



**INDIAN HIGHWAYS MANAGEMENT COMPANY LIMITED**  
(An initiative of NHAI)

Regd. Office: 1<sup>st</sup> Floor, NHAI Old Building, G-5 & 6, Sector-10, Dwarka- 110 075 (India)

No. IHMCL/HR/Recruit/01/2024/03

Dated: 13.09.2024

**RECRUITMENT FOR CHIEF EXECUTIVE OFFICER (CEO) in IHMCL**

1. Indian Highways Management Company Limited (IHMCL) is a company jointly promoted by National Highways Authority of India (NHAI) along with its Concessionaires and Financial Institutions, incorporated under the Companies Act, 1956. The company was established to Implement and manage an efficient Electronic Toll Collection (ETC) system across the national highways and to deploy Intelligent Transport Systems (ITS) to enhance the management of highways and improve traffic conditions. Indian Highways Management Company Limited (IHMCL) is a non-government company which has adopted the IDA pay pattern.

2. IHMCL is currently planning to recruit a dynamic and experienced Chief Executive Officer (CEO) to oversee its ongoing operations and future endeavours. The candidate will be company's second-in-command and responsible for efficiency and smooth progression of its business. CEO will be a key member of the senior management team, reporting to Chairman & Managing Director of IHMCL. The details are hereunder: -

S.No.	Post	Pay scales	Total Posts
1	Chief Executive Officer (CEO) (E-9 IDA Grade)	As per Experience & Market rate	01

**A. DETAILS OF ELIGIBILITY CONDITIONS**

Sl. No.	Name of the post
1.	<b>Chief Executive Officer (CEO)</b>
<b>Educational qualification and experience required</b>	
<b>Educational Qualification:-</b>	
<b>(A) Essential:-</b> Bachelor's Degree from a recognized University/Institute.	
<b>(B) Desirable:-</b>	
(a) Bachelor's Degree in Engineering from a recognized University/Institute.	
(b) Masters' Degree in Business Administration (MBA) from a recognized University/Institute.	
<b>AND</b>	
<b>Essential Experience:-</b> Twenty Five years' experience in the field of Management, Technology, Engineering, Governance, Operations or similar field in Large Corporates/PSUs/Autonomous bodies/Government bodies.	
<b>WITH</b>	
(a) Minimum 03 years' experience as CXO in large corporates	
or	
(b) Minimum Level-14 or equivalent position in PSUs/Autonomous bodies/ Government bodies	

IMPORTANT DATES	
TIME LINES	
Opening Date for Registration of Application	13.09.2024
Last Date for submission of Application	13.10.2024

**3. IMPORTANT CONDITIONS:**

3.1. The candidates applying the posts should ensure the following:-

(i) **MINIMUM ESSENTIAL QUALIFICATION & EXPERIENCE:** The Applicant must fulfill the essential qualification & experience for the Post as mentioned above as well as other conditions stipulated in this Advertisement. The Applicant is advised to satisfy themselves before applying that they possess at least the essential qualification / experience as laid down for the post. No inquiry asking for advice as to eligibility will be entertained.

(NOTE: The prescribed essential qualification(s)/experience are the minimum and the mere possession of the same does not entitle candidates to be considered for appointment).

(ii) **PROCEDURE TO APPLY:**

1. Applicants can send their Duly filled-in Curriculum Vitae (CV) through email [hr@ihmcl.com](mailto:hr@ihmcl.com) or through registered post at following address with subject line and envelope super-scried with "Application for the Post of CEO IHMCL" on or before **13.10.2024**:

<p>A R Chitranshi Chief Operating Officer (COO) INDIAN HIGHWAYS MANAGEMENT COMPANY LIMITED Regd. Office: 1st Floor, NHAI Old Building, G-5 &amp; 6, Sector-10, Dwarka, New Delhi- 110 075 (India)</p>
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i) The CV should essentially include the broad details (not exhaustive) as per the prescribed format enclosed as **Annexure-A** to this advertisement.

ii) The Applications may be submitted by **13.10.2024**.

