



HEAVY ENGINEERING CORPORATION LIMITED

Advertisement No. RT/05/2016 dated 18.07.2016

Walk-in-Interview for engagement on Contract Basis (Full Time)

Heavy Engineering Corporation Limited, Ranchi, a Central Govt. Public Sector Enterprise is growing fast and catering to increasing market demand of its products and services. We invite applications from dedicated and committed professionals with high degree of initiative and intuitive forward thinking for the following posts for engagement on full time contract basis:

| Post(s) | Consolidated Monthly salary | No. of Post(s) | Max. Age as on 01.07.16 | Minimum Qualification & Post Qualification Experience as on 01.07.16 | Date of Walk in Interview |
|---|---|--|-------------------------|---|--|
| Sr. Medical Officer (Orthopaedician & Paediatrician) | For PG Degree Rs.39,000/- and for PG Diploma Rs.37,000/- Plus Conveyance Allowance @ Rs.750/- per month | One (1) Post for each Specialization Total Posts: Two (2) | 45 Years | MBBS degree and PG Degree/ Diploma from a Medical College recognized by Medical Council of India with specialization in Orthopaedic/ Paediatric. <u>Post Qualification Experience:</u> Nil | 30/07/2016 (Saturday) at 09:30 AM |
| Medical Officer | Rs 30,000/- Plus conveyance allowance @ Rs750/- per month | Three (3) | 40 Years | MBBS Degree from a Medical College recognized by Medical Council of India. Candidate must have completed Internship after MBBS from a Medical College recognized by Medical Council of India. <u>Post Qualification Experience:</u> Nil | |
| Instructor (Fitter/ Machinist/ Welder/ Crane Operator/ Electrician & Engg Drawing: (Mech / Elect) | Rs 11,500/- | One (1) Post for each Trade Total Posts: Six (6) | 31 years | Diploma of Engineering in Mechanical/Electrical from a Recognized University / Institute with 60% marks or equivalent CGPA, For SC/ST candidates; it is 55% or equivalent CGPA from a recognized university / institute. <u>Post Qualification Experience:</u> Three (3) Years experience in the relevant field in an Institute / Organization having minimum capacity of 250 Seats. | 02/08/2016 (Tuesday) at 09:30 AM |
| Junior Manager - (Finance) | Rs 25,000/- | Two (2) | 31 years | CA Pass / ICWA Pass / MBA (Fin) of minimum two (2) years duration with 60% marks or equivalent CGPA, For SC/ST candidates, it is 55% or equivalent CGPA with adequate Computer knowledge. From a recognized university / institute. <u>Post Qualification Experience:</u> 2 (Two) years post qualification experience in areas of financial accounting, Cost Accounting, Taxation, Contract Accounting, Bill Passing, Billing etc. | 06/08/2016 (Saturday) at 09:30 AM |
| Accountant | Rs 22,000/- | Two (2) | 35 years | Inter CA Pass / Inter ICWA Pass/ MBA(Fin) of minimum two (2) years duration with 60% marks or equivalent CGPA, For SC/ST candidates, it is 55% or equivalent CGPA with adequate Computer knowledge. From a recognized university / institute. <u>Experience:</u> 6 (six) years experience in Accountings, Bill Passing, Ledger maintenance, MIS, Billings, Pay Roll Accounting, Maintaining Statutory records etc | |

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|--|-------------|-------------------------|----------|---|---|
| Teacher: Maths: 1 Post & Science (PCB): 1 Post | Rs 11,500/- | Total: 2 (Two) Posts | 40 years | B.Sc Hons (Maths/(Phy./Chem/Bio) with B.ED. from a Recognized University / Institute with 60% marks or equivalent CGPA, For SC/ST candidates, it is 55% or equivalent CGPA from a recognized university / institute. M.Sc in relevant subject will be preferred. <u>Experience:</u> Three (3) Years experience in the relevant field in a large teaching Institute / Organization. | 10/08/2016 (Wednesday) at 09:30 AM |
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Depending upon the requirement, the Corporation reserves the right to cancel / curtail / increase the no. of vacancies without any further notice and without assigning any reason thereof.

1) Other Terms & Conditions:

- ❖ Engagement will be purely on Full Time Contract basis and does not carry any liability on part of HEC Ltd. for regular appointment at any stage.
- ❖ The engagement will be initially for a period of **One (1) year** for the post of **Sr. Medical Officer, Medical Officer, Jr. Manager (Fin), Accountant & Teachers** and **Three (3) years** for the post of **Instructor** from date of joining, unless extended for further period(s) on the same terms and conditions.
- ❖ Engagement on advertised posts will be subject to Medical fitness.
- ❖ Contractual engagement may be terminated by the Corporation at any time at its sole discretion without assigning any reason if the performance/conduct is found unsatisfactory. The candidate shall be required to serve a notice of one month before leaving the job in between the period of its engagement.
- ❖ No TA/DA will be paid for attending the interview and joining duties. After joining, TA/DA for journey on official tour shall be admissible as per the rules of the Corporation.

Note: Detail terms and conditions will be given in the Offer of Engagement.

- 2) Reservation and relaxations will be allowed in accordance with Govt. of India directives for SC/ST/OBC (NCL) & for Physically Challenged Candidates.
- 3) Selection Procedure: Selection will be either through a Written Test followed by an Interview (only for those candidates who qualify in the written test) or only interview as may be decided by the management.
- 4) Reporting Venue: Room No. 4J, Ground Floor, HQRS. Administrative Building, HEC Ltd., Plant Plaza Road, Dhurwa, Ranchi-834004, HEC Headquarters, Ranchi
- 5) Candidates must bring application (in the proforma given below), all the original certificates in respect of qualification (Mark sheets & Certificates), Proof of Age, Caste (SC/ST/OBC), PH, Experience Certificates, No Objection Certificate (if employed in Govt/Semi Govt/PSU/Autonomous Body) etc. and also attested copies of each of these certificates, which will be retained in this office for record.
- 6) Mere fulfillment of the eligibility criteria will not confer any right on them for engagement and to be called for the interview. Corporation reserves the right to raise the minimum eligibility standards, to fill or not to fill all or any of the above positions and cancel/restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reasons whatsoever. Court of jurisdiction for any dispute will be Ranchi, Jharkhand. Applicants can send their query related to this advertisement to email Id: recruitment@hecltd.com. Canvassing in any form will disqualify the candidature of the applicant.

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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| TOTAL EXPERIENCE as on required date in (YY/MM/DD) format | | _____ | | | |

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./Semi Govt./PSU/Autonomous Body): Yes/No

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

15. Visible Identification Marks:

(i)

ii)

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

17. 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