officer (AN)

Copy to:

IT&S Wing (Local).

With request to upload the same on CGDA Website.

(Pradeep Kumar)
Sr. Accounts Officer (AN)



अंशु मनीष खलखो, भार.ले.से., एन.डी.सी.
ANSHU MANISH KHALKHO, IDAS, n.d.c.
 निदेशक (प्रशा. व वित्त) एवं सी.एफ.ओ.
 Director (Admin. & Finance) & CFO



DO No. NHIDCL/6(1)/Miscell.Recruitment/2023/HR/1060

Respected Ma'am,

रक्षा लेखा महानियंत्रक सचिवालय
 C.G.D.A. Secretariat

Dated: 20th March, 2023.

डायरी सं० / Dy. No. 369.....
 दिनांक / Date 24/3/2023

The National Highways & Infrastructure Development Corporation Limited (NHIDCL) has been set up under the Ministry of Road Transport & Highways to speed up the construction/ up-gradation and widening of National Highways in the North-Eastern Region and other strategic areas which share International boundaries with neighbouring countries. Vacancies in the sanctioned posts in NHIDCL are filled from amongst eligible and experienced Officers working in Central Government Ministries/ Departments, Central Public Sector Undertakings, State Government Departments and State Government Public Undertakings on Deputation basis.

2. Presently, we are looking for Officers serving in the organized Finance / Accounts / Audit Departments under Central Government, for their appointment against large number of vacancies in the posts like Deputy General Manager (Finance) in the Pay Level-12 and Manager (Finance) in the Pay Level-11 of 7th CPC, in various Offices of NHIDCL. The Eligibility criteria and experience required for the posts of DGM (Fin.) & Manager (Fin.) in NHIDCL is enclosed.

3. I shall be grateful, if you could give wide publicity to the above mentioned posts and forward application(s) of interested Officers from your Finance Department who fulfill the eligibility criteria and whose services can be spared, in the Format enclosed, along with 'No Objection Certificate', 'Vigilance Clearance' and 'copies of APARs' for last five years.

With regards,

Yours sincerely,

 (Anshu Manish Khalkho)

Encl. As above.

Smt. Rasika Chaube,
 Financial Advisor (D S)
 Controller General of Defence Accounts (CGDA)
 Ulan Batar Road,
 New Delhi - 110010
 Email: rasikachaube@nic.in

Sr. Jt. CGDA (AN) has seen

राष्ट्रीय राजमार्ग एवं अवसंरचना विकास निगम लिमिटेड, सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार
 तृतीय तल, पीटीआई बिल्डिंग, 4, संसद मार्ग, नई दिल्ली-110001

National Highways & Infrastructure Development Corporation Limited, 3rd Floor, PTI Building, 4, Parliament Street, New Delhi-110001

T : +91 11 23461604 | F : +91 11 23711103 | E-mail : dir@nhidcl.com | www.nhidcl.com

A Public Sector Undertaking under the Ministry of Road Transport & Highways, Govt. of India)

खा लखा व मुद्रा महानियंत्रक (रक्षा) / Sr. Jt. CGDA (AN)
 डायरी सं० / Dy. No. 307
 दिनांक / Date 27/3/23

ACGDA (AN-I)
 284
 दिनांक / Date 27/3/23

ACGDA (AN-I)
 T-8
 28/3

Annexure-I

Details of Posts proposed to be filled up on Deputation in NHIDCL

Sl. No.	Name of the Posts	Pay Level (7 th CPC Pay Scales)	No. of vacancies	Likely place of postings
1.	Deputy General Manager (Finance)	Level-12	02	Capital Cities of all the North Eastern States of India, Jammu, Srinagar (J&K), Andaman & Nicobar Islands, Dehradun and NHIDCL Hqrs, New Delhi.
2.	Manager (Finance)	Level-11	02	
3.	Dy. Manager (Finance)	Level-10	08	
4.	Assistant Manager (Finance)	Level-08	15	
5.	Junior Manager (Finance)	Level-07	04	

ELIGIBILITY CRITERIA, EXPERIENCE ETC. PRESCRIBED FOR VARIOUS POSTS IN NHIDCL

1. Name of the Post: Deputy General Manager (Finance) (Pay Level-12)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	<p>Essential Educational Qualification and Experience:-</p> <p>(i) ICAI / ICWAI / MBA (Finance) from a recognized University /Institute;</p> <p align="center">or</p> <p>(ii) Member of any organized Group-‘A’ Finance/Accounts related Service of the Central Government or of the State Government;</p> <p align="center">and</p> <p>(iii) 9 years’ experience in the Pay Level-10 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) or equivalent or higher out of which 6 years’ experience in Financial Accounting/ Budgeting/ Internal Audit/ Contract Management/ Fund Management/ Disbursement in an organization of repute.</p>	<p>By Deputation: From officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies:-</p> <p>(i) holding analogous post on regular basis in the Pay Level-12 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.7600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p align="center">or</p> <p>(ii)with five years’ service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-11 (pre revised Band-3 (Rs.15,600-39,100) with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p align="center">and</p> <p>Possessing the essential educational qualifications and experience stipulated in column 2.</p>

