

National Automotive Testing and R & D Infrastructure Project (NATRiP)
(भारत सरकार के भारी उद्योग एवं लोक उद्यम मंत्रालय के अंतर्गत पंजीकृत समिति)
(A Registered Society under Ministry of Heavy Industries & Public Enterprises, Government of India)
NBCC Place, South Tower, 3rd Floor, Bhisma
Pitamah Marg, Pragati Vihar, Lodhi Road. New Delhi - 110003

**GENERAL TERMS AND CONDITION FOR RECRUITMENT FOR VARIOUS
POSTS THROUGH DIRECT RECRUITMENT**

LAST DATE OF SUBMISSION OF APPLICATION: 30-01-2020

National Automotive Testing and R & D Infrastructure Project (NATRiP) invites application from Indian citizen for appointment in Global Automotive Research Centre (GARC) under Department of Heavy Industry.

Candidates are requested to submit their resume in prescribed application form through post & email via email id recruitment@natrip.in

1. Before applying, candidates are requested to ensure that they fulfil the eligibility criteria for the post as on the date of eligibility.
2. Candidates are required to provide all required information (Proof of age, Educational qualification, Experience etc.) failing which their candidature will not be considered for shortlisting.
3. Shortlisting will be provisional without verification of documents. Candidature will be subject to verification of all details/ documents with the original when a candidate reports for Interactive Session (if called).
4. In case a candidate is called for Interactive Session and is found not satisfying the eligibility criteria (Proof Age, Educational Qualification and Experience etc.) he / she will not be allowed to appear.
5. Candidates are advised to check website www.natrip.in & www.garc.co.in regularly for details and updates (including the list of shortlisted/ qualified candidates). The Call letter/ advice, where required, will be sent by e-mail only (No hard copy will be sent).
6. In case more than one candidate scores same marks as cut-off marks in the final merit list (common marks at cut-off point), such candidates will be ranked in the merit according to their age in descending order.
7. Appropriate weightage will be given to department candidates.
8. The employee is liable to be transferred to any center/ location under NATRIP.
9. HARD COPY OF APPLICATION & OTHER SELF ATTESTED DOCUMENTS TO BE SENT TO THIS OFFICE. THE DULY FILLED APPLICATION, WITH REQUIRED ATTACHMENTS SHALL BE POSTED TO "MANAGER" (HR & ADMIN), NATIONAL AUTOMOTIVE TESTING AND R & D INFRASTRUCTURE PROJECT, NBCC PLACE, SOUTH TOWER, 3RD FLOOR, BHISHMA PITAMAH MARG, PRAGATI VIHAR, LODHI ROAD. NEW DELHI - 110003.
10. Envelopes containing application form should be superscribed with "Application for the post of"
11. Candidates are not entitled for any TA/ DA for attending written test and Interactive Session.
12. All revision / corrigenda will be hosted only on above mentioned websites.

A. Details of Post/Nature Of Engagement/ Contract Period/ Vacancy/ Age/ Selection Process/ Place of Posting

| Sr. No. | Post Name | Nature of Engagement | Vacancy | Upper Age limit (in Years) As on 01.01.2020 | Selection Process | Place of Posting |
|---------|----------------------------------|------------------------------|---------|---|------------------------------------|------------------|
| 1 | Manager/ Asst. Manager (APSL) | Regular (Direct Recruitment) | 1 | 42/ 40 | Interactive Session | GARC Chennai |
| 2 | Engineer (APSL-1) | Regular (Direct Recruitment) | 2 | 30 | Written test & Interactive Session | GARC Chennai |
| 3 | Engineer (APSL-2) | Regular (Direct Recruitment) | 1 | 30 | Written test & Interactive Session | GARC Chennai |
| 4 | Assistant Manager (EMC-1) | Regular (Direct Recruitment) | 1 | 40 | Interactive Session | GARC Chennai |
| 5 | Junior Electrical Engineer (EMC) | Regular (Direct Recruitment) | 2 | 30 | Written test & Interactive Session | GARC Chennai |
| 6 | Senior Technical Assistant (EMC) | Regular (Direct Recruitment) | 1 | 30 | Written test & Interactive Session | GARC Chennai |
| 9 | Assistant Manager (PWT) | Regular (Direct Recruitment) | 1 | 40 | Interactive Session | GARC Chennai |
| 10 | Junior Engineer (PWT) | Regular (Direct Recruitment) | 3 | 30 | Written test & Interactive Session | GARC Chennai |
| 11 | Senior Technical Assistant (PWT) | Regular (Direct Recruitment) | 2 | 30 | Written test & Interactive Session | GARC Chennai |

NOTE:

- a) The number of vacancies mentioned above are provisional and may vary according to the actual requirement.
- b) In cases where experience in a specific field is required, the relevant experience certificate must contain specifically that the candidate has experience in that specific field.

