



सत्यमेव जयते

भारतीय राष्ट्रीय राजमार्ग प्राधिकरण

(सड़क परिवहन और राजमार्ग मंत्रालय, भारत सरकार)

National Highways Authority of India

(Ministry of Road Transport and Highways, Government of India)

जी-5 एवं 6, सेक्टर-10, द्वारका, नई दिल्ली - 110 075 • G-5 & 6, Sector-10, Dwarka, New Delhi-110075

दूरभाष/Phone : 91-11-25074100 / 25074200



No ADMIN-11012/30/2024-Admn. (E-255990)

28.08.2024

CIRCULAR

Subject:- Promotion through selection to the post of Assistant Manager (Administration) - reg.

It is proposed to fill up following vacant posts of Assistant Manager (Administration) in PB-2 (Rs.9300-34,800) with GP Rs. 4800/- Level-8 (47,600-1,51,100), as per 7th CPC in NHA by promotion through selection as per the Recruitment Regulations (RR) dated 16.05.2016 (copy enclosed as **Annexure A**):

| Total | UR | SC | ST | PwBD# |
|-------|----|----|----|-------|
| 3 | 2 | 1 | 0 | 1 |

- Note:-** 1. #The vacancy for PwBD category is reserved in horizontal manner, as per instruction of DoPT.
2. The physical requirement and suitable category of benchmark disabilities identified for the post of Assistant Manager (Admn.) is given below:-

| Physical Requirement | Suitable Category of Bench Disabilities |
|---|--|
| S, ST, MF, RW, SE, H | (a) B, LV (b) D, HH (c) OA, BA, OL, BL, OAL, BLOA, CP, LC, Dw, AAV, MDy (d) MI (e) MD involving (a) to (d) above |
| Functional Requirement Abbreviations used:- S=Sitting, ST=Standing, MF=Manipulation by fingers, RW=Reading & Writing, SE=Seeing, H=Hearing Category Abbreviation used:- B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, BA=Both Arms, OL=One Leg, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both Leg & One Arm, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy=Muscular Dystrophy, MI=Mental Illness, MD=Multiple Disabilities | |

2. All willing regular officials, who have rendered requisite years of **regular service in the posts of Private Secretary/Personal Assistant/Caretaker & Store Keeper/ Receptionist as on 01.01.2024** and possess eligibility conditions prescribed in the Recruitment Regulations are requested to fill their online application form on the application portal from 29.08.2024. The last date prescribed for receipt of the online applications is **30.09.2024 (06.00 PM)**.

28/08/2024

-2-


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3. The applications for the above post shall be accepted only through **online mode** only for which the applicants may visit to NHAi website at the link **<https://nhai.gov.in/#/vacancies/current>**. It is clarified that applications received through any other mode shall be summarily rejected. In case of any technical issue while filling up the online application form, the official may contact to IT Development Team at Tel. No. 011-25074100/4200 Extn. No. 1028.

4. This issues with approval of the Competent Authority.

Encl: As above


(Nitin Gupta) 28/08/2024
DGM (HR/Admn)-IIIA

To,

- (a) All regular PSs, PAs, Caretaker & Storekeeper and Receptionist – through Web Admin.
- (b) Web Admin – with the request to circulate this circular to all PSs, PAs, Caretakers & Storekeepers and Receptionists and also host it on the NHAi website in the VACANCIES tab.