



NBCC (INDIA) LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
Advt. No. 01/2022

Dated – 03.02.2022

NBCC (India) Limited, is a premier Government of India Navratna Public Sector Enterprise under the aegis of Ministry of Housing and Urban Affairs. The Company posted a profit of Rs. 201.74 Crores, while its total income is Rs. 5120.07 Crores during FY 2020-21. 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 three main segments, i.e. (i) Project Management Consultancy (PMC) including Re-Development, (ii) Real Estate Development & (iii) EPC Contracting.

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	NAME OF THE POST / SCALE OF PAY (IDA) / NO. OF VACANCIES	UPPER AGE AS ON CLOSING DATE	ESSENTIAL QUALIFICATION	ESSENTIAL POST QUALIFICATION EXPERIENCE
01.	ASSISTANT MANAGER (SOFTWARE DEVELOPER) IDA Pay scale – Rs. 40,000-1,40,000/- (E-1) No. of Post - 04 (UR-04)	30 Years	Full time Degree in Engineering in Computer Science & Engineering/ Information Technology or Master in Computer Application (MCA) from recognized University/Institute with 60% aggregate marks.	Minimum two (02) years experience in software development, web designing, ERP development & maintenance. 01 year relaxation in experience will be provided to that candidate who has done M.Tech. Course.

02.	<p>SR. PROJECT EXECUTIVE (INFORMATION TECHNOLOGY)</p> <p>IDA Pay scale – Rs. 40,000-1,40,000/- (E-1)</p> <p>No. of Post - 02 (UR-02)</p>	30 Years	<p>Full time Degree in Information Technology Engineering / Computer Science Engineering / Electronics & Communication Engineering from Government recognized University/ Institute with 60 % aggregate marks.</p> <p>Desirable Qualification: Candidates having Master Degree in Information Technology/ Computer Science will be preferred.</p>	<p>02 years experience in an ERP environment and well versed in management and upkeep of the Information Systems/communication systems including web designing, database, software, hardware, network and allied equipments.</p> <p>01 year relaxation in experience will be provided to that candidate who has done M.Tech. Course.</p>
03.	<p>ASSISTANT MANAGER (LAW)</p> <p>IDA Pay scale – Rs. 40,000-1,40,000/- (E-1)</p> <p>No. of Post – 03 (UR-02, ST-01)</p>	30 Years	<p>Full time Bachelor degree in Law (LLB) with minimum 50% marks from Government recognized Institute /University.</p> <p>OR</p> <p>05 years integrated LLB degree with minimum 50% marks from Government recognized Institute /University.</p> <p>Desirable: Master degree in Law (LLM)</p>	<p>Minimum Post Qualification Experience:</p> <ul style="list-style-type: none"> i) Candidate must have enrolled as an Advocate; ii) Possess minimum 2 Years of Post Qualification experience in PSU/Govt./Private Sector Companies/Autonomous bodies or as a practicing advocate. <p>Essential Work Experience:</p> <p>Candidates should have experience of working in any of the following areas:</p> <ul style="list-style-type: none"> 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. <p>Desirable:</p> <ul style="list-style-type: none"> i) Knowledge of all applicable laws, rules and regulations; ii) Excellent written and verbal communication; iii) Ability to prepare legal documents <p>Proficiency in use of computers and legal research tools like Manupatra, SCC Online, etc.</p>

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 03.02.2022 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 04.03.2022.** No other means/mode of application shall be accepted.

Opening Date for Online Registration	03.02.2022 from 1000 hrs.
Closing Date of Online Registration	04.03.2022 up to 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. SC/ST/OBC (NCL)/EWS/PWD certificate, if applicable. (Size 100 KB to 300 KB).
- iii. Matriculation/Secondary School Certificate as proof of date of birth.
- v. All necessary Pass Certificates and Mark Sheets of Essential Educational Qualifications which makes you eligible for the post and other qualifications, if any.
- vi. Certificate of Enrolment issued by the State Bar Council for post mentioned at S. No. 03.
- vii. All Post Qualification Experience Certificate (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, Joining/Relieving Order etc).

Candidates must keep their e-mail ID in operation at least for one year. Fill in the online form with all the relevant details. Upload scanned copy of the photograph; signature, SC/ST/OBC (NCL)/EWS/PWD certificate, (if applicable), all the Essential educational & post qualification experience documents, (if applicable) 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. Detailed procedure regarding payment of fee is explained under "PAYMENT OF APPLICATION FEE".

PAYMENT OF APPLICATION FEE

1. Applicants/Candidates are required to pay a non-refundable amount of **Rs. 1000/-** for the said post. Candidates will be levied tax/charge from their transaction bank, (as applicable). SC, ST, PWD & Departmental candidates are exempted from payment of application fee.
2. Candidates are required to make application fee payment through debit card/credit card/net-banking. The candidates will be automatically redirected to make online payment (wherever fee is applicable), once the form is successfully completed.
3. 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 payment of application fee.

SELECTION PROCEDURE

The selection criteria for all the three posts will be by way of Personal Interview only. Selection criteria may change depending on the no. of applications received for the said post. Decision of NBCC will be final in this regard.

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. Candidate should read the complete advertisement carefully & ensure that he /she fulfills the eligibility criteria for the posts advertised in all respects.
2. 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. 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.
3. 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.
4. Persons with Benchmark Disabilities for the posts mentioned at **S. No. 01 & 02** (a) Locomotors Disability (OL) including Leprosy Cured, Acid Attack Victims and Dwarfism (b) Deaf, Hard of Hearing (c) Multiple Disability – from amongst (a) & (b) above and for post at **S. No. 03** (a) Locomotor Disability – (OL, BL, OAL including Leprosy cured, Acid Attack Victims and Dwarfism. (b) Blind & Low Vision (c) Multiple disabilities –from amongst (a) to (b) above can also apply for the post in accordance with Government of India guidelines in force. Disability of applicants applying against the posts reserved for disabled persons should not be less than 40%.
5. The upper age limit indicated is for unreserved category candidates. Age relaxation for ST/Persons with Disabilities (PWD) will be as per Government guidelines in this regard. ST/PWD 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 three years of service left before superannuation. Candidates from reserved category such as SC/ST/OBC (NCL) can also apply against the unreserved posts. However, age relaxation will not be allowed to such category candidates against unreserved posts.
6. 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 be liable to be cancelled. In case of change of surname of female after her marriage, the candidate is required to furnish marriage certificate and notarized affidavit in this regard.

7. 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.
8. The cut-off date for determining the age limit shall be the closing date of submission of online application. 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.
9. 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.
10. 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.
11. **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.**
12. Candidates are required to retain a copy of the online submitted application form for future reference.
13. Number of vacancies mentioned above may increase or decrease depending upon the requirement of the Company.
14. NBCC reserves the right to cancel this advertisement and/or the selection process for any of the above posts without assigning any reason.
15. 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.
16. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website **www.nbccindia.in** under the head: "**CAREER within Human Resources**". No further press advertisement will be given. Hence, prospective applicants are advised to visit NBCC website regularly for latest updates.
17. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
18. Only 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.
19. 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.

20. **All correspondence shall be made through e-mail only and no communication would be sent through courier/post or through any other mode.**

ED (HRM)