- c) NATRIP reserves the right to cancel the recruitment process entirely at any time without assigning any reasons.
- d) On initial appointment the employee will be on probation for the period of minimum one year or as extended from time to time based on performance.

B. Details of Educational Qualification, Experience And Job Profile

| Post Pay scale & Nature of appointment | No of Posts | The academic qualification for incumbents and competencies/skill sets | Age limit & Post qualification experience | Job profile |
|---|-------------|---|---|--|
| <p>Post: Manager/ Assistant Manager (APSL) Category: (Middle level)</p> <p>Pay Scale: Level 10 (Rs.56100-177500)/Level 9 (53100-167800)as per 7th Pay commission</p> | 1 | <p>Essentials Master Degree in Mechanical engineering with 60% or equivalent.</p> | <p>For Manager</p> <p>Age limit : Below 42 Years on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ Experience of 15 years in automobile safety and in passive safety. ➤ Experience in development/ testing/validation of chassis sub-assemblies and white body. ➤ Knowledge of India and ECE testing regulations. ➤ Experience in test results preparation after data analysis. <p>For Assistant Manager</p> <p>Age limit : Below 40 Years on 1st Jan of year of recruitment.</p> <ul style="list-style-type: none"> ➤ Experience of 12 years in automobile safety and in passive safety. ➤ Experience in development/ testing/validation of chassis sub-assemblies and white body. ➤ Knowledge of India and ECE testing regulations. ➤ Experience in test results preparation after data analysis. | <ul style="list-style-type: none"> ➤ Heading the Advanced Passive safety lab. Overall responsible for operations and upkeep of APSL lab. ➤ To interact and collaborate with the auto OEMs customers to understand the service requirements in the field of passive safety and plan for execution. ➤ Set & monitor the Revenue Targets and achieve the. ➤ Establish systems in the lab. ➤ To train and guide working team. |
| <p>Post: Engineer (APSL-1) Category: (Junior level)</p> <p>Pay Scale: Level 7 of the pay matrix (Rs. 44900-142400) as per 7th Pay commission</p> | 2 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ BE in Mechanical with 60% marks or equivalent. | <p>Age limit: Below 30 Years as on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ 3 years prior experience in passive safety. ➤ Knowledge of vehicle preparation, conduct crash test using drive system as per Regulations. | <ul style="list-style-type: none"> ➤ Prepare vehicle for crash test as per the Indian/ECE regulation. ➤ Conduct crash test as per Indian and ECE regulations. ➤ Check and analyse the acquired data from DAS and High-Speed cameras. ➤ Maintain the system as per the NABL requirements. |

