

NATIONAL AUTOMOTIVE TESTING AND R&D INFRASTRUCTURE PROJECT

Applications are invited from Sr. Govt. Officials for the post of Director - Operations

National Automotive Testing and R&D Infrastructure Project (NATRIP) an important initiative of Govt. of India for development and upgradation of automotive testing, homologation and infrastructure facilities in the country invites applications from eligible AIS/Group 'A' Govt. officers (Central/State/Union Territory) for filling up the post of Director - Operations (Pay Band-4: Rs. 37400-Rs. 67000 and GP of Rs. 8700/8900 on deputation basis). The expected period of deputation is likely to be upto 31.12.2012. Officers already on deputation under Central Staffing Scheme need not obtain cadre clearance from cadre controlling authority in terms of DoP&T OM No. AB-14017/2/07-Estt.(RR) dated 29th February 2008. Applications duly complete in all respects should be sent to 'Sr. Administrative Officer', NATIS latest by 22nd July 2011 by 05:30p.m at NBCC Place, 3rd Floor, South Tower, Bhisma Pitamah Marg, Pragati Vihar, Lodhi Road, New Delhi - 110003.

Details for the post of Director - Operations

Designation: Director - Operations	Location: New Delhi
Category: Senior Level	Pay Scale: 37400-67000 with grade pay of Rs. 8700/8900
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:	
Initially upto 31st December 2012	
Essential Qualification	
1. Graduate from a recognized university	
Desirable Qualification	
1. M.B.A./PGDM from a recognized university/ institute or equivalent.	
Age Limit and Experience	
<ol style="list-style-type: none"> 1. Not above 52 years 2. The incumbent should be well versed with the policy environment of automotive sector in the country and project management 	
Emoluments & Perks	
Perks and other emoluments to be governed by DoPT OM No. 2/29/91-Estt (Pay II) dated 05.01.1994 (as revised from time to time).	
Job Responsibility	
<ol style="list-style-type: none"> 1. Developing and co-ordinating the implementation of HR plan for the up-coming centres at NATRIP including co-ordinating the finalisation of recruitment rules for posts to be created in new centres. 2. Developing the Memorandum of Association & Articles of Association for various centres under NATRIP and their registration with societies. 3. Devising and implementing mechanism and training plan for newly appointed employees of new NATRIP centres 4. Co-ordinating the setting up of processes, systems, policies, rules for the upcoming centres. 5. Co-ordinating issues relating to and associated with various Ministries/Departments of Government of India. 6. Serve as the nodal point for co-ordination with C&I wing and M&E wing in NATRIP for project implementation, its monitoring, reporting to DHI, reviewing progress, etc. 7. Expediting the implementation and reporting of compliance of decisions of Governing Council, Empowered Committee and MHI. 8. Setting up of National Automotive Board. 9. All matters relating to promotion of Electric Mobility (NCEM/NBEM, etc.) 10. Business promotion activities of NATRIP centres with external agencies (India and abroad) including interfacing with mechanisms such as Indo-German JWG on automotive sector, etc. 11. All new initiatives of NATRIP like ELV, Inspection & Technical Services, Inspection & Maintenance, National Automotive Automotive Design Institute , etc. 12. Assist DHI in all matters relating to automotive sector. 13. Other roles as assigned by the competent authority/DHI. 	
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 DoP and T OM 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 in cadre or on deputation at present
1						
2						
3						
4						
5						
6						

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

14. Present Scale of Pay and date of grant of /empanelment to the scale of Rs. 37400-67000/-:-

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)

(To be forwarded by existing office of posting)