



भारतसरकार

GOVERNMENT OF INDIA
भारीउद्योगएवंलोकउद्यममंत्रालय
MINISTRY OF HEAVY INDUSTRY & PUBLIC
ENTERPRISES
भारीउद्योगविभाग
DEPARTMENT OF HEAVY INDUSTRY

(NATIS Cell)

Ref. No. 7(1)/2014-NATIS

Dated: 31st March, 2014

Office Memorandum

Subject:- Selection for the post of Member, Policy Framweork & New Initiatives (PN), National Automotive Board(NAB) & Member (Tecnical), National Automotive Board(NAB)

It is proposed to fill up one post of Member, Policy Faramework & New Initiatives (PN), National Automotive Board (NAB) and one post of Member (Technical), National Automotive Board (NAB), New Delhi. The details of pay scale, qualification, experience, job responsibility, age limit etc are given in Annexure-1. The application from is given at annexure-2.

Application of only such candidates will be considered as are routed through proper channel and are accompanied with (i) bio-data in the proforma at Annexure-II (ii) Cadre clearance (iii) clearance form vigilance and disciplinacy angle (iv)clear photocopies of the up-to-date CR/APAs dossier of the last five years.

Officers already on deputation under Central Staffing Scheme need not obtain cadre cleance from cadre controlling authotiry in terms of DoPT OM N. AB-14017/2/07-Estt.. (RRO) dt. 29th Feb., 2008. Those applicants, who have already applied for the post against this Deptt.'s advertisement of even number dated January 2014, need not apply again.

Application must reach within 21 days from the date of publication of this circular on Deptt. of Personel & Tranning (DoP&T) website, on the following address-

Niraj Kumar, Director
Room No. 123-C,
Udyog Bhawan, New Delhi

.....2/-

NAB will not be responsible for loss of application in transit. NAB reserves the right to call only those candidates who are found eligible after screening for interview or for the selection process.



(Niraj Kumar)

Director

Tele/Fax: 23062515

To

- i. Technical Director, NIC, Deptt. of Personnel & Training, Room No. 11/A, North Block, New Delhi – with the request to post this circular alongwith annexures on DoP&T website under the heading “ Vacancies in the autonomous Organisations.”
- ✓ ii. NIC, DHI- with the request that this vacancy circular alongwith annexures may be posted on the official website of the DHI.
- iii. Copy, with a copy of enclosures, forwarded to the following with the request to give wide publicity of the above posts :-
 - a) Director, Automotive Research Association of India (ARAI) ,S.No.102,Vital Hill, off Paud Road, Kothrud, Pune-411038
 - b) Director, Central Institute of Road Transport, Bhosari, Pune-411026
 - c) Director, Vehicle Reseach & Development Establishment (VRDE), P.O Vahanagar, Ahmednagar-414006
 - d) Executive Director, Automotive Components Mfrs. Association(ACMA), The Capital Court, 6th Floor olof Palme Marg, Munirka New Delhi-110067
 - e) Director General, Society of Indian Automobiles Mfrs. (SIAM), Core 4-B, 5th Floor, India Habitat Centre Lodhi Road, Nw Delhi- 110003

National Automotive Board (NAB) is an autonomous society under Department of Heavy Industry, Ministry of Heavy Industry & Public enterprises, Govt. of India. The main objective of NAB is to steer, coordinate and synergize all efforts of the government in important ongoing and new initiatives for automotive sector especially in the area of electric mobility, intelligent transport systems, automotive testing, collaborative R&D and for implementation of the recommendations of the Automotive Mission Plan 2006-16. It works as nerve centre of the organizational interactions between the government, industry and the academia, and, under DHI, is function as a repository of automotive domain expertise.

Application is invited for the post of Member ,Policy Framework & New Initiatives (PN) (Tenure Post in case of Deputation from Gol) National Automotive Board (NAB).The details pay scale, qualification, experience, job responsibility, age limit etc for the post are as follows-

Details of the post of Member, Policy Framework & New Initiatives (PN), National Automotive Board (NAB)

Designation: Member, Policy Framework & New Initiatives (PN)

Location: New Delhi

Category: Senior level

Pay Scale: Pay Scale-PB -4 (37400-67000) + Grade pay Rs. 10000.

Nature of Appointment:

- Only "Indian Citizens" is eligible to apply.
- In case of officers on deputation from Government the tenure will be for 3 years extendable to 5 years based on performance.
- For officers joining on absorption the tenure will be till attaining age of retirement (60 years).

The post will be filled on deputation basis of suitable eligible regular officers from the GoI or societies/ agencies under the Government. However, preference will be given to suitable Government officers willing to join on absorption to NAB.

Age Limit:- Minimum age- 42 years and Maximum age- 52 years. The age of retirement is 60 years.

QUALIFICATION & EXPERIENCE

The incumbent should be regular senior Govt. officer working either in the pay band PB-4 (37400-67000) + Grade pay Rs.10000 or in the pay band PB-4 (37400-67000) + Grade pay Rs. 8700/8900 with an experience of at least 5 years in the GP Rs.8700/8900.

Educational Qualification: The incumbent should have a Bachelors degree with good academic record from a reputed University / Institution. MBA/PGDM/M.Sc is desirable.

Experience:

The following experience is desirable:

- Should be well versed with the policy environment of automotive sector in the country and the automotive sector landscape in India and abroad.
- Should have good experience in handling framing of automotive sector policies, administration, etc.
- Should have knowledge and be well versed with developments related to the various new & important initiatives for auto sector like electric mobility, ELV, I&C etc.
- Should be conversant with the existing regulatory framework for the automotive sector in India and abroad.
- Should have good networking capabilities, leadership qualities and ability to manage large teams for collaborative efforts.

Job Responsibility:

- Member (Policy Framework & New Initiatives), NAB will head the Policy, New Initiatives for automotive sector, Administration, Human Resources and Finance Divisions in NAB and will be responsible for matters pertaining to these divisions.
- He / She will head all new initiatives and special programs for automotive sector like electric mobility, New Vehicle Assessment Program (NVAP), Framework for End of Life Vehicles (ELV), Setting up of the National Automobile Design Institute, Intelligent Transportation System (ITS) and roll out of I&C regime.
- He / She shall be the head of the electric mobility division and assist the Chairman, NAB in supporting the Government for the National Mission for Electric Mobility. This will include extending technical & expert advice and administrative support to the NBEM, NCEM. He / She will extend support & assist the Government in design of various policies schemes, projects and assist the Government in design of various policies schemes, projects and interventions for NMEM and their implementation. This will include the implementation, monitoring & review of NEMMP 2020 programs.
- He / She would liaison and be the nodal point of contact for various Miniseries / Govt. Agencies for all the NAB activities.
- He/ She shall be the lead member and assist the Chairman, NAB in extending administrative and technical support to all the Government Ministries for the purpose of framing their policies related to the automotive sector. This will include providing expert advice and technical support

to various Ministries in formulating & finalizing the stand of India in all International engagements that include issues pertaining to FTA'S, WTO, WP-29 etc.

- He/ She shall be the lead member for developing all external cooperation and forging tie ups of NAB with agencies both in India and abroad. This will include creating collaboration with National & International bodies with similar objectives for promoting and developing Cooperation for the NAB framework.
- He/ She shall be the lead member for all matters relating to Administrative, Finance, Human Resources, Legal issues and Business Development & Promotion activities in NAB.
- He/ She shall advise the chairman on the future expansion, upgradation and capacity building of testing centers from a business viability perspective.
- He will lead the lead member for skill development efforts relating to automotive testing, R&D and for new initiatives. This will include building ties with academia for skill development purposes.
- He/ She shall assist the Chairman, NAB in strategic planning decisions, executing organization objectives and for ensuring statutory compliances including matters relating to audit, CAG, CVC etc.
- He/ She will also be responsible for the supervision of activities & coordination of issues with all centers under NAB in matters related to New Initiatives, Policy Framework, administration, HR, Finance, Statutory Compliances, Grievance Redressal and for references from Government including matters related to statutory agencies of the Government like CVC, audit etc.
- He/ She shall carry out any other responsibilities or tasks that are assigned to him/her by Chairman, NAB and represent NAB in any meetings or committees or expert bodies as decided from time to time.
- Member (Policy Framework & New Initiatives) may assign/transfer/delegate any departmental function and the duties of Policy Framework, New Initiatives, Business Development & Promotion, HR, Finance and Administration to any employee of the Society, as he/she may deem fit and proper and necessary.

Note: 1. Officers already on deputation under Central Staffing Scheme need not obtain cadre clearance from cadre controlling authority in terms of DoPT OM No. AB-14017/2/07-Est.(RR0 dt. 29th Feb., 2008.

2. Application with due vigilance clearance only may be forwarded through proper channel.

10. Any other higher Qualification, please specify
11. Computer literacy: Yes/No
12. Languages known:
13. 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.

14. Present Designation, Place of Posting and Office Address:-
15. Present Scale of Pay and date of grant of /empanelment to the scale of Rs. 37400-67000/-
16. Details of awards, if any:-
17. Details of past penalties/warnings, if any:-
18. Self Certification and Declaration: I hereby certify and declare that:-

All statement 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.

I have read the provisions in advertisement carefully and I fulfil all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.