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| <p>Post: Engineer (APSL-2)</p> <p>Category: (Junior level)</p> <p>Pay Scale: Level 7 of the pay matrix (Rs. 44900-142400) as per 7th Pay commission</p> | 1 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ BE in Instrumentation degree with 60% marks or equivalent. | <p>Age limit : Below 30 Years as on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ 3 years prior experience in passive safety ➤ Knowledge of data acquisition systems and instrument set up for crash testing. ➤ Knowledge on calibration devices of sensors and load cells. | <ul style="list-style-type: none"> ➤ Calibration of Dummies and Sensors. ➤ Conduct crash test as per Indian and ECE regulations. ➤ Check and analyse the acquired data from DAS and High-speed cameras. ➤ Maintain the system as per the NABL requirements. |
| <p>Post: Assistant Manager - EMC</p> <p>Category: (Middle level)</p> <p>Pay Scale: Level 9 (Rs. 53100-167800) as per 7th Pay commission</p> | 1 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ BE in Electronics/E&TC engineer postgraduate degree pass with 60% or equivalent. | <p>Age limit : Below 40 Years as on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ 12 year of experience. ➤ Preferably experience in the EMC field/ Auto electronics. ➤ Conversant with National and international regulations and TA procedures. ➤ Also experience in testing/development/design work in automotive electronics field. | <ul style="list-style-type: none"> ➤ Overall responsible for operations and upkeep of EMC lab. ➤ To train and guide working team. ➤ To interact with the customers to understand the service requirements and plan for execution. ➤ Set & monitor the revenue targets and achieve them. ➤ Establish systems in the lab. |
| <p>Post: Jr. Electrical Engineer, EMC</p> <p>Category: (Junior level)</p> <p>Pay Scale: Level 6 (Rs. 35400-112400) as per 7th Pay commission</p> | 2 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ BE in Electronics/E&TC engineer with 60% marks or equivalent. | <p>Age limit : Below 30 Years as on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ 2 years of experience. ➤ Preferably experience in the EMC field/ Auto electronics. ➤ Also knowledge in testing of automotive electronics components is preferable. | <ul style="list-style-type: none"> ➤ To understand testing requirement and prepare SOP and carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To supervise the work done by the technicians. ➤ To carry out the test as per agreed standard. Maintain the system as per the NABL requirements. |
| <p>Post: Sr. Technical Assistant (EMC)</p> <p>Category: (Junior level)</p> <p>Pay Scale: Level 5 (Rs. 29200-92300) (as per 7th CPC)</p> | 1 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ Diploma in Electronics/ E&TC with 60% marks or equivalent. | <p>Age limit : Below 30 Years as on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ Experience in preparing the samples for testing in the EMC field/ Auto electronics. | <ul style="list-style-type: none"> ➤ To carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To supervise the work done by the technicians. ➤ Upkeep of facilitates |
| <p>Post: Assistant Manager - Power-train lab</p> <p>Category: (Middle level)</p> | 1 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ BE in Mechanical/ Automobile engineer degree with 60% marks or equivalent | <p>Age limit : Below 40 Years as on 1st Jan of year of recruitment.</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ 12 year of experience in auto industry | <ul style="list-style-type: none"> ➤ Overall responsible for operations and upkeep of Power-train lab. ➤ To train and guide working team. ➤ To interact with the customers to understand |

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|---|---|---|---|---|
| <p>Pay Scale: Level 9 (Rs. 53100-167800) as per 7th Pay commission</p> | | | <ul style="list-style-type: none"> ➤ Preferably experience in the Automobile Emission testing. ➤ Conversant with National and International regulation and TA procedures. ➤ Also experience in handling the vehicle and engine emission is an added advantage. | <ul style="list-style-type: none"> the service requirements and plan for execution. ➤ Set & monitor the revenue targets and achieve them. ➤ Establish systems in the lab. |
| <p>Post: Jr. Engineer Power-Train Lab</p> <p>Category: (Junior level)</p> <p>Pay Scale: Level 6 (Rs. 35400-112400) as per 7th Pay commission</p> | 3 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ Should be BE in Automobile/ Mechanical/ Electronics/ Instrumentations engineer degree with 60% or equivalent | <p>Age limit : Below 30 years as 1st Jan of year of recruitment</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ 2 years' experience. ➤ Preferably experience Automobile Vehicle Emission test. ➤ Also knowledge of national and international test procedure of emission is preferable. | <ul style="list-style-type: none"> ➤ To carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To supervise the work done by the technicians. |
| <p>Post: Sr. Technical Assistant (Power-Train Lab)</p> <p>Category: (Junior level)</p> <p>Pay Scale: Level 5 (Rs. 29200-92300) as per 7th Pay commission</p> | 2 | <p>Essentials</p> <ul style="list-style-type: none"> ➤ Diploma in Electronics/ E&TC with 60% or its equivalent | <p>Age limit : Below 30 years as 1st Jan of year of recruitment</p> <p>Preferred</p> <ul style="list-style-type: none"> ➤ Experiences in conducting the emission test/preparing the vehicles for emission test is essential. | <ul style="list-style-type: none"> ➤ To carry out tests as per laid down procedure. ➤ To have information about operation of equipment. ➤ To supervise the work done by the technicians. |

C. **HOW TO APPLY:** Please refer to NATRIP website www.natrip.in and GARC website www.garc.co.in for details

D. CALL LETTER FOR WRITTEN TEST AND INTERACTIVE SESSION :

Intimation/Call letter for written test and Interactive Session will be sent by email. NO HARD COPY WILL BE SENT. Date of written test and Interactive Session will be communicated to the shortlisted candidates separately

E. SELECTION PROCESS:

- i. **Written test (where prescribed):** The candidates would be required to undergo a written test / skill test. The criteria for written test includes (i) Job knowledge of concerned lab/ department (ii) Communication skills (iii) General awareness and (iv) Working knowledge of computer and documentation.
- ii. **Interactive Session:** Mere fulfilling the minimum qualification and experience will not vest any right on candidate for being called for Interactive Session. The NATRIP/GARC will decide the shortlisting parameters and thereafter, adequate number of candidates, as decided by the NATRIP/GARC, will be

shortlisted and called for Interactive Session. The decision of the NATRIP/GARC to call the candidates for the Interactive Session shall be final. No correspondence will be entertained in this regard. Any request for change of address/change of the Centre for Interactive Session shall not be entertained.

- iii. **Merit List:** Merit list for selection will be prepared in descending order on the basis of scores obtained in written test and Interactive Session only. In case more than one candidate score the same marks above the cut-off marks, such candidates will be ranked according to their age in descending order in the merit. Qualifying marks in Interactive Session will be as decided by the NATRIP. The merit list will be made by adding the marks scored in written test and in interactive session.

F. GENERAL INFORMATION:

- i. Before applying for a post, the applicant should ensure that he/she fulfills the eligibility and other norms mentioned above for that post as on the specified date and that the particulars furnished by him/ her are correct in all respects.
- ii. **Duly filled in application form along with all enclosures including all supporting documents (w.r.t. age, qualification, experience) in original must be brought by the candidates to the venue, failing which the candidates shall not be allowed to appear.**
- iii. A recent passport size colour photograph (without dark glasses), should be affixed on the application form at the prescribed place. Sufficient copies of the same photograph should be retained by the candidate for use for future correspondence.
- iv. IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT THAT AN APPLICANT DOES NOT FULFIL THE ELIGIBILITY NORMS AND/OR THAT HE/ SHE HAS FURNISHED ANY INCORRECT/FALSE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACT(S), HIS/HER CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS IS/ARE DETECTED EVEN AFTER APPOINTMENT, HIS/HER SERVICES ARE LIABLE TO BE TERMINATED AND DISQUALIFICATION WILL TAKE PLACE WITH RETROSPECTIVE EFFECT.
- v. Appointment of selected candidate is subject to his/her being declared medically fit as per the requirement of the NATRIP/GARC. Such appointment will also be subject to the service and conduct rules of the NATRIP/GARC for such post in the NATRIP/GARC, in force at the time of joining the NATRIP/GARC.
- vi. In case of selection, candidates will be required to produce a proper discharge certificate in original from the employer at the time of taking up the

- appointment. Candidates are advised to keep their e-mail ID alive for receiving communication.
- vii. Selected Candidates, who are already in service of Government/Quasi-Government organizations, Public Sector Undertakings/Autonomous Body, must produce a 'proper relieving letter in original' from their present employer at the time of reporting for duty, failing which they shall not be allowed to report for duty. Therefore, candidates, who are already in service of Government/Quasi-Government organizations, Public Sector /Undertakings/ Autonomous Bodies, will have to obtain prior permission/no objection certificate from their present employer before applying in NATRIP/GARC as per rules/regulations of their present employer in this regard.
 - viii. The NATRIP/GARC takes no responsibility for any delay in receipt or loss of any communication.
 - ix. The applicant shall be liable for civil/criminal consequences in case the information submitted in his/ her application is found to be false at a later stage.
 - x. Candidates are advised in their own interest to apply online well before the closing date and not to wait till the last date to avoid the possibility of disconnection/inability/failure to log onto the website on account of heavy load on internet or website jam. NATRIP does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of NHB.
 - xi. DECISIONS OF NATRIP IN ALL MATTERS REGARDING ELIGIBILITY, CONDUCT OF SKILL/WRITTEN TEST, OTHER TESTS AND SELECTION WOULD BE FINAL AND BINDING ON ALL CANDIDATES. NO REPRESENTATION OR CORRESPONDENCE WILL BE ENTERTAINED BY THE NATRIP/GARC IN THIS REGARD.
 - xii. The NATRIP/GARC will not furnish the mark sheet of selection process to Candidates.
 - xiii. As written test (where prescribed) and Interactive Session are the mode of recruitment, merely satisfying the eligibility norms does not entitle a candidate to be called for Interactive Session. NATRIP/GARC reserves the right to call only the requisite number of candidates for the Interactive Session after preliminary screening/short-listing with reference to candidate's qualification, suitability, experience etc.
 - xiv. In case of multiple application for single post, only the last valid (completed) application will be retained. Multiple appearance by a candidate for a single post in Interactive Session will be summarily rejected/candidature cancelled.
 - xv. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to

disqualification of the candidate from the selection process and he/she will not be allowed to appear in any recruitment process conducted by the NATRIP/GARC in future. If such instances are detected after the selection process, but are detected subsequently, such disqualification will take place with retrospective effect.

- xvi. In case any dispute arises on account of interpretation inversion other than English, the English version of this advertisement will prevail.

G. IDENTITY VERIFICATION:

- i. At the time of written test and Interactive Session, the call letter along with original and a photocopy of the candidate's currently valid photo identity, such as PAN Card/ Passport/ Driving License/ Voter's Card/ Bank Pass Book with photograph/ Photo identity proof issued by a Gazetted Officer on official letter head/ Photo identity proof issued by a People's Representative on official letterhead/ Aadhar card with a photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted to the desk for verification.
- ii. The candidate's identity will be verified with respect to his/her details on the call letter, and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear.

Note: Candidates have to produce in original the photo identity proof and submit photo copy of the photo identity proof along with Interactive Session's call letter as well while attending the Interactive Session, without which they will not be allowed to attend the same.

- iii. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match with the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post, marriage, must take special note of this. If there is any mismatch between the names indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the Interactive Session. In case of candidates who have changed their name will be allowed only if they produce Gazette notification/their marriage certificate and or affidavit to this effect.

For any query, please call us to us 91-11-49215555 (HR & Admin Department).

The detailed advertisement is available on NATRIP website www.natrip.in and GARC website www.garc.co.in

The NATRIP is not responsible for printing errors, if any.



National Automotive Testing and R & D Infrastructure Project (NATRiP)
NBCC Place, South Tower, 3rd Floor,
Bhishma Pitamah Marg, Pragati Vihar.
Lodhi Road. New Delhi - 110003

*Affix your
Passport size
self-attested
photograph*

Application Form
(Direct Recruitment)

(Please fill the form in CAPITAL LETTERS ONLY)

| APPLICATION FOR THE POST OF: | | | |
|------------------------------|--|-----------------------|--------|
| 1 | Name: Mr. / Ms. | | |
| 2 | S/o, D/o, W/o | | |
| 3 | Address for communication (Pin code) | | |
| (i) | Telephone Nos. (with STD code) | Residence | Office |
| | | | |
| (ii) | Mobile | | |
| (iii) | E-mail Id | (a) | |
| | | (b) | |
| 4 | Date of Birth (as per certificate) | Age as on 01.01.2020: | |
| 5 | Religion | | |
| (i) | Whether belongs to GEN/SC/ST/OBC, please specify | | |
| (ii) | Whether Physically disabled, If yes, please specify | | |
| (iii) | Gender: Male/ Female/ Other | | |

| | | | | | | | |
|-------|---|------------------------|-------------------------|---|--------------------------------|---------------------|---------------------------------|
| 6 | Educational Qualification in reverse chronological order from 10 th std. onwards:- (self-attested Xerox copies of Qualification certificates are to be enclosed) | | | | | | |
| | Exam Passed | Year of passing | Full /part time | Course Duration | University/ Institution | Agg. Marks % | Specialisation / Subject |
| (i) | | | | | | | |
| (ii) | | | | | | | |
| (iii) | | | | | | | |
| (iv) | | | | | | | |
| (v) | | | | | | | |
| 7 | Post-qualification Experience: (self-attested Xerox copies of experience certificates are to be enclosed). For experience details, separate sheet may be attached as Annexure) | | | | | | |
| | Organisation & Address | Designation | Nature of duties | Period (commencing from present appointment) | Company's Turnover | Salary (CTC) | |
| (i) | | | | | | | |
| (ii) | | | | | | | |
| (iii) | | | | | | | |

| | | | | | | |
|-------------------------|-----------------------------------|--|--|------------------------------------|--|--|
| (iv) | | | | | | |
| (v) | | | | | | |
| Total Experience | | | | | | |
| 8 | Details of Award; If any | | | | | |
| 9 | Details of Penalty; if any | | | | | |
| 10 | Two references:- | | | | | |
| (i) | Name & Contact No. | | | Organisation & Address: | | |
| (ii) | Name & Contact No. | | | Organisation & Address: | | |

Note:

- (i) Original testimonials will have to be produced at the time of interview
- (ii) The self-attested copies of the documents / certificates should be enclosed to this format in the same order with respect to point 6&7.

I _____ hereby solemnly declare and undertake that I have read and agreed with terms and conditions published for this post. All information furnished by me are 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 therefor. Mere submission of application does not confirm the candidature and the candidature shall remain provisional till the verification / certification of the details furnished by the candidate.

Place :

Date :

Signature of the Applicant
(Unsigned or incomplete application will be Rejected)