



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड
SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.
भारत सरकार के पूर्ण स्वामित्वाधीन
WHOLLY OWNED BY GOVT. OF INDIA

Advt.No.02/2015-OP

Security Printing & Minting Corporation of India Limited (SPMCIL), a Schedule 'A' Mini-ratna Category-I Central Public Sector Enterprise wholly owned by Government of India, started functioning as a Corporatized entity with effect from 13th January, 2006. The objective and the business of the Company is designing, manufacturing security papers, Printing Currency & Bank notes, Passports, non-judicial stamp papers, postage stamps and Minting of the Coins.

SPMCIL is under the administrative control of Department of Economic Affairs, Ministry of Finance having its registered and Corporate Office at 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi - 110001.

The Operational units of the Company are strategically located across the Country having its four Mints at Mumbai, Kolkata, Hyderabad and Noida, four Currency / Security presses at Nashik, Dewas and Hyderabad, a high quality Paper manufacturing mill at Hoshangabad and very shortly the Company is on the verge of commissioning CWBN Paper Machine Project at SPM, Hoshangabad with a view to be self-sufficient in manufacturing of currency paper.

With the above background, the Company is looking forward to recruit high caliber and talented professionals having potential to strengthen Technical, HR, Materials Management, Marketing and IT Wing of SPMCIL and accordingly invites applications for the following posts:

Name of the Post	Level	Scale of Pay (IDA)	Total No. of Post(s)	Maximum Age (As on 30.04.2015)
Dy. General Manager (Technical)	E-6	Rs. 36600-62000/-	4 (3-UR, 1-OBC)	45
Dy. General Manager (HR)	E-6	Rs. 36600-62000/-	1-OBC	45
DY. General Manager (IT)	E-6	Rs. 36600-62000/-	1-UR	45

Manager (Tech.)- Assay	E-4	Rs. 29100- 54500/-	1-UR	40
Manager (Tech.)- Quality Assurance			1-OBC	
Manager (Materials)			2 (1- UR, 1-ST)	
Manager (Tech.)			1 (1-SC)	
Dy. Manager (Marketing)	E-3	Rs. 24900- 50500/-	1-UR (Post is reserved for PH)	40
Asstt. Manager (HR)	E-2	Rs. 20600- 46500/-	3 (2-UR,1- OBC)	35
Officer (IT)	E-1	Rs.16400- 40500 /-	4 (1-OBC, 3-UR) (Out of 4 posts, 1- Post is reserved for PH)	30

Dy. General Manager(Technical): (E-6 Level)

Essential Qualification: 1st Class B.Tech. /B.E. in the area of Mechanical/ Electrical/ Electronics/ Chemical/ Metallurgy/ Pulp & Paper/Civil etc. from a recognized University/ Institute.

Experience: 15 years post qualification experience as an Executive in Production, Operation or Maintenance, out of which minimum 2 years in one grade below i.e. in IDA pay-scale of Rs.32900-58000/- at E-5 Level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 8100/- as Chief Manager/AGM or at equivalent level of position in a reputed private sector company having turnover of at least Rs.100/- crores per annum.

Dy. General Manager(HR): (E-6 Level)

Essential Qualification: 1st class full time Master's Degree in Personnel Management and Industrial Relations/MSW/ MBA with HR elective from a recognized University/ Management Institute.

Experience: 15 years post qualification experience as an Executive in Human Resource Management, industrial relations, and other HR related areas , out of which minimum 2 years in one grade below i.e. in IDA pay-scale of Rs.32900-58000/- at E-5 Level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 8100/- as Chief Manager/AGM or equivalent in a PSU/Govt. or at equivalent level of position in a reputed private sector company having turnover of at least Rs.100/- crores per annum.

Desirabe: LL.B

Dy. General Manager(IT): (E-6 Level)

Essential Qualification: 1st class full time MCA/ 1st class B.Tech (Computer Engineering/IT) from a recognized University/ Institute.

Experience: 15 years post qualification experience as an Executive in IT related area with special reference to ERP implementation and should possess both software and hardware knowledge, out of which minimum 2 years in one grade below i.e. in IDA pay-scale of Rs.32900-58000/- at E-5 Level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 8100/- as Chief Manager/AGM or equivalent in a PSU/Govt. or at equivalent level of position in a reputed private sector company having turnover of at least Rs.100/- crores per annum.

Manager (Tech.)- Assay: (E-4 Level)

Essential Qualification: 1st Class B.Tech. in Chemical Eng./Metallurgy Or First Class M.Sc in Chemistry from a recognized University/ Institute.

