



## HEAVY ENGINEERING CORPORATION LIMITED

**Advertisement No. RT/31/2015 dated 24.12.2015**

### **For Induction of Graduate Engineers / qualified Professionals as Management Trainees**

**HEC Ltd**, established in the year 1958 is one of the largest Engineering Complex in India. It manufactures and supplies capital equipment, machines and renders turn key project execution services required for the core sector industries. It has complete manufacturing set up including casting & forging, fabrication, machining, assembly and testing- all at one location backed by a strong design-engineering and technology team.

**HEC Ltd** invites applications from the Graduate Engineers/ Professionally qualified officers as Management Trainee to man front-line executive positions in its Plant/Units/HQ. **HEC Ltd.** invites application for **105 posts** of Management Trainee (Technical) & **22 Posts** of Management Trainee (Non- Technical) from young, energetic, result-oriented & promising talent in the country.

#### **Number of Posts:**

<b>MT (Technical)-105</b>		<b>MT (Non- Technical)-22</b>	
<b>Discipline</b>	<b>Posts</b>	<b>Discipline</b>	<b>Posts</b>
Mechanical/ Production/ Manufacturing/Industrial Engineering	60	HR	10
Electrical/ EEE/Electronics & Telecommunication	26	Finance	10
Instrumentation	02	Law	02
Metallurgy	12		
Civil	05		

#### **Eligibility:-**

Upper age: 29 years as on 01.12.2015 i.e. not born earlier than 01.12.1986. However, upper age limit is relaxable in the cases of SC/ST/OBC (NCL)/ PH Candidates as under:-

1. SC/ST- by 5 years
2. OBC (Non-Creamy Layer)- by 3 years
3. Physically Challenged- by 10 years in case of General
4. Physically Challenged- by 13 years in case of OBC (NCL)
5. Physically Challenged- by 15 years in case of SC/ST

To claim benefit of Age relaxation the candidates must possess a valid certificate from the Competent Authority as per the Govt. of India Rules.

#### **Minimum Qualification:**

Management Trainee (Technical)	Degree in Engineering (Full time) or Technology/AMIE with 60% marks (avg. of all semester) or CGPA equivalent from a recognized University/Institute in the discipline of Mechanical, Electrical, Production/Manufacturing Engineering, Electrical/EEE, Metallurgy, Electronics & Telecommunication, Instrumentation & Civil discipline. <b>For SC/ST/PH candidates it is 55% or CGPA equivalent from a recognized University/Institute.</b>
Management Trainee (Non-Technical)	<b>For HR-</b> Full time 2 years of Post Graduate Degree/PG Diploma- 1 <sup>st</sup> class with minimum 60% in personnel Management & Industrial Relations or MBA-HR/ Social work with specialization in Personnel Management & Industrial Relations or equivalent from recognized Indian University/Institute approved by AICTE. <b>For SC/ST/PH candidates it is 55% or CGPA equivalent from a recognized University/Institute.</b>

	<p><b>For Finance:-</b> CA/ICWA final pass</p> <p><b>For Law:-</b> Full Time Bachelors Degree 1<sup>st</sup> class (60)% from recognized Indian University/Institute approved by AICTE</p> <p><b>For SC/ST/PH candidates it is 55% or CGPA equivalent from a recognized University/Institute.</b></p>
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**Note:-** Wherever GDPA/CGPA or letter grade in a degree is awarded, equivalent % of marks should be indicated in the online application as per norms adopted by the University/ Institute. A certificate to this effect from the University/ Institute shall be required at the time of interview.

**Reservations Including Backlog Vacancies:**

- i. Reservation and relaxations will be allowed in accordance with Govt. of India directives for SC/ST/OBC (Non Creamy Layer) & for Physically Challenged candidates.
- ii. Out of the total 127 posts, 27 posts are for backlog vacancies in various categories. The distribution of vacancies for different categories thus would be as under:-

Sl No	Categories	Backlog	Current Requirement	Total
1	SC	14	15	29
2	ST	00	08	08
3	OBC (NCL)	13	27	40
4	General	00	50	50
<b>GRAND TOTAL</b>		<b>27</b>	<b>100</b>	<b>127</b>

**Selection procedure:**

**A. For Management Trainee (Technical)**

The Selection process for Management Trainee (Technical) i.e. for Engineers will comprise of Graduate Aptitude Test in Engineering-2015 (GATE-2015) Score of the candidates in the concerned disciplines and the performance in the interview. Candidates will be short listed for interview on the basis of GATE-2015 Score in order of merit in the ratio of 1:5 to the number of vacancy or as near as to that in each discipline and category. For Physically challenged candidates relaxation of 20% below the cut-off marks will be considered. Final selection panel shall be prepared by assigning a weight- age of 80% for Gate-2015 score and 20% to interview marks.

