



NBCC (INDIA) LIMITED
(A Government of India Enterprise)

Advt. No. 10 /2021

Dated: 19/07/2021

NBCC (India) Limited, a Government of India Navratna, Central Public Sector Enterprise under the aegis of Ministry of Housing and Urban Affairs **requires dynamic and result oriented professionals on Contract basis initially for a period of three years.**

WE ARE LOOKING FOR PROFESSIONALS INTERESTED IN WORKING ON QUALITY & TIMELINE FOCUSED PROJECTS FOR OUR REPUTED CLIENT IN THE AREA OF CONSTRUCTION, MAINTENANCE AND OPERATION OF AIRPORT FOR THE FOLLOWING POSITIONS:

S No.	Name of the Post/ No. of Post	Upper Age Limit	Educational Qualification & Experience	Job Responsibility
1.	IT/Airport Systems Expert 1 (UR)	45 Years	Should have a Degree in Computer Science/ Computer Engineering / IT / Electronics. Minimum 06 years of professional experience. Preference to be given to individuals with experience in airport works.	Shall be responsible for review of design & drawings of IT Infrastructure, Airport Systems i.e. CCTV, FIDS, PA system, Baggage self drop system etc. at the Airport.
2.	Airport Operations Expert 1 (UR)	45 Years	Should be a Graduate / Degree in Engineering. Minimum 06 years of professional experience. Preference to be given to individuals with experience in airport works.	Shall review & coordinate for maintaining ASQ/ Service Quality Requirements, handling Airport Operations (both in Terminal Building & Airside Management), O&M/O MD at Airport.

Job Location: Jaipur, Rajasthan

Duration of Contract Period: 03 years

Pay & Other Benefits:

Name of the Post	Scale of Pay	Annual CTC
IT/Airport Systems Expert	Rs.60,000-1,80,000	Rs.13.83 Lakh
Airport Operations Expert	Rs.60,000-1,80,000	Rs. 13.83 Lakh

The monthly emolument includes Basic pay of Rs. 60,000 along with House Rent Allowance, Dearness Allowance (as per applicable rate) & Transport Allowance (Rs.9000/- per month). Initially monthly emoluments will be Rs.94,440/-.

Apart from the above the selected candidates will also be entitled for Annual PLI, Medical Insurance Policy for Indoor Treatment (reimbursement of actual premium subject to maximum ceiling of Rs. 800/- per month on production of mediclaim policy taken from any IRDA approved company for indoor treatment of self/spouse/children. Incase no mediclaim policy taken by him/her, no premium will be reimbursed.), Medical reimbursement of Rs. 8,000/- per annum (payable quarterly in equal installments), CUG SIM facility, PF/Gratuity etc. as per company rules. The selected candidate will also be entitled for 08 days Casual Leave if posting in Head Office/12 days if posting in units & 30 Earned Leave in a year apart from Festival/Gazetted holidays as per rules of the company. Leave encashment as per the company policy shall also be applicable.

Procedure for Applying:

The Candidates are required to apply online. **The relevant link for online application will be made available from 10:00 hrs on 20.07.2021 under the head "CAREER within Human Resources" on NBCC website i.e. www.nbccindia.com. The link will be open for fifteen (days) from the day of start of online submission of application i.e. till 17:00 hrs on 04.08.2021.** No other means/mode of application shall be accepted.

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

- Passport size photograph (Size 40 KB to 100 KB) & signature in jpg/jpeg format (Size 20 KB to 50 KB).
- SC/ST/OBC (NCL)/EWS, PWD certificate, if applicable. (Size 100 KB to 300 KB)
- Valid e-mail ID in operation for more than one year.

Fill in the online form with all the relevant details. Upload scanned copy of the photograph, signature, caste & disability certificate in PDF format (if applicable). 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:

- Applicants/Candidates are required to pay a non-refundable amount of **Rs.500/-** as Application Fee. (Candidates will be levied tax/charge from their transaction bank, as applicable). SC, ST, PWD & Departmental candidates (NBCC India Ltd.) are exempted from payment of application fee.
- 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.
- 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.

Submission of Hard Copy of Online Application Form:

After successful submission of online application form and payment of application fee, candidates are required to take print out of their online filled application form. Candidates should send Hard copy of duly filled online application form to **General Manager (HRM), NBCC (I) Limited, NBCC Bhawan, 2nd Floor, Corporate Office, Near Lodhi Hotel, Lodhi Road, New Delhi-110003** along with a copy of the following documents latest by **13/08/2021 till 17:00 hrs:**

- a) Self -attested Matriculation/ Secondary certificate as proof of date of birth.
- b) Self-attested Photocopies of all necessary Pass Certificates and Mark Sheets of Educational Qualifications (Xth, XIIth, Graduation) and other qualifications, if any.
- c) Self-attested Photocopies of all Experience Certificate (including from present employer) indicating clearly the date of joining and relieving of the posts (e.g. experience certificate, pay slip, Form-16, job assignment, joining & separation order etc).
- d) Self-attested Certificate of Scheduled Caste / Scheduled Tribe / latest OBC (NCL) / latest EWS / PWD / Ex-Serviceman as the case may be from appropriate authorities (if applicable).
- e) Self-attested proof of identification (Aadhar card, PAN card, Voter Identity Card, Indian passport etc.)
- f) One recent passport size color photograph. The photo-print should be clear and should have full face, front view, eyes open.

Selection Procedure:

The Selection will be done by way of inviting applications first and shortlisting candidates on various criterion viz. their profile, age, educational qualification, experience etc. for Interview. Decision of NBCC will be final in this regard.

A panel of suitable candidates will be created for each post which will be operated in future for meeting the requirement of the same client.

General Conditions:

1. Candidate should read the complete advertisement carefully and ensure that he /she fulfills the eligibility criteria for the posts advertised in all respects.
2. Candidates should submit only single application for a post and application once submitted cannot be altered.
3. **Application received through e-mail will not be entertained.**
4. 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.
5. 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.
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. Selected candidate will be required to serve in any part of India or abroad including subsidiaries and JV companies as per the discretion/requirement of the Company.
8. Candidature will be liable for cancellation at any stage if it is found that information furnished in the application is misleading/incomplete/false. Candidates are advised to give specific /correct/ full information and attach proof thereof by way of **self attested photocopies** of the original documents/certificates, wherever required.
9. The cut-off date for determining the age, experience etc. shall be the closing date of submission of online application i.e **04/08/2021 (Wednesday)**. 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 for the post / level shall be counted from the said date onwards.
10. 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.**
11. **Candidates are required to retain a copy of the online submitted application form for future reference.**
12. Management reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
13. In case of overwhelming response, the minimum eligibility standards/ criteria may be raised to restrict the number of candidates, if so required.
14. In-complete applications / without signature/ without Photograph/ applications without necessary supporting documents / applications without application fee (if applicable) will be rejected.
15. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available only on our official website i.e. www.nbccindia.com under the head **“Human Resources”- Sub Head-“Career”**. Hence prospective applicants are advised to visit NBCC website regularly for the above purpose.

16. Any queries/issues regarding above advertisement are to be addressed to NBCC only through email at talent@nbccindia.com.
17. Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
18. Any legal proceeding 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.
19. All correspondence shall be made through email only and no communication would be sent through courier/post or through any other mode.

APPLICATIONS NOT IN CONFORMITY WITH THE REQUIREMENTS MENTIONED ABOVE/ INCOMPLETE APPLICATIONS/ WITHOUT SIGNATURE/ WITHOUT PHOTOGRAPH/ WITHOUT APPLICATION FEE (IF APPLICABLE)/ WITHOUT NECESSARY SUPPORTING DOCUMENTS WILL BE REJECTED AND NO CORRESPONDENCE SHALL BE ENTERTAINED IN THIS REGARD.

Candidates are requested to visit the NBCC website regularly to know the latest information, important dates, corrigendum etc., if any.

IMPORTANT DATES:

Date of Commencement of online submission of Application	20/07/2021 (10:00 Hrs)
Closing date of online submission of Application	04/08/2021 (17:00 Hrs)
Cutoff date for eligibility criteria (age, experience etc.)	04/08/2021
Closing Date for receiving Hard Copy of online Application form along with supporting documents	13/08/2021 (17:00 Hrs)