Experience: 10 years post qualification experience as an Executive in Assaying or refining of precious metal out of which at least 2 years regular service should be in one grade below i.e. in IDA pay-scale of Rs. 24900-50500/- at E-3 level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 6600/- as Dy. Manager or at equivalent level of position in a reputed Private sector company having turnover of Rs. 75/- Crores.

Manager (Tech.)- Quality Assurance: (E-4 Level)

Essential Qualification: 1st Class B.Tech. in Printing Technology/Chemical Eng./Pulp & Paper Or First Class M.Sc in Chemistry from a recognized University/ Institute.

Experience: 10 years post qualification experience as an Executive in managing the quality assurance division monitoring quality standard of the products and SOP related to quality assurance, out of which at least 2 years regular service should be in one grade below i.e. in IDA pay-scale of Rs. 24900-50500/- at E-3 level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 6600/- as Dy. Manager or at equivalent level of position in a reputed Private sector company having turnover of Rs. 75/- Crores.

Manager (Technical): (E-4 level)

Essential Qualification: 1st Class B.Tech./B.E. in the area of Mechanical /Electrical /Electronics /Chemical /Pulp & Paper/Metallurgy/Civil etc. from a recognized University/ Institute.

Experience: 10 years post qualification experience as an Executive in Production, Operation or Maintenance out of which at least 2 years regular service should be in one grade below i.e. in IDA pay-scale of Rs. 24900-50500/- at E-3 level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 6600/- as Dy. Manager or at equivalent level of position in a reputed Private sector company having turnover of Rs. 75/- Crores

Manager (Materials): (E-4 Level)

Essential Qualification: 1st class degree in Engineering with degree / Diploma in Material Management / Stores Management / Purchase / MBA with Material Management from a recognized University/ Institute.

Experience: 10 years post qualification experience as an Executive in materials planning/materials handling/stores management and procurement/contracts in manufacturing industry, out of which at least 2 years regular service should be in one grade below i.e. in IDA pay-scale of Rs. 24900-50500/- at E-3 level or in CDA pay-scale of Rs. 15600-39100/- with grade pay of Rs. 6600/- as Dy. Manager or at equivalent level of position in a reputed Private sector company having turnover of Rs. 75/- Crores.

Dy. Manager (Marketing):

Essential Qualification: 1st class full time Masters degree in Marketing Management / MBA with Marketing elective from a recognized University/ Management Institute.

Experience: 7 years post qualification experience in marketing as Executive out of which minimum 3 years experience in one level below, i.e., in the IDA pay-scale of Rs.20600-46500/- at E-2 level or in CDA pay scale of Rs. 15600-39100/- with grade pay of Rs. 5400/- as Asstt. Manager or at equivalent level of position in a reputed private sector company having turnover of at least Rs.50 crores.

Desirable: B. Tech/B.E.

Assistant Manager (HR):

Essential Qualification: 1st class full time Master's Degree in Personnel Management and Industrial Relations/MSW/ MBA with HR elective from a recognized University/ Management Institute.

Experience: 3 years post qualification experience as an Executive in Human Resource Management, industrial relations, and other HR related areas , out of which minimum 2 years in one grade below i.e. in IDA pay-scale of Rs.16400-46500/- at E-2 Level or in CDA pay-scale of Rs. 9300-34800/- with grade pay of Rs. 4800/- as Officer or equivalent in a PSU/Govt. or at equivalent level of position in a reputed private sector company having turnover of at least Rs.50/- crores per annum.

Desirabe: LL.B

Officer (IT): (E-1 Level)

Essential Qualification: 1st Class full time MCA/1st Class B.Tech.
(Computer Engineering/IT)

Desirable: Exposure to Industry.

HOW TO APPLY:

1. The application should be submitted in the Proforma given in the advertisement, preferably type written.
2. The outer cover should be superscribed as **"APPLICATION FOR THE POST OF _____"**.
3. A non-refundable Bank Demand Draft for Rs. 100/- drawn in favour of **"Security Printing and Minting Corporation of India Ltd"**. payable at New Delhi is to be enclosed. Candidates are advised to write their name and post applied on the reverse side of the Demand Draft. **No application fee need to be paid by the candidates belonging to SC/ST/Physically challenged category.**
4. The application should be accompanied with self-attested copies of certificates in support of educational qualification, age and experience. Candidates belonging to OBC category are required to produce the recently obtained OBC Certificate (Non-creamy layer) (not older than 6 months as on the date of advertisement) in the format prescribed by Govt. of India, issued by Competent Authority for appointment to the post under Govt. of India and for Central Government PSU.
5. Duly completed application should be sent to the Manager (HR), Security Printing & Minting Corporation of India Ltd., 16th Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi - 110 001 through **registered/speed post** only within 30 days from the publication of this advertisement. Applications received late/incomplete will be rejected. SPMCIL Management will not be responsible for any postal delay/loss of documents during transit.
6. **Applications without photo copies of supporting documents in respect of age, caste, qualification, experience, last salary drawn and application fee will be rejected without any information to the applicants.**
7. The applicants who wish to apply for more than one post shall submit separate application forms and application fee for each post.

