



NATIONAL BUILDINGS CONSTRUCTION CORPORATION LIMITED
(A GOVT. OF INDIA ENTERPRISE)
'Committed to Customer's Delight '

ADVT. 03/09

NBCC is the largest construction PSU of the Govt. of India. It's vision is to be a widely admired and preferred Construction Services Company by setting the highest standards in Customer Service, Reliability, Safety and Environment Stewardship and Cost Containment. NBCC seeks dynamic & hardworking professionals to expands its HR & Legal Team. The openings are for the following positions on regular basis:

S.No.	Name of the post	Scale of pay on Industrial D.A. pattern	Upper age as on 01.04.09
1.	General Manager(HR)**	Rs.36600-62000	45 years
2.	Manager(Law)**	Rs.24900-50500	40 years
3	Asstt. Managers(Law)**	Rs.16400-40500	26 years.

Number of posts will be filled up as per requirement.

**** No posts are reserved for Persons with Disability. However Persons with Disability can apply for post at Sl. No. 1 (OPH, HH & Blind (Low Vision) and for post at Sl. No. 2 & 3 (OPH & Blind(Low Vision)).**

Qualification and job requirements :-

General Manager(HR) :

Full time MBA (Specialisation in HRM) or equivalent qualification from an Institution of repute.

Should have worked in industrial environment and exposed to multiple trade unions industrial relation scenario, Functional capabilities should be inclusive of thorough knowledge of labour laws and service regulations, application of HRM concepts, tools and practices, such as manpower planning, performance management, career management, succession planning, competency modelling, competency appraisal, negotiation of wage settlement and productivity incentive schemes, formulation of HRM, employee's welfare and industrial relations policies, preparation of counter affidavits, written replies to the writ petitions and petitions before the CAT, Labour Courts and representation of employer in the conciliation and quasi-judicial proceedings.

Experience:

Not less than 18 years in Public Sector or large Private Sector enterprise. Those who have experience of working as the functional head or second in command to the functional head shall be preferred.

Contd..2/-

Manager(Law) : LLB. Degree from a recognised University. Must be an enrolled advocate with minimum 8 years experience. Preference will be given to those candidates who have adequate experience in public sector construction and power generation / power distribution companies. The candidate must be proficient in the use of computers.

Asstt. Managers(Law) : LL.B. degree from an Institute of repute. Must be an enrolled Advocate. Preference will be given to those candidates who have experience as interns / junior Advocates. The candidate must be proficient in the use of computers and have a good command of English. Selection will be in two stages comprising written examination and interview. Only those who pass written examination scoring the required percentage / marks shall be eligible to be called for interview.

GENERAL

1. Reservation for SC/ST/OBC (Non Creamy Layer) category exist as per rules.
2. Age Relaxation : Maximum Relaxation in upper age limit will be as under :
 - i) Upto a Maximum of 05 years in the case of SC/ST candidates.
 - ii) Upto a Maximum of 03 years in the case of OBC candidates.
 - iii) Upper age limit for Physically Challenged persons by 5 years (10 years for SCs/STs and 8 years for OBCs).
 - iv) In case of Ex-Serviceman, service rendered in the Armed forces plus 03 years.
3. Upper age limit shall not apply in respect of the departmental candidates who have balance service of at least three years.
4. Candidates in Govt. Semi-Govt. Organization/Public Sector Undertakings and Autonomous Bodies should route their application "Through Proper Channel" or furnish "NO OBJECTION CERTIFICATE" at the time of interview.
5. Candidates called for interview for the post mentioned at **SI No.1 & 2** will be paid to and fro **II AC sleeper class** rail fare, and candidates called for written examination / interview for the post mentioned at Sl. No. 3 will be paid **III AC Class** rail fare from the nearest railway station of the declared place of residence by the shortest route beyond 30 km. subject to production of rail ticket.
6. Disability of applicants applying against the quota reserved for the physically challenged persons should not be less than 40%.
7. Relaxation of standard in selection against reserved vacancies- If sufficient number of reserved categories persons are not available on the basis of general standard laid down to fill the vacancies reserved for them, the candidates belonging to these categories may be selected under relaxed standard to fill up the vacancies reserved for them provided they are not found unfit for such posts.
- 8.. Selected candidates should be prepared to serve in any part of the country or abroad where the Corporation has its operations.
- 9.. Persons with higher educational qualification in the line will be preferred . Mere fulfilling the minimum requirements of experience and qualification will not vest any right on the candidates to be called for interview.

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10. Fringe Benefits : HRA, CCA, CPF, LTC, gratuity, mediclaim insurance subject to certain limits, leave encashment etc.
11. Incomplete/unsigned /late applications will be summarily rejected.
12. Candidates can apply either in English or in Hindi & they can opt either English or Hindi for interview.

The envelope should be superscribed with the advt. No. and post applied for. Applications may be sent to the General Manager (Pers.&IR), NBCC Limited, NBCC Bhawan, Lodhi Road, New Delhi- 110003 in the prescribed format only latest by 16.06.2009

APPLICATION FORM FOR EMPLOYMENT IN NBCC ON REGULAR BASIS

(Advt. 03/2009)

Affix your recent
passport size
photograph here

POST APPLIED FOR :

1.NAME (IN CAPITALS)

2. FATHER'S /HUSBAND'S
NAME

3. GENDER

 M F

4. DATE OF BIRTH

DD

MM

YYYY

Y M

5. AGE (AS ON **01.04.2009**)

6. Indicate the category you belong to :

GEN / SC/ST/OBC [Non-Creamy Layer] / EX. SERVICEMAN(strike off in applicable)

If belongs to SC/ST/OBC/, State sub-caste.....

7. PHYSICALLY HANDICAPPED : YES / NO. If YES, state the nature of disability
.....

Cont./- 2

11. Particulars of experience if any: Total Experience _____ Years. Experience one step below _____ Yrs.

S.No.	Name & Address of the Employer	Post held	Period		Total	Job description in brief	Pay scale / Salary drawn
			From	To			

12. Brief sketch not exceeding 200 words about achievements made in the present assignment:

(Separate sheet may be enclosed as Annexure)

13. Certified that the information furnished above are true to the best of my knowledge :

Place :

Date :

SIGNATURE OF THE CANDIDATE

FOR OFFICE USE ONLY