

Details for the post of Director (Infrastructure)	
Pay Scale: 37400-67000 with grade pay of Rs. 8700/8900	
Designation: Director (Infrastructure)	Location: New Delhi
Nature of Appointment:	
<ol style="list-style-type: none"> 1. Deputation from Central/State Government/Union Territory. 2. The applicant should either be on analogous post or in the pay band of Rs. 37400-67000 with grade pay of Rs. 8700 for atleast two years or in the pay band of Rs. 15600-39100 with grade pay of Rs. 7600 for atleast four years. 	
Tenure of Appointment:	
The period of Deputation likely to be two years.	
Job Responsibility	
<ol style="list-style-type: none"> 1. Planning, Designing, Execution and Monitoring of the entire Project Infrastructure. 2. Heading the core infrastructure team of NATRIP for comprehensive and organised implementation of the project. 3. Defining the entire infrastructural architecture of the testing and R&D facilities spread across seven locations of NATRIP, in close coordination with Director (Technical). 4. Coordinating the infrastructural aspects with Global Consultants in furtherance of the project implementation as per Governmental approval and in accordance with the Global Consultancy. 5. Providing necessary infrastructural inputs to the Technical Advisory Team. 6. Assisting the Project Office in all infrastructural aspects in the implementation of the Project. 7. Finalising the specifications of civil works, elevations, drawings, architectural layouts and for the entire process of procurement related to civil work. 8. Negotiations with suppliers/ civil contractors/ construction supervisors. 9. Continous monitoring of environmental aspects, licenses permissions for constructions with the relevant authorities and supervising commissioning of all equipments in close coordination with Director (Technical) 10. Any other work as assigned from time to time. 	
Essential Qualification	
1. Graduation in Civil Engineering from a recognized university	
Desirable Qualification	
1. M.B.A/PGDM from recognised university/institute or equivalent.	
Age Limit and Experience	
<ol style="list-style-type: none"> 1. Not above 52 years 2. At least 15 years of experience out of which at least three years heading the large infrastructure and turnkey project having interface with experts of international repute. 3. Should be very strong in project planning, facility layouts, utilities planning and should have wide ranging skills for negotiations with suppliers of equipments. 	
Note:	
<ol style="list-style-type: none"> 1. Officers already on deputation under Central Staffing Scheme need not obtain cadre clearance from cadre controlling authority in terms of DoPTOM No. AB-14017/2/07-Estt. (RR) dated 29th February, 2008. 2. Application with due vigilance clearance only may be forwarded. 	

12. Experience: - (A brief bio-data is enclosed)

Sr. No.	Designation & Place of Posting	Brief listing of responsibilities	From	To	Duration (No. of years)	Please specify whether Auto-related or other; cadre or on deputation.
1						
2						
3						
4						
5						
6						

13. Present Designation, Place of Posting and Office Address:-

14. Present Scale of Pay and date of grant :-

15. Details of awards, if any:-

16. Details of past penalties/warnings, if any:-

17. Self Certification and Declaration: I hereby certify and declare that:-

1. All statements made in this application form are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, or ineligibility being detected before or after the interview/selection, my candidature may be cancelled and action can be taken against me.
2. I have read the provisions in advertisement carefully and I fulfill all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.
3. I certify that there is no vigilance or any disciplinary proceedings pending against me.

Place:

Date:

SIGNATURE OF THE CANDIDATE
(UNSIGNED APPLICATION WILL BE REJECTED)

Forwarded by the Controlling Officer

(NOC and Verification of the details by the Cadre controlling authority)

The Cadre controlling authority hereby gives its No Objection to Shri/Smt/Ms.....for applying and being considered against the vacancy of Director- Infrastructure, NATRIP. Further, it is hereby certified that in the event of the officer being selected for the said post, he/she shall be spared and relieved for taking up the assignment on deputation basis. In addition, the particulars furnished by the candidate as above are certified as being correct and true as per official records. It is also certified that there is no vigilance case or any disciplinary proceedings pending against the official. Past record of the officer as well as details of ACRs for the past five years along with the attested copies of the same are also being enclosed.

Signature & Designation of the Cadre Controlling Authority
Telephone Number:
Office Seal:

PAST RECORD OF THE OFFICIAL
(TO BE FILLED IN BY THE CADRE CONTROLLING AUTHORITY)

1. Details of awards received by the officer, if any:-
2. Details of past disciplinary action/vigilance cases against the official, if any:-
3. Summary of ACRs for the past 5 years:-

Year	Overall Grading	Remarks, if any

The photocopy of the above mentioned ACRs should be duly authenticated and enclosed with the application form.

Signature & Designation of the Cadre Controlling Authority
Telephone Number:
Office Seal: