

**NATIONAL HIGHWAYS AUTHORITY OF INDIA**  
**(Ministry of Road Transport & Highways)**

The National Highways Authority of India (NHAI) is responsible for development, maintenance and management of National Highways entrusted to it and for matters connected therewith or incidental thereto.

Regional Office (RO), Mumbai of NHAI proposes to engage the services of Retired Officer from Central/State Government/PSUs/Autonomous Bodies at the level equivalent to a District Revenue Officer/Tehsildar equivalent with experience of 10 years as a Revenue Officer or above with good understanding of revenue matters, as Joint Advisor (Land Acquisition) on contract basis for handling land acquisition matters in NHAI. Details of post, place of posting, vacancies and terms & conditions as well as period of engagement, eligibility, experience etc. are as under:

**Details for the post of Joint Advisor (LA) & Assistant Advisor (LA)**

<b>i</b>	<b>Designation</b>	<b>Joint Advisor (Land Acquisition)</b>	<b>Assistant Advisor (Land Acquisition)</b>
<b>ii</b>	<b>Number of Posts</b>	01 (One)	01 (One)
<b>iii</b>	<b>Place of Requirement</b>	Regional Office - Mumbai	Regional Office - Mumbai
<b>iv</b>	<b>Method of Recruitment</b>	Contract Basis	Contract Basis
<b>v</b>	<b>Period of Contract</b>	Initial tenure of engagement will be for a period of two year in the first instance, which may be further extended by one more year, based on the requirements of NHAI and the satisfactory performance. There shall be no extension of contract beyond the period of three years under any circumstances. NHAI reserves the right to terminate the contract at any time, without assigning any reason.	Initial tenure of engagement will be for a period of two year in the first instance, which may be further extended by one more year, based on the requirements of NHAI and the satisfactory performance. There shall be no extension of contract beyond the period of three years under any circumstances. NHAI reserves the right to terminate the contract at any time, without assigning any reason.
<b>vi</b>	<b>Remuneration (per month)</b>	In the Case of Officers retired from Central/State Government/PSUs/Autonomous Bodies, who are in receipt of	In the Case of Officers retired from Central/State Government/PSUs/Autonomous Bodies, who are in receipt of

		Pension from Public Funds. <u>Pay Minus Pension</u>  Joint Advisor (Rs. 75,000/- to Rs. 1,25,000/- per month)	Pension from Public Funds. <u>Pay Minus Pension</u>  Assistant Advisor (Rs. 40,000/- to Rs. 60,000/- per month)
vii	Eligibility Criteria	Retired officers from Central/State Government/PSUs/Autonomous Bodies at the level equivalent to a District Revenue Officer/Tehsildar equivalent with experience of 10 years as a Revenue Officer.	Retired Revenue Officials at the level equivalent to Kanungo, Patwaris, with good understanding of Revenue matters and experience in Land acquisition.
viii	Age Limit	Below 65 years	Below 65 years
ix	Experience	Retired Officer from Central/State Government/PSUs/Autonomous Bodies at the level equivalent to a District Revenue Officer/Tehsildar equivalent with experience of 10 years as a Revenue Officer.	<ul style="list-style-type: none"> <li>• Retired Revenue Officers of Central / State Government / PSUs / Autonomous Bodies retired at the level equivalent to Kanungo, Patwaris or above.</li> <li>• 10 years minimum experience in the relevant Revenue Department and have an in-depth understanding of the current land acquisition process.</li> <li>• Prior experience as Assistant Advisor (LA) in any NHAI office is preferred.</li> </ul>
x	Job Profile	<p><b>(A) Monitoring :</b></p> <p>(i) Assist the Regional Officer-Mumbai in liaising with the State Government Officials.</p> <p>(ii) Monitor the progress of LA targets across projects under RO-Mumbai.</p> <p>(iii) Collate monthly reports in a pre-determined format.</p> <p>(iv) Other land acquisition related matters.</p> <p><b>(B) Coordination :</b></p> <p>(i) Must visit each PIU/CALA within the jurisdiction of</p>	<p><b>(A) Monitoring :</b></p> <p>(i) Assist the Regional Officer-Mumbai in liaising with the State Government Officials.</p> <p>(ii) Monitor the progress of LA targets across projects under RO-Mumbai.</p> <p>(iii) Collate monthly reports in a pre-determined format.</p> <p>(iv) Other land acquisition related matters.</p> <p><b>(B) Coordination :</b></p> <p>(i) Must visit each PIU/CALA within the jurisdiction of</p>

