



राष्ट्रीय राजमार्ग अभियन्ता प्रशिक्षण संस्थान (सड़क परिवहन एवं राजमार्ग मंत्रालय, भारत सरकार)

NATIONAL INSTITUTE FOR TRAINING OF HIGHWAY ENGINEERS
(Ministry of Road Transport and Highways, Govt. of India)
A-5, Institutional Area, Sector-62, NH-24 Bypass, Noida-201301 (UP)
Tel 0120-2400085-86, 2405006-9, Fax 2400087, director@nithe.org, nithe.jd@gmail.com

All communications to this office
should be addressed to the Director
by designation and not by name

NITHE/Estt/AD/2010-11
6th Dec, 2010

Circular

National Institute for Training of Highway Engineers (NITHE) invites applications for a post of Assistant Director in the pay scale of Rs.15600-39100 (Grade Pay 5400) plus usual allowances as per the rules, from the Draftsman working in the Ministry of Road Transport and Highways who have Degree in Civil Engineering on deputation basis initially for a 3 years with condition to send the candidate back to his parent cadre at any point of time. Job requirement and desirable for the post is as under:

Job requirement: The Assistant Director will assist the academic activities of the Institute in organising training programmes, looking after the various training activities, developing training related packages/modules (a) Delivering lectures, (b) Assisting lab practices, (c) Assistance during the lab trainings, (d) Doing testing on highway materials in the lab, (e) Acting as course co-ordinator, (f) developing audio-visual training materials, (g) developing training modules/contents, (h) automation of training activities, (i) Any other works assigned by the superiors from time to time.

Desirable: (a) Experience of conducting training programmes and development of training modules in road sector, (b) Development of packages/software for training of highway engineers, (c) Experience of CAD/CAM in highway projects.

Interested and eligible candidates may send their applications through proper channel alongwith ACRs of last 5 years in enclosed proforma to Director, NITHE by 31.12.2010.

(Dinesh Sharma)
Joint Director

To,

1. All the Draftsman, M/o RT&H, New Delhi
2. Under Secretary (Estt. Section), M/o RT&H, New Delhi
3. Notice Board, M/o RT&H, New Delhi
4. PS to Director, NITHE, M/o RT&H, New Delhi
5. FAO/AEO/TO, NITHE, Noida
6. Office Copy

Application Proforma

(1) Name of the post applied for

Photo

(2) Name of the Candidate

(3) Father's/Husband's Name

(4) Date of Birth

(5) Permanent Address

(6) Mailing Address

(7) Phone Numbers (Office and Residence) along with Fax number, if any

(8) Whether belonging to SC/ST/OBC

(9) Details of Educational Qualifications;

- a. Examination passed,
- b. Year of passing,
- c. Name of the Institute,
- d. University/Board,
- e. Total aggregate/percentage of marks obtained and Division,
- f. Remarks (if any),

(10) Details of Experience (in chronological order):

- a. Name of the organisation,
- b. Position held,
- c. Period of tenure with dates,
- d. Brief description of duties,
- e. Pay, Scale of Pay and Total emoluments drawn,
- f. Details of experience in Roads/Bridges/Highways (Date wise),

(11) Details of computer knowledge/Experience:

- (i) General,
- (ii) Languages known,
- (iii) Experience in CAD/CAM in highway projects,

(12) Experience in development of training packages/software for highway projects/Experience as Trainer/Faculty specially in highway sector,

(13) Signature of candidate,

(14) Two recent photographs (passport size) one should be pasted on the application form.

I hereby declare that all the information & statements furnished above is true and complete to the best of my knowledge and belief.

Date :

Place :

Signature:

The Department/Organisation concerned should also enclose copies of Annual Confidential Reports (ACRs) for the last five years while forwarding the applications.