2. The applicants are advised to fill the application form carefully in accordance with the eligibility criteria and experience mentioned for the post(s). Applications incomplete in any respect, shall be summarily rejected without any notice. It may be noted that any subsequent clarification regarding job profile / experience etc. at a later date will not be entertained under any circumstances.

(iii) **GENERAL CONDITIONS FOR THE APPLICANTS:**

1. The post is currently based in New Delhi.

2. The applicants are advised to fill the application form carefully in accordance with the eligibility criteria and experience mentioned above. It may be noted that the entire selection process shall be carried out on the basis of the entries made by the applicant in his / her application form and no request shall be entertained under any circumstances for any alteration / modification / change in the entries made by the applicant in the application form.

Note: The candidates are advised to submit the Recruitment Application well in advance without waiting for the closing date.

3. In case of any dispute/ambiguity that may occur in the process of selection, the decision of the IHMCL shall be final. Applicants are advised to satisfy themselves before applying that they possess the essential qualifications laid down in the advertisement.

4. In case the number of applications received in response to this advertisement is large, IHMCL may at its sole discretion, screen down the applications based on an objective criterion devised for this purpose. The IHMCL may conduct selection on the basis of Written Test/General Discussion (GD)/Personal Interview (PI)/Presentation or as may be decided by the Competent Authority.
5. Any dispute in regard to any matter referred to herein shall be subject to the jurisdiction of Delhi Courts only.
6. In case of any inadvertent mistake in the process of selection, which may be detected at any stage even after issuing an appointment letter, the IHMCL reserves the right to modify/withdraw/cancel any communication made to the applicant.
7. Applicants must NOT furnish any particulars that are false, tampered or fabricated, or suppress any material / information while submitting the application and self-certified copies/testimonials.
8. SC/ST/Minority Community / Women / Persons with Benchmark Disability are encouraged to apply.
9. Crucial date for determination of eligibility shall be the last date prescribed for the receipt of applications.
10. Canvassing or bringing influence in any form will disqualify the candidature.
11. The advertisement can be withdrawn at any time at the discretion of the Competent Authority without assigning any reasons thereof.
12. 'Corrigendum' or 'Addendum' or 'Cancellation' to this advertisement, if any, shall be published only on the website of IHMCL and will not be published in the newspapers. Therefore, the Applicants are advised to check the website of IHMCL regularly.

**Address for Communication:**

**A R Chitranshi**  
**Chief Operating Officer (COO)**  
**Indian Highways Management Company Limited (IHMCL)**  
**Regd. Office: 1st Floor, NHAI Old Building,**  
**G-5 & 6, Sector-10, Dwarka, New Delhi- 110 075 (India)**  
**Tel. No. 25074100/200 Extn No. 1804**

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**APPLICATION FOR THE POST OF CHIEF EXECUTIVE OFFICER (CEO)**

1. Name of the Candidate (in Block letters) : \_\_\_\_\_
2. Father's/Husband's Name (in Block letters) : \_\_\_\_\_
3. Date of Birth in Christian era (in dd/mm/yyyy format) : \_\_\_\_\_
4. Permanent Address (with PIN code) : \_\_\_\_\_
5. Address for Correspondence (with PIN code) : \_\_\_\_\_
6. E-mail address, Phone Numbers (Office, Residence & Mobile) along with Fax Number, if any : \_\_\_\_\_
7. (a) Religion : \_\_\_\_\_
- (b) Whether belonging to Minority Community, if yes, please specify : \_\_\_\_\_
- (c) Whether belonging to SC/ST/OBC, if yes, please specify : \_\_\_\_\_
- (d) Whether physically disabled, if yes, please specify : \_\_\_\_\_
- (e) Gender: Male/ Female : \_\_\_\_\_
8. Details of Educational Qualifications from Matriculation onwards (Enclose a separate sheet, duly authenticated by your signatures, if the space below is insufficient) :

Sl.No.	(1)	(2)	(3)	(4)	(5)
a. Examination passed					
b. Year of passing					
c. Name of College / Institute					
d. University/ Board					
e. Main Subjects					
f. Total aggregate & percentage of marks obtained, division and remarks, if any					

