



## Eligibility criteria for the Post of Asst. Director/ HBU/ HoD ADAC

<b>1. Post, Pay Scale &amp; Nature of Appointment</b>	
Designation: Asst. Director/ HBU/ HoD ADAC	Number of the post: 1
Location: Delhi	
PAY SCALE (Level): 11/12/13, as per 7 <sup>th</sup> Pay Matrix	
Nature of Appointment	
Period of Deputation likely to be for two year	
<b>2. Academic Qualification for incumbents competencies /skill</b>	
<b>(A) Direct Recruitment:</b>	
<b>Essential Qualification</b>	
i. Should be a Graduate in Mechanical/Automobile Engineering with good academic record from a recognized university/ institution or equivalent	
<b>Desirable Qualification</b>	
i. Master's degree in Automobile/ Transportation Engineering. or i. Master's degree in Business Administration.	
<b>(B) Government Deputation:</b>	
<b>Essential Qualification</b>	
i. Should be a Graduate with good academic record from a recognized university/ institution or equivalent.	
<b>Desirable Qualification</b>	
i. Master's degree in Engineering/ Business Administration. ii. 5 years experience in a senior position of facilities involved in R & D through road accident data analysis / vehicle dynamics / crash reconstruction / passive safety lab / road safety audit for automobile or road safety or allied industry.	
<b>3. Age limit</b>	
i. <b>For Direct Recruitment</b> :Preferably below 50 years ii. <b>For Transfer on Deputation</b> :Preferably below 55 years	
<b>4. Post qualification Experience</b>	
<b>Government Deputation:</b>	
(i) Holding analogous post on regular basis or With two years continuous service in the level 11 of 7 <sup>th</sup> CPC pay scale.	
<b>Direct Recruitment</b>	
(i) 15 years experience in the vehicle safety / R & D division of automotive or road safety or allied industry  (ii) 5 years experience in a senior position of facilities involved in R & D through road accident data analysis / vehicle dynamics / crash reconstruction / passive safety lab / road safety audit for automobile or road safety or allied industry.	

**5. Mode of Recruitment / Probation period/confirmation of Service**

- i. Only "Indian Citizens" shall be eligible to apply
- ii. The candidate will be shortlisted by a Recruitment Committee followed by interview and approval by the Competent Authority.

**6. Job Responsibility**

- i. Knowledge in projects dealing with accident data collection and analysis for improvement in road and vehicle engineering including human behaviour for mitigation in road accidents.
- ii. Knowledge of national and international standards related to Vehicle (including safety and critical automotive components) and road engineering as specified in Central Motor Vehicle Rules (CMVR) and Indian Road Congress (IRC) standards.
- iii. Overseeing the Accident Data Analysis Center (ADAC) for comprehensive and organized implementation of laid down objectives.
- iv. To assist CEO & PD in all aspects in governance of the center.
- v. To exercise control and supervision over all activities of ADAC.
- vi. To coordinate with various stakeholders for effective implementation of activities and to undertake projects for ADAC.
- vii. To analyse the reports generated through accident data collection studies and to formulate recommendations for the safety of the road users.
- viii. To monitor and adopt the trends in the field of Road Accident Study / planning and arranging in-service training of technical staff in operating the ADAC facilities.
- ix. Supervising commissioning of equipments, designing their upkeep / maintenance protocol and manuals of road accident data collection and analysis mechanism.
- x. Providing necessary inputs to officials of ADAC for compliance related issues.
- xi. Coordinating the project aspects with global consultants in furtherance of the project implementation a per government approval and in accordance with the global consultancy agreements.
- xii. Day to day management and financial planning of ADAC. Monitoring of various MIS reports on all aspects of Finance and Administration work of ADAC.
- xiii. Satisfactorily meet statutory requirements of CAG Audits.
- xiv. Human Resource Management of ADAC including planning, recruitment, training and performance assessment. Overall Administration of site offices of ADAC.
- xv. Any other work as assigned from time to time



**HOW TO APPLY:**

Application in the prescribed format duly filled and a set of self attested photocopies of the relevant certificates in proof of qualification, age, category, experience etc., (all the relevant original certificates should be produced at the time of interview) and affixing passport size photograph at the space provided should be sent in sealed cover super scribed **“APPLICATION FOR THE POST OF \_\_\_\_\_”** so as to reach the following address on or before 15<sup>th</sup> July, 2019 by 5.00pm

**“Sr. Administrative Officer”,**  
National Automotive Testing and R&D Infrastructure Project (NATRIP),  
3rd Floor, NBCC Place, Pragati Vihar,  
Lodhi Road, New Delhi- 110003,

Application has to be sent through Ordinary post / Speed Post / Registered Post / Courier only. Application received through other modes, viz, E-mail / By hand will also be accepted.

For any further clarifications please call to our landline no. 011-49215555