2. Name of the Post: Manager (Finance) (Pay Level-11)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	<p>Essential Educational Qualification and Experience:-</p> <p>(i) ICAI/ICWAI/MBA (Finance) from a recognized University / Institute;</p> <p>or</p> <p>(ii) Member of any organized Group-‘A’ Finance/ Accounts related Service of the Central Government or of the State Government</p> <p>and</p> <p>5 years’ experience in the Pay Level-10 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) or equivalent or higher and have 4 years’ experience in Financial Accounting/ Budgeting /Internal Audit/Contract Management/Fund Management/Disbursement in an organization of repute.</p>	<p>By Deputation: From officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies:-</p> <p>(i) holding analogous post on regular basis in the Pay Level-11 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.6600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p>or</p> <p>(ii) with five years’ service in the grade rendered after appointment thereto on a regular basis in Pay Level-10 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p>and</p> <p>Possessing the essential educational qualifications and experience stipulated in column 2.</p>

3. Name of the Post: Dy. Manager (Finance) (Pay Level-10)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	<p>Essential Educational Qualification and Experience:-</p> <p>(i) ICAI/ ICWAI/ MBA(Finance) from a recognized University Institute; with four years post qualification experience out of which atleast two years experience of handling finance and accounts matter.</p> <p>Or</p> <p>Member of any organized Group-'A' Finance/Account s related Service of the Central Govt. or of the State Govt.</p>	<p>By Deputation: From officers under the Central Government or State Governments or Union Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies :-</p> <p>(i) holding analogous post on regular basis in the Pay Level-10 (pre revised Pay Band-3 (Rs.15,600-39,100) with Grade Pay Rs.5400/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p>or</p> <p>(ii) with four years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-8 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4800/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p>and</p> <p>Possessing the essential educational qualifications and experience stipulated in column 2.</p>

4. Name of the Post: Assistant Manager (Finance) (Pay Level-08)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	<p>Essential Educational Qualification:-</p> <p>(i) ICAI / ICWAI / MBA (Finance) from a recognized University/ Institute;</p> <p>or</p> <p>(ii) Member of any organized Finance /Accounts related Service of the Central Government or of the State Government;</p> <p>Essential Experience:- At least 4 years' experience in financial Accounting/Budgeting /Internal Audit/ Contract Management/ Fund Management/ Disbursement in Central Government or State Governments or Union Territories or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies.</p>	<p><u>By Deputation:</u> From officers under the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies:-</p> <p>(i) holding analogous post on regular basis in the Pay Level-8 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4800/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p>or</p> <p>(ii) with two years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-7 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/ department;</p> <p>and</p> <p>Possessing the essential educational qualifications and experience stipulated in column 2.</p> <p>or</p>

5. Name of the Post: Junior Manager (Finance) (Pay Level-07)

Age limit	Educational qualification and experience required	Eligibility Criteria
1	2	3
Not exceeding 56 years	<p>Essential Educational Qualification:-</p> <p>(i) Bachelor Degree in Commerce/Accounts</p> <p>or</p> <p>(ii) Passed Intermediate examination of ICAI/ICWA.</p>	<p><u>By Deputation:</u> From officer under the Central Government or State Governments or Union Territories or Universities or Recognized Research Institutions or Public Sector Undertakings or Semi Government or Statutory or Autonomous Organizations and other Government Bodies:-</p> <p>(i) holding analogous post on regular basis in the Pay Level-7 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4600/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/department;</p> <p>or</p> <p>(iii) with five years' service in the grade rendered after appointment thereto on a regular basis in posts in the Pay Level-6 (pre revised Pay Band-2 (Rs.9,300-34,800) with Grade Pay Rs.4200/-) in CDA pattern or equivalent in IDA pattern in the parent cadre/department;</p> <p>and</p> <p>Possessing the essential educational qualifications and essential experience stipulated in column 2.</p>

APPLICATION FOR THE POST OF _____

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Photo

Signature

1. Mode of recruitment, viz.
Deputation/Direct Contract
(Please specify wherever applicable) : _____
2. Name of the Candidate (in Block letters)
(with rank in case of officers from Indian Army, Navy, Airforce) : _____
3. Father's/Husband's Name : _____
4. (a) Date of Birth in Christian era
(in dd/mm/yyyy format) : _____
(b) Age as on last date for receipt of
Application : _____
5. Date of retirement/ release from
Parent Department : _____
6. Permanent Address (with PIN code) : _____
7. Address for Correspondence
(with PIN code) : _____
8. E-mail Address, Phone Number
(Office, Residence and Mobile) : _____
9. Category (Gen/SC/ST/OBC/OTHERS) : _____
10. Educational Qualification (attach a separate sheet duly attested by you if the space is insufficient).

Sl. No.	Exam Passed	Year	Subjects offered	Name of Institute	Board/ University	Percentage of marks obtained

11. Details of experience (in chronological order). Enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient.

Sl. No.	1.	2.	3.	4.	5.
a. Name of Organization					
b. Post held					
c. Period of Tenure with dates (in dd/mm/yyyy format)	From				
	To				
d. Whether worked/working on Permanent /Regular or Adhoc/Temporary/Quasi Permanent or on Deputation or on Contract basis					
e. If worked on Deputation basis, please indicate the post and pay scale held on regular / substantive basis in the parent department, without NFU/NFSG/MACP/ACP					
f. Brief description of duties					
g. Scale of Pay and Basic Pay (In case the Pay Scale under CDA pattern has been revised after the 6 th CPC recommendations, please clearly indicate the Pay Band and the Grade Pay)					
h. Whether Scale of Pay on CDA or IDA pattern or any other DA pattern. Please specify					

12. Whether Educational and other qualifications required for the post are satisfied. (If any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same) _____

Qualification/ required for the post	Experience	Qualifications/Experience possessed by the officer
Essential Educational Qualification:		
Desirable Educational		

Qualification: _____

Essential Experience: _____

Desirable Experience: _____

13. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post : _____

14. Nature of present employment (i.e. Permanent / Regular/ SSCO or Ad-hoc/ Temporary/ Quasi-Permanent or on Deputation or on Contract basis) : _____

15. In case the present employment is held on Deputation / on Contract basis, please state : _____

(a) The date/ period of appointment on Deputation / on Contract basis : _____

(b) Name and address of the Parent Organization to which you belong : _____

(c) Whether the Parent Department is (Please indicate the name against the relevant column)

i Central Government : _____

ii State Government : _____

iii Central / State Government Public Sector Undertaking : _____

iv Central / State University : _____

v Central/State Autonomous Body : _____

vi Others, please specify : _____

(d) Name of the Post and Pay Scale with DA pattern held by you on regular / substantive basis in the Parent Department. : _____

16. Additional details about present employment. Please state whether working under (indicate the name and address of the organization against the relevant column)

a. Central Government: _____

b. State Government : _____

c. Central / State Government Public Sector Undertaking: _____

d. Central / State University : _____

e. Central / State Autonomous Body : _____

f. Others, please specify : _____

17. a) Whether the present Pay Scale in your parent department has been granted under Modified Assured Career Progression Scheme (MACP), Assured Career Progression Scheme, Time Scale, Personal Upgradation, Financial upgradation, In-situ Up gradation, Non functional Upgradation, Non-functional Grade, Adhoc-promotion or any other similar scheme of your parent Department. Yes / No
- (b) If yes, please specify the substantive post with pay scale held by you in your Parent Department. : _____
18. If working or belonging to the Public Sector Undertaking, please indicate the Grade in which you are working along with the pay scale (Whether E-1, E-2, E-3, E-4, E-5, E-6, E-7, E-8, or E-9, etc.). : _____
19. Total emoluments per month drawn (Please indicate the detailed break-up and also enclose a self-attested copy of the latest pay slip). : _____
20. Additional information, if any, which you would like to mention in support of your suitability for the post [Enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient]. : _____
21. Whether applied for the similar post in NHIDCL in the last two years. If so, please indicate the post applied for, date of Advertisement and date of interview, if any. : _____

22. Details of earlier service in NHIDCL, if any

S.No.	Name of post	Nature of employment (Deputation/Contract)	Tenure/period with dates in dd/mm/yyyy format		Scale of pay	Place(s) of posting	Nature of duties/work(s) handled
			From	To			

Date: _____

Signature: _____

Place: _____

Name: _____

DECLARATION

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Application Form / Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

I also hereby solemnly declare and undertake that all 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 selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / services shall stand cancelled / terminated without assigning any reasons there for.

I am willing to serve anywhere in the North East Region i.e anywhere in the States of Arunachal Pradesh, Assam, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim, Tripura, and in the Union Territory of J&K, Ladakh and Andaman & Nicobar Islands.

Date : _____

Signature _____

Place: _____

Name _____

CERTIFICATE BY THE EMPLOYER, IF APPLYING ON DEPUTATION BASIS

- (i) Certificate that Sh. _____ holds a permanent post of _____ in the O/o _____ since _____.
- (ii) The integrity of Sh. _____ is beyond doubt.
- (iii) He has submitted his application to this office on _____.
- (iv) The Pay Scale/ Pay Band + Grade Pay of the post held by the officer in his parent Department (without NFU/NFSG/ACP/MACP/TS/Personal upgradation etc) is as under:-
- (v) This office has No Objection in case the application of Sh. _____ is considered for appointment to the post of _____ on Deputation in NHIDCL. Further, it is certified that Sh. _____ shall be relieved immediately in case of his/her selection in NHIDCL.
- (vi) The information given by Sh. _____ in the application proforma has been verified with reference to his/her service records and found correct.
- (vii) No Vigilance or Disciplinary case is pending or contemplated against the official concerned during last 10 years.
- (viii) Up-to date ACR/APAR dossier of the concerned official for the last five years are enclosed herewith.

Date:

Place:

Signature
Head of Office/Department