9. Details of experience (in chronological order). :  
Enclose a separate sheet. Duly authenticated by your signatures, if the space below is insufficient

Sl.No.	(1)	(2)	(3)	(4)	(5)
a. Name of organization					
b. Post held with dates (in dd/mm/yyyy format)					
c. Whether working on permanent / regular or ad-hoc, temporary, quasi-permanent or deputation or contract basis					
d. If worked on deputation basis, please indicate the post and pay scale held on regular / substantive basis in the parent department					
e. Period of tenure with dates (in dd/mm/yyyy format)	From	To			
f. Brief description of duties					
g. Scale of pay and current basic pay (In case the pay scale under CDA pattern has been revised after the 6 <sup>th</sup> CPC recommendations, please clearly indicate the Pay Band and the Grade Pay)					
h. Details of experience* in the relevant field (with dales in dd/mm/yyyy format)					

10. Additional details about present employment, :  
Please state whether working under (indicate the name and address of the organization against the relevant column)

(a) Central Government : \_\_\_\_\_

(b) State Government : \_\_\_\_\_

(c) Central / State Government Public Sector Undertaking : \_\_\_\_\_

(d) Central/ State University : \_\_\_\_\_

(e) Central/ State Autonomous Body : \_\_\_\_\_

(f) Private Sector : \_\_\_\_\_

(g) Others, please specify : \_\_\_\_\_

11. If working or belonging to the Public Sector Undertaking, please indicate
- (a) The status of PSU. Whether Schedule A, B, C, D, etc. : \_\_\_\_\_
- (b) The Grade in which you are working along with the pay scale (Whether E-1, E-2, E-3, E-4, E-5, E-6, E-7, E-8, or E-9, etc.) : \_\_\_\_\_
- (c) The grades and designations along with pay scales of the posts which are below you in the officers/ Executive cadre : \_\_\_\_\_
- (d) The grades and posts along with pay scales which are above you in the officers/ Executive cadre upto the Board level : \_\_\_\_\_
12. If working in Department, other than specified in Sl.No.11 above, please indicate
- (a) The designations along with pay scales of the posts which are below you in the officers/ Executive cadre : \_\_\_\_\_
- (b) The grades and posts along with pay scales which are above you in the officers/ Executive cadre upto top management level / head of the organization level : \_\_\_\_\_
13. Total emoluments per month drawn (**Please indicate the detailed break-up and also enclose a self-attested copy of the latest pay slip**) : \_\_\_\_\_
14. Age of retirement applicable in parent Department : \_\_\_\_\_
15. Your date of retirement in the parent department : \_\_\_\_\_
16. Details of computer knowledge: Language(s) known and application software used : \_\_\_\_\_
17. Additional information, if any, which you would like to mention in support of your suitability for the post (This among other things may provide information with regard to (i) additional academic qualifications, (ii) professional training, (iii) work experience over and above prescribed in the vacancy circular / advertisement) [Enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient] : \_\_\_\_\_

18. Remarks (The candidate may indicate information with regard to (i) Research publications and reports and special projects, (ii) Awards /scholarship / official appreciation, (iii) Affiliation with the professional bodies / institutions / societies, and (iv) Any other relevant information) : \_\_\_\_\_  
[Enclose a separate sheet, duly authenticated by your signatures, if the space is insufficient]
19. Languages known (Read, write, speak and understand) : \_\_\_\_\_

## 20. DECLARATION:

I have carefully gone through the vacancy circular / advertisement and I am well aware that the Application Form / Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

I also hereby solemnly declare and undertake that all information furnished by me is true, correct and complete to the best of my knowledge and belief. I undertake that, if at any stage of selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / services will stand cancelled / terminated without assigning any reasons thereof.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Place: \_\_\_\_\_

Name: \_\_\_\_\_

### Encl.:

1. Educational Qualification- Self-attested Copy of the Degree(s)/Certificate(s).
2. Self-attested Copy of the Certificates/ Documents regarding Relevant Work Experience.
3. Self-attested Copy of the last pay slip.

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