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 Office

(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 Member ,Policy Framework & New Initiatives (PN), National Automotive Board (NAB). 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:

National Automotive Board (NAB) is an autonomous society under Department of Heavy Industry, Ministry of Heavy Industry & Public enterprises, Govt. of India. The main objective of NAB is to steer, coordinate and synergize all efforts of the government in important ongoing and new initiatives for automotive sector especially in the area of electric mobility, intelligent transport systems, automotive testing, collaborative R&D and for implementation of the recommendations of the Automotive Mission Plan 2006-16. It works as nerve centre of the organizational interactions between the government, industry and the academia, and, under DHI, its function as a repository of automotive domain expertise.

Application is invited for the post of Member (Technical), National Automotive Board (NAB). The details pay scale, qualification, experience, job responsibility, age limit etc for the post are as follows-

Details of the post of Member, (Technical), National Automotive Board (NAB)

Designation: Member, (Technical)

Location: New Delhi

Category: Senior level

Pay Scale: Pay Scale-PB -4 (37400-67000) + Grade pay Rs. 10000.

Nature of Appointment:

- Only "Indian Citizens" is eligible to apply.
- In case of officers on deputation from Government the tenure will be for 3 years extendable to 5 years based on performance.
- For officers joining on absorption the tenure will be till attaining age of retirement (60 years).

The post will be filled on deputation basis of suitable eligible regular officers from the GoI or societies/ agencies under the Government. However, preference will be given to suitable regular officers from Govt. or societies/ agencies under the Govt. willing to join on absorption to NAB.

Age Limit:- Minimum age- 42 years and Maximum age- 52 years. The age of retirement is 60 years.

QUALIFICATION & EXPERIENCE

The incumbent should be a regular senior officer from the Government or from society / agency under the Government working either in the pay band PB-4 (37400-67000) + Grade pay Rs.10000 or in the pay band PB-4 (37400-67000) + Grade pay Rs. 8700/8900 with an experience of at least 5 years in the GP Rs.8700/8900.

Educational Qualification: The incumbent should have a Master's degree in automotive or mechanical engineering with good academic record from a reputed university. Phd in relevant field is desirable.

Experience:

The following experience is desirable:

- Should be well versed with the policy environment of automotive sector in the country and the automotive industry.
- Should have minimum 10 years' relevant experience.
- Good experience in area of automotive regulations in India and abroad.
- Should be well versed with the Global Harmonized regulations framework for automotive sector.
- Should have good understanding of the automotive policy framework of the Government.
- Should have good networking capabilities and leadership qualities.

Job Responsibility:

- Member, Technical, NAB shall head the vehicle test certification division in NAB. He/she will responsible for matters relating to the issue of automotive test certificates, test lab accreditation, technical oversight & audit of test labs under NAB and for recommending action in case of non-compliance by testing centers under NAB.
- He / She shall be responsible to ensure the standardization of test procedures and protocols followed in the centers under NAB.
- He / She shall be responsible for redressal of complaints relating to certification & accreditation and also testing done by Centers under NAB.
- He / She shall head the division responsible for capturing, collecting, studying and analysing data relating to automotive testing & homologation, accidents, air quality studies, vehicle population data, fuel efficiency data, alternate fuel usage data, in-use vehicle data and NVAP related data. This will include preparation of technical reports as required by other division of NAB.
- He / She shall be the lead Member for assisting the Chairman, NAB for providing technical assistance and administrative support from NAB to department of Road transport for automotive regulation development.
- He / She shall advice the Chairman, NAB on the future expansion, upgradation and capacity building of testing centers under NAB from a technical perspective.
- He / She shall assist the Chairman, NAB for ensuring a frame work of fair competition amongst the various testing centers under NAB.

- He/ She shall be the lead member in assisting the Chairman, NAB in matters relating to winding up of residual issues of NATIS.
- He/ She shall provide technical inputs / advice to assist in matters related to implementation of Inspection & Certification regime in India
- He / She shall provide inputs for skill development efforts related to automotive testing requirement to the nodal division on skill development initiative.
- He / She shall be responsible to assist the Chairman, NAB for providing technical advice as required from time to time in matters referred to NAB by various Ministries of Government of India.
- He / She shall be responsible for the supervision of activities & coordination of issues with all centers under NAB in technical matters related to automotive testing.
- He / She carry out any other responsibilities or tasks that are assigned to him/her by Chairman, NAB and represent NAB in any meetings or committees or expert bodies as decided from time to time.
- Member Technical may assign/transfer/delegate any departmental function and the duties of technical nature to any employee of the society, as he / she may deem fit and proper and necessary.

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2. Application with due vigilance clearance only may be forwarded through proper channel.

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11. Computer literacy: Yes/No
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I have read the provisions in advertisement carefully and I fulfil all the conditions of eligibility regarding age limits, educational qualifications etc. prescribed in the advertisement and other relevant rules and instructions.

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 Office

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

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

Appendix

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

18. Details of awards received by the officer, if any:-
19. Details of past disciplinary action/vigilance cases against the official, if any:-
20. Summary of the 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 and designation of the Cadre Controlling Authority
Telephone number:
Official Seal: