

# **NATIONAL INDUSTRIAL CORRIDOR DEVELOPMENT CORPORATION LIMITED**

## **Recruitment for the post of “Deputy General Manager (Corporate Affairs)”**

### **COMPANY PROFILE**

National Industrial Corridor project vision is to create strong economic base with globally competitive environment and state of the art infrastructure to activate local commerce, enhance foreign investments and attain sustainable developments.

The project is conceived to be developed as a Global Manufacturing, Investment Destination Hubs and Smart Cities with the best in-class infrastructure. The concept of formation of Industrial Corridors has been envisaged on the backbone of major transportation corridors like Eastern & Western Dedicated Freight Corridors and some of the recently announced freight corridors i.e. East West, East Coast and North South, Expressways and National Highways, proximity to ports, airports, etc. The objective is to create greenfield smart industrial cities with sustainable, ‘plug n play’, ICT enabled utilities to facilitate the manufacturing investments into the country by providing quality, reliable, sustainable and resilient infrastructure for the industries.

### **JOB DESCRIPTION AND KEY RESPONSIBILITIES:**

- Establish credible relationships for a trusted partnership with a wide range of stakeholders, including government officials, elected representatives, industry trade associations and industry government relations representatives.
- Create opportunity for organization's leaders' external engagement for thoughtful conversation including scheduling meetings; supporting the development of briefing packs; talking points for meetings and events; and supporting company's participation in conferences/events.
- Create and implement proactive communications strategies that engage, influence and deliver business outcomes in line with corporate strategy and legal guidance, including development of corporate brand positioning and identity.
- Periodically measure and report the effectiveness of all Corporate Governance practices applicable to the Company (locally and globally).
- Track, report and monitor compliance wherever the company has business presence to ensure the business is conducted in accordance with local laws of such countries.
- Engage with Company’s external advisors (Auditors, Consultants, Law firms etc.) so to understand all the Corporate Governance norms that are applicable to the Company (locally and globally) and develop an implementation plan in accordance with such developments.
- Engage with the senior management of the company so as to periodically update the recent development on Corporate Governance norms with-in and outside the Company.
- Engage with other functions within the Company HR, Finance, legal, so as to impart training to necessary Company staff with respect to Corporate Governance and Risk Management practices.
- Ensures the company is appropriately and strategically positioned with analysts, government officials, investors, media, advocacy, and all other relevant stakeholders.
- Organize and develop all kinds of communications with government agencies and business associations on behalf of the company's.
- Analyze new business opportunities, potential impact and assist the team in formulating strategic recommendations in response to changes in the global hospitality, food, and retailed environment.
- Assist in the Strategic Planning and Investor Relations work as needed.

## **MINIMUM REQUIREMENTS**

- 1. Nationality:** Candidate from Indian nationality only.
- 2. Preferable Age:** Candidate shall not be more than 45 years of age as on last date of submission of application.
- 3. Academic Qualification:** Master's in English, Mass Communication, Business Administration, Public Affairs, Public Policy, Law, Journalism, Marketing or equivalent discipline.
- 4. Experience:** Minimum 17 years of experience in Business Administration and Corporate Affairs.

## **KNOWLEDGE AND SKILLS**

- Good understanding of Corporate and Securities law
- Evidence of directly building relationships with external bodies to achieve public policy wins
- Evidence of being a great people manager
- Ability to work independently
- Strong analytical and critical thinking skills.
- Ability to influence teams and stakeholders
- Networking and be able to pull out relevant information from maze of data /conversations

## **DESIGNATION, REPORTING & JOB LOCATION**

The designation shall be “**Deputy General Manager (Corporate Affairs)**” and reporting will be directly to Department Head of NICDC Ltd. The job location will be in Delhi but may require frequent travel to various states.

**Pay Scale-** Rs.90,000-2,40,000 (approx. CTC Rs.25 Lakhs per annum)

## **HOW TO APPLY**

Duly filled application form along with the resumes may be uploaded on the Company's website i.e., [www.nicdc.in](http://www.nicdc.in) (Careers> Apply Online) till **03<sup>rd</sup> May, 2023** by 17:00 HRS. Applications received through any other mode shall be summarily rejected.

**SELECTION PROCESS:** A Selection Committee will be constituted to shortlist, interview and recommend the candidate.

**DISCLAIMER:** This is not a Government job as NICDC is not a Government Company.

**Note:** Candidates applied before may not apply again.