		RO-Mumbai at least once per month. (ii) Coordinate with PDs and CALAs through regular site-visits to identify issues faced across projects. (iii) Work with the relevant PD and CALA to find solutions to on-ground issues being faced pertaining to Land Acquisition.	RO-Mumbai at least once per month. (ii) Coordinate with PDs and CALAs through regular site-visits to identify issues faced across projects. (iii) Work with the relevant PD and CALA to find solutions to on-ground issues being faced pertaining to Land Acquisition.
xi	Last date for submission of application	before 15 days of date of publication of Notification (i.e. on or before 26.03.2024)	before 15 days of date of publication of Notification (i.e. on or before 26.03.2024)

### **Important Terms & Conditions**

1. Regional Office-Mumbai, NHAI shall have the right to terminate the contract at any time, without assigning any reason. However, the contract may be terminated by either of the parties immediately without notice at any point of time during the subsistence of the contract.
2. The persons engaged shall provide full-time services to NHAI during their period of engagement and they would not be permitted to take up any other assignment during the period of their engagement with the NHAI. The persons will be engaged under these guidelines on contract basis for a fixed period and no claim, whatsoever, shall be admissible for regularization / absorption in NHAI.
3. The terms and conditions of engagement will be in accordance with NHAI Policy Guidelines for engagement of External Professionals and Young Professionals Nos.1.3.1.12/2017 dated 21.06.2017, amended from time to time.
4. The candidates engaged on full-time basis will be required to attend office on all working days and also on holidays, if required, on account of exigencies of work.

#### **Procedure to apply:**

1. Interested candidates may apply to the post in the enclosed FORMAT by duly enclosing self-attested copies of marks sheets / experience certificate, in support of age, educational qualifications, experience etc. which may be sent by Registered / Speed Post to the following address, latest before 15 days of date of publication of Notification (i.e. on or before 26.03.2024).

**Regional Officer,**  
National Highways Authority of India,

4th Floor, MTNL T.E. Building,  
Plot no. 22, Sector-11, CBD Belapur,  
Navi Mumbai - 400 614, Maharashtra.  
E-mail: [romumbai@nhai.org](mailto:romumbai@nhai.org) , [nhairomaharashtra@gmail.com](mailto:nhairomaharashtra@gmail.com)

2. Applications not submitted strictly in the prescribed format or incomplete in any respect, especially without details of pay scales shall be liable for summarily rejection. The candidates are advised to fill the application format carefully in accordance with the eligibility criteria and experience mentioned above. It may be noted that any subsequent clarification regarding job profile / experience etc. at a later date will not be entertained under any circumstances.
3. Crucial date for determination of eligibility shall be the last date prescribed for the receipt of applications.
4. Canvassing or bringing influence in any form will disqualify the candidature.
5. The advertisement can be withdrawn at any time at the discretion of the Competent Authority without assigning any reason therefor.
6. It may please be noted that the applications received through e-mail or fax shall be summarily rejected. This notice is available on NHA website i.e. [www.nhai.gov.in](http://www.nhai.gov.in). The envelope containing the application should be superscribed with the name of the post applied for.
7. Corrigendum or Addendum or Cancellation to this advertisement, if any, shall be published only on the website of NHA and will not be published in the newspapers. Therefore, the candidates are advised to check the website of NHA regularly.

\*\*\*\*\*

**APPLICATION FORMAT**  
**(TO BE FILED IN ENGLISH CAPITAL LETTERS)**

1	Name of the Post	:	
2	Name of the place applied for	:	
3	Name of the Candidate	:	
4	Date of Birth (copy of proof to be enclosed)	:	
5	Age as on last date of receipt of application	:	
6	Gender	:	
7	Category	:	
8	Father's / Husband's Name	:	
9	Address for Correspondence	:	
10	Permanent Address	:	
11	Contact Details	:	
(i)	E-mail	:	
(ii)	Mobile No.	:	
(iii)	Office Tel. No. (with STD Code)	:	

12	<b>Details of Educational Qualification (from Matriculation onwards, copy of document to be enclosed)</b>
----	---

Exam / Passed	Institute / University/Board	Year of Passing	Subjects taken	% of marks/Grading

13	Total Work Experience including post retirement (copy of relevant documents to be enclosed)						
	Sr. No.	Employer Name	Designation	From Date	To Date	Pay scale	Brief Job Description

14	Date of superannuation form Govt.	:	
15	Current Pension drawn per month (Copy of Pension Order to be attached)	:	
16	Remarks	:	

**DECLARATION**

I have carefully gone through the vacancy circular / advertisement and I solemnly declare and undertake that all the 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 the selection or even after selection, any of the information furnished by me is found to be false, incorrect or misleading, then my candidature / appointment / service will stand cancelled / terminated without assigning me any reason. I will produce the original documents in support of the information furnished when so ever required by the employer.

I also certify that there is no conflict of interest with any concessionaires / stakeholders / staff associated with National Highways Authority of India (NHAI).

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

**(Signature of the Candidate)**

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