



HEAVY ENGINEERING CORPORATION LIMITED

Advertisement No. RT/05/2015 dated 30th January, 2015

HEC was established in the year 1958 as one of the largest Integrated Engineering Complex in India. It manufactures and supplies capital equipments & machineries and renders project execution required for core sector industries. It has complete manufacturing set up starting from casting & forging, fabrication, machining, assembly and testing - all at one location backed by a strong design - engineering and technology team.

HEC Ltd. invite applications for the **one post of Sr. DGM (E-6) – System / ERP (scale of pay Rs.36600-3%-62000/-)** from dynamic serving professionals with a high degree of initiative and intuitive forward for System improvement and implementation of **ERP system** planned in order to improve its business matrix through process optimization, better inventory control and integration across functionalities.

The other details are as under:

- 1) **Scale of Pay** : Rs.36600-3%-62000/- (E6). Initial Basic Pay : Rs.36,600/-
- 2) **Other Benefits** :
Besides basic pay, DA (presently 100.3%), statutory benefits like CPF, Gratuity etc, other allowances, Free Medical facilities for self and dependant family members, accommodation (as per availability) or HRA, Leave etc. are admissible as per the rules of the Corporation in force from time to time.
- 3) **Minimum Qualification:**
 - a) Full time Degree Course in Engineering preferably in Computer Science/IT from a recognized University/Institute with first Division (60% marks) or CGPA equivalent. For SC/ST candidates it is 55% or CGPA equivalent from a recognized University/Institute.
 - b) Diploma / Certificate Course or Training course in SAP / Oracle.
- 4) **Desirable Additional Qualification: MBA / MCA**
- 5) **Maximum Age** :
52 years as on 01st January, 2015
- 6) **Minimum Experience** :
Minimum 21 years' post qualification experience as on 01st January, 2015 in engineering manufacturing industry out of which at least preceding 10 years experience should be in System/IT related works, which shall also include at least 5 years experience in successful implementation of ERP System in an engineering manufacturing industry on SAP/ Oracle base.

The candidates from other Companies must have completed minimum three years' service in the immediate lower grade or equivalent.

The applicants should be having experience in Planning and coordinating all aspects of ERP project from initiation to delivery, managing the Consultant & Service Provider, monitoring work and ensuring of alignments of project steps with business objectives on-time and within budget, developing detailed project plans and managing all implementation processes including budget analysis, resource allocation, progress tracking, monitoring change control process, testing, documentation, training and on-time delivery within budget constraints.

Candidates should have the ERP implementation & support skills, IT skills, deep functional and technical knowledge, management effectiveness and leadership effectiveness, excellent communication skills, risk management ability, decision making skills, team management skills, Training skills for development of Support Teams (Technical & Functional) with assignment of their roles & responsibilities, team playing, ability to create vision and motivate and ensure adequate support to users by identifying issues through periodical testing of system to safeguard against any snags and monitor resolution of software, hardware, networking etc

Candidates should have leadership qualities and expertise as counselor and coach for ERP solution implementation and should be able to update and manage ERP system to ensure that it provides company with proper business solutions and accurate results.

7) **Reservation:**

Reservation and relaxations will be allowed in accordance with Govt. of India directives for SC/ST/OBC (Non Creamy Layer) & Physically Challenged candidates.

8) Depending upon the requirement/ circumstances, the Corporation reserves the right to cancel the Advertisement without any further notice and without assigning any reason thereof.

9) Mere fulfillment of eligibility criteria will not entitle a candidate to be called for Interview and will not confer any right on them for appointment. The management reserves the right to relax / raise the eligibility criteria or change the level of operation of the posts depending upon the suitability of candidates without assigning any reason.

10) Court of jurisdiction for any dispute will be Ranchi, Jharkhand.

11) **Procedure for applying:**

Eligible applicants may apply in the prescribed format 'Annexure-I' appended below.

Applicants are required to take print out, fill in application form and send the application duly signed after pasting a recent photograph on the space provided along with all required testimonials, certificates of experience, age, SC/ST/OBC, PH etc and a non refundable A/C Payee demand draft of **Rs.500/-** (Rupees Five hundred) only (Not applicable for SC/ST/PH/internal candidates) as processing charge in favour of "M/s Heavy Engineering Corporation Ltd." drawn on any of the nationalized bank and payable at Ranchi". Applications are to be submitted in envelop super-scribing the post applied for. Application should reach the office of "Dy Manager (P)/ Recruitment Section, Hqrs Admn. & Personnel, Hqrs Admn. Building, HEC Ltd, Plant Plaza Road, Dhurwa, Ranchi-834004, Jharkhand on or before **25th February, 2015.**

Applicants serving in Government / Quasi Govt., Public Sector Undertakings should apply through proper channel or produce "No Objection Certificate" from their present employer at the time of interview.

11. Details of Post qualification Experience/employment in chronological order:
 (Self -- attested copies of all relevant information stated below to be attached).

| Name of the Employer | Post Held | Total Period (From – To) (dd/mm/yy to dd/mm/yy) | Part time/ Contract/ Regular/ Temp./ Ad-hoc | Nature of duties performed | Scale of pay/ Total emoluments |
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12. Details of Training / Specialized Courses:
 (Self -- attested copies of all relevant information stated below to be attached).

| Name of the Training / Specialized Courses | Total Period (From – To) (dd/mm/yy to dd/mm/yy) | Part time/ Full Time | Stipend, if any |
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13. Whether “NOC” enclosed (If employed in Govt./SemiGovt./PSU/Autonomous Body): Yes/No

14. Domicile (State & District) :.....

15. Visible Identification Marks:

- (i)
- (ii)

16. Details of D.D.: Bank DD No Dated.....

16. A brief write up on **significant contributions** made (if any) by the candidate in the past and present positions for his /her suitability for the post.

DECLARATION:

I do hereby declare that the facts and information given by me in the above application are true, complete and correct to the best of my knowledge and belief. In the event of any discrepancy in the particulars being detected at any stage, my candidature / service may be cancelled / terminated without any notice. I am attaching herewith self attested copies of all the relevant information such as for Sl. 2 to 5, 10 to 13 above.

Date :

Full signature of the candidate