GENERAL CONDITIONS:

1. Mere conformity to the job requirement will not entitle a candidate to be called for interview. Management reserves the right to reject any application without assigning any reason and to raise the eligibility standard ad criteria to restrict/regulate the number of candidates to be called for interview. The recruitment process can be cancelled / suspended / terminated without assigning any reason. The decision of the management will be final and no appeal will be entertained.
2. Candidates called for interview will be entitled for reimbursement of train fare (to and fro) (except Rajdhani, Duronto & Shatabdi Express) from the place of their mailing address to the place of Interview by 2 tier AC class in case of DGM and 3-tier AC Class in case of Manager, Dy. Manager, Asstt. Manager and Officer level posts.
3. Applications that are not in conformity with the requirements indicated in this advertisement or incomplete applications will not be entertained and will be rejected.
4. Wherever applicable, candidates should send their application through proper channel. The employees of Central/State Govt./PSUs/Autonomous Bodies, etc. should apply through proper channel or shall produce NOC at the time of interview.
5. Age relaxation: The upper age limit specified in the advertisement is for general candidates from the open market. Relaxation in upper age limit to SC/ST/OBC/PH/Ex-servicemen will be as per extant Government rules.
6. For the posts reserved for PH Category, only such candidates would be eligible who suffers from not less than 40% of disability and candidate who wants to avail the benefit of reservation would have to submit a Disability Certificate issued by the Competent Authority in the prescribed format as per the directives of Govt. of India.
7. **Computation of age, minimum post-qualification experience and qualification shall be as on 30.04.2015.**

In case of internal candidates, the age relaxation upto 5 years will be considered in conformity with DOPT guidelines on the same lines as applicable to Govt. employees.
8. Management reserves the right to call or not to call any/all candidates who have responded against this advertisement.
9. In case of large number of applications, SPMCIL Management may conduct a written test/pre-interview round for shortlisting of candidates. No reimbursement of fare will be given in case of written test/pre-interview round.

10. SPMCIL Management reserves the right to fill up the post or increase/decrease the number of posts or even to cancel the whole process of recruitment without assigning any reasons thereof.
11. No correspondence will be entertained about the outcome of the applications.
12. The selected candidates are liable to be posted in any of the Units or Corporate Office of SPMCIL as per requirement.
13. Canvassing in any form will be a disqualification.

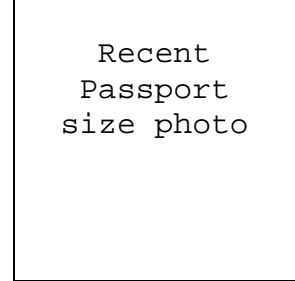
Manager (HR)

SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.
(Wholly Owned by Government of India)
16TH Floor, Jawahar Vyapar Bhawan, New Delhi-110 001.
www.spmcil.com

EMPLOYMENT APPLICATION FORM

Advt.No.02/2015-OP

1. Name of the Post
2. Name of the candidate
3. Father's Name
4. Date of Birth
(Age as on 30.04.2015 - DD MM YY)
5. Permanent Address
6. Address for correspondence
7. Phone numbers (office)
(Residence)
Mobile
Fax
E-mail
8. Religion
9. Nationality
10. Whether belonging to SC/ST/OBC/Minority/
Ex-serviceman/physically handicapped
11. Details of Educational Qualifications starting from requisite
professional qualification to matriculation:



S.No.	Details of Exams Passed (whether through regular/ correspondence courses)	Year & Month of Passing	Subject	Div. / Class and% of marks Obtained	Name of the University/ Institution

12. Details of Experience starting from latest employment:

Name of Organisation	Designation	Period (With date, month & year)		Pay-scale (Grade Pay in case of CDA scale)	Present Basic Pay & Total Emoluments Last Drawn/CTC in case of Pvt. Sector	Brief description of present duties
		From	To			

13. Whether any relative already working with SPMCIL.
If yes, specify the relationship.

14. Details of Computer knowledge & Experience

15. Details of Training to your profession attended.

Name of Course	Institute	Contents

16. Details of Bank draft for Rs.100/- :

Name of Bank_____DD No._____Date_____

17. Copies of Certificates/testimonials enclosed.

1. 3.

2. 4.

DECLARATION:

I hereby affirm and declare that the statements made in the application are true and unexaggerated. I undertake that any misrepresentation or material omission made in this application form will render the undersigned liable to immediate dismissal.

Date:

Place:

(Signature of the Candidate)