**B. For Management Trainee (Non-Technical)**

**Test Center:-**

The written test for Finance/ HR/Law discipline will be held at Ranchi & will be on the basis of written test on all India basis followed by interview of the selected candidates on the basis of their performance in the written test in order of merit in the ration of 1:5 to the number of vacancies or as near as to that. Admission to the written test shall be subject to production and submission of Admit card which is to be down-load from the website of the corporation. There will be negative marking for wrong/ incorrect answer as specified in the question paper of the written examination. The written test question paper will comprise of 150 questions of 2 segments namely aptitude Test comprising of 50 questions in reasoning, mathematics & English and second segment i.e the Professional Test comprising of 100 questions in the respective professional field.

HEC Ltd. reserves the right to add any center depending upon the number of candidate for that area/ center. Candidates will have to appear for the written test at their own cost.

**Training, Placement & Remuneration:-**

Selected candidates will undergo training for a period of two years. During first year of training they shall be paid monthly stipend of Rs. 16400/- plus Industrial Dearness Allowance (IDA), as per the rules. Besides the stipend, they shall also be entitled to benefits like EPF, Employees Pension, EDLI, Group Insurance, Bachelor accommodation or HRA, other perks and allowances and free medical benefit to self and dependants. On successful completion of the first year of training, they shall be placed in the scale of pay of **Rs. 16400 – 40,400/- (E1)** with basic pay of Rs. 16,900/-

### **Other Benefits:**

Besides basic pay, DA, CPF, other allowances, Free Medical facilities for self and dependant family members, accommodation (as per availability) or HRA are admissible as per the rules of the Corporation. During the second year their training and probation shall run concurrently. Candidates can be posted at Ranchi or across the country/ or abroad, in any of the Factory/Projects or office depending upon the requirement of the corporation.

### **Health:**

Candidates finally selected by HEC will have to undergo a Medical Examination procedure before joining. Candidates should have sound health which will be assessed by Company's Authorised Medical officer and the appointment will be subject to meeting the health standards prescribed by the corporation

### **Service Agreement Bond:**

The selected candidates will be required to execute a service contract to serve the Corporation for a minimum period of three years from the date of appointment as ET, failing which he/she will be liable to pay the amount equal to the stipend/ basic pay and DA for the period of training/ service in the corporation subject to maximum of three months stipend/ basic pay plus DA towards training cost & notice pay of 1 months stipend/ basic pay plus DA in the first year of service. Thereafter, the Candidates is required to deposit three months basic pay plus DA towards training cost and notice pay of 3 months basic pay plus DA.

### **Fees:**

For General and OBC(NCL): as application fees	Rs. 800/- (Rupees Eight Hundred) only
For SC/ST: as processing fees	Rs. 200/- (Rupees Two Hundred) only

Eligible candidates should apply through **Online only**.

### **Procedure for applying:**

#### **STEP A: REGISTRATION**

Eligible candidates can apply only through online registration system of HEC Ltd. To apply logon to: <http://205.147.110.48/HECTechnicalworkmen/pages/home.aspx> The Online Registration is functional from 10.00 hours of 23.01.2016 to midnight of 12.02.2016. **No other means/ mode of application shall be accepted.** HEC LTD will not be responsible for bouncing back of any email sent to the candidate.

1. Before registering and submitting their applications on the website the candidate should possess the following :-
  - a. Valid Self E-mail ID and Mobile no.
  - b. Scanned copy of recent passport size color photograph of the candidate with white back ground.
  - c. Scanned signature of the candidate
3. **PHOTOGRAPH:** One recent colored passport size photograph not more than three months old is to be scanned and uploaded in the space earmarked in the on-line application. The Photograph should be in JPG or JPEG format. The Size of the photograph should be between 20KB to 50KB.
4. **SIGNATURE:** Signature (in Black ink) against white background is to be scanned and uploaded in the space earmarked in the on-line application. Candidates must ensure the signature uploaded is maintained as same at all places viz. signature up-loaded, appended on Undertaking, verification at Interview stage, etc. If any variation is found between the

signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his / her uploaded signature is clearly visible / identifiable at the appropriate place. The signature should be minimum 200 dpi (dots per inch) and in JPG or JPEG format. The Size of the signature should be between 10KB to 20KB.

5. Once candidate submit their data Online, System will display a unique Payment Reference Number and a link for making Payment of Application Fee. Candidates have to click on that link and make the payment of Application fee.
6. While making the payment, System will again ask the details of Name, Mobile No. etc. and Payment Reference Number which was generated at the time of applying online. After making Application Fee, System will generate a Registration Slip having unique Registration Number. Candidates should save it and/or take its printout and keep it in safe custody.
7. Candidate who wish to make the payment later on should click on the link: "Login – For Registered candidates" given on main page to: Reprint Registration Slip / To submit the Bank details and generate Registration Slip / To make the Payment of Application Fee if provisionally Registered. This information will be asked only at ONE time for completing the Application, and after that a candidate can generate and take the print of Registration Slip again (if required).
8. It is mandatory to submit the details of SBI Collect Reference Number (10 digit alphanumeric reference number starting with DUxxxxxxx) printed on e-receipt and deposit dates again in online portal by login through Payment Reference Number after making the payment. If a candidate fails to submit these details within due date after making the payment, his/her application shall be treated as incomplete and summarily be rejected.
9. Candidates should check that their Signature and Photograph are uploaded in the designated places in format before final submission of application.

**The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later.**

#### **STEP B: METHOD OF APPLICATION FEE PAYMENT**

1. A link will be provided on the website for payment which would take the candidate to <https://www.onlinesbi.com/prelogin/institutiontypedisplay.htm> after making the Registration. The candidate would then follow the instruction as given on SBI Link to complete the payment. The candidate can make payment through Internet banking/ Debit Card (Visa or Masters) / Credit Card (Visa or Masters) / Bank Challan. After making the payment a Payment Slip will be generated on screen, and candidates should take the print of that payment slip or save for further reference if required.
2. Candidate who wish to make the payment later-on should click on the link: **"Acknowledgement – For Registered candidates only"** given on main page to: Reprint Registration Slip / To submit the Bank details and generate Registration Slip / To make the Payment of Application Fee if provisionally Registered. This information will be asked only at ONE time for completing the Application, and after that candidate can generate and take the print of Registration Slip again (if required).
3. **It is mandatory to submit the details of SBI Collect Reference Number (10 digit alphanumeric reference number starting with DU) printed on e-receipt and deposit dates again in online portal by login through Unique Payment Reference Number after making the payment.** If a candidate fails to submit these details within due date after making the payment, his/her application shall be treated as incomplete and shall be summarily rejected.

4. **Bank commission charges will be borne by the Applicants.** In case the candidate deposits the fee in a wrong account, HEC LTD will not be responsible. Registration fee deposited after **16.02.2016** will not be valid.
5. Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying for any post and payment of Application Fee.
6. The call letter indicating Registration Number, Roll Number, Details of Venue and guidelines for the Interview will be made available on our website to the candidates found apparently eligible based on the online data only. The candidate has to download his/her Call Letter, Guidelines etc. for appearing in the Interview from the website only. **Please note that the Call Letter will not be sent by post.**
7. All information regarding this training program will be made available on the website: <http://www.HECLTD.com> and no separate communication shall be made. Candidates must remain in constant touch with website <http://www.HECLTD.com> for information regarding dates of Interview, downloading of call letter, result of Interview, schedule of Interview, medical standards etc.
8. E-mail ID and Mobile number to be entered in online application form is mandatory. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online. Candidates are advised to keep the e-mail ID and Mobile number entered compulsorily in the online application form, active for at least one year. **No change in the email ID or mobile number will be allowed once entered.** All future correspondence shall be made via E-mail and/or SMS only.
9. Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.
10. It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, while applying for the post.
11. No manual / paper application will be entertained.
12. Applicants can send their query related to this advertisement to email Id: [recruitment@hecltd.com](mailto:recruitment@hecltd.com)

#### **IMPORTANT DATES**

<b>SNo.</b>	<b>Particulars</b>	<b>Date</b>
1.	Online Registration Start Date	23.01.2016 (10.00 Hrs)
2.	Online Registration Closing Date	12.02.2016 (23.59 Hrs)
3.	Last date of Remittance of application process Charges/fee in Bank (for already registered candidates only)	16.02.2016 (17.00 Hrs)
4.	Last date of Submission of Payment details in Online Portal (for registered candidates only)	16.02.2016 (23.59 Hrs)
5.	Availability of Call Letter on website	15 days before the date of Written/Trade Test/Interview
6.	Tentative Date of Written Test	Will be notified on website
7.	Tentative Date of Interview	Will be notified on website

**Note:**

1. Applicants are advised to check the career section of our website regularly for regular updates.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. HEC LTD will not be responsible for network problems or any other problem in submission of online Application.
3. Canvassing in any form will disqualify the candidature of the candidate.
4. This is a purely training opportunity and there is no provision whatsoever of any employment in the company on the basis of this scheme.
5. Court of jurisdiction for any dispute will be Ranchi, Jharkhand.