



**SOAR TO GREAT HEIGHTS WITH HAL**  
**HINDUSTAN AERONAUTICS LIMITED**  
 [ACCESSORIES COMPLEX]

**ADVERTISEMENT NO. : HAL/AC/Rectt/1/2015**

**Date : 09.06.2015**

Hindustan Aeronautics Limited (HAL), a Central Public Sector Undertaking with Navratna status, is a premier Aeronautical Industry of South East Asia with 22 Production / Overhaul / Service Divisions and 10 co-located R&D Centers spread across the country. HAL's spectrum of expertise encompasses Design & Development, Manufacture, Repair, Overhaul & Upgrade of Aircraft, Helicopters, Aero-Engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and Structural Components for Satellites & Launch Vehicles

HAL, over the last seven decades, has grown progressively into an integrated Aerospace Organization with the indigenous design & development of Advanced Light Helicopter (ALH-Dhruv), Intermediate Jet Trainer (IJT) & Light Combat Aircraft (LCA-Tejas). The ongoing major projects & programmes include ALH (both in military & civil roles), IJT, LCA, Pilotless Target Aircraft (PTA), Su-30 MKI, Hawk (Advanced Jet Trainer) & Dornier -228 (Light Transport Aircraft). Aligning with the emerging future requirements, HAL has conceptualized the indigenous development of Light Combat Helicopter (LCH), Basic Turboprop Trainer Aircraft (HTT-40), Light Utility Helicopter (LUH) & Indian Multi-Role Helicopter (IMRH), Combat Air Trainer (CAT), Naval & Trainer versions of LCA, Multi Role Transport Aircraft (MTA), Medium Lift Helicopter (MLH), etc.

**VACANCIES :**

HAL-Accessories Complex is currently looking for appointment as Medical / Senior Medical Officers (General Duty, Medicine, Orthopedic, Pediatrics & Radiology) (Grade II & III) for its Divisions in Lucknow, Kanpur and Korwa, as per details given below :

Sl No.	Post & Discipline/ Branch	Grade & Scale of Pay	No. of vacancies	Educational Qualification	Minimum no. of years of relevant post qualification experience required to be possessed (in completed years) as on 09.06.2015	Place of posting
<b>I. ACCESSORIES DIVISION – LUCKNOW :</b>						
1.	Sr. Medical Officer (Orthopedic)	III 20600 - 46500	01 (UR)	MBBS + PG Degree / DNB in Orthopedic	Nil	Lucknow (U.P.)
				MBBS + PG Diploma in Orthopedic	1 Yr.	
2.	Medical Officer (General Duty)	II 16400-40500	01 (OBC)	MBBS	1 Yr.	

II. TRANSPORT AIRCRAFT DIVISION – KANPUR :						
3.	Medical Officer (General Duty)	II (16400-40500)	01 (UR)	MBBS	01	Kanpur, (U.P.)
4.	Senior Medical Officer (Medicine)	III (20600 - 46500)	01 (UR)	MBBS+ MD / DNB (Medicine)	Nil	
				MBBS+ PG Diploma (Medicine)	1 Yr.	
5.	Senior Medical Officer (Radiology)	III (20600 - 46500)	01 (UR)	MBBS+ MD / DNB (Radiology)	Nil	
				MBBS+ PG Diploma in (DMRD)	1 Yr.	
III. AVIONICS DIVISION – KORWA :						
6.	Sr. Medical Officer (Medicine)	III 20600 - 46500	01 (OBC)	MBBS+ MD / DNB (Medicine)	Nil	Korwa (U.P.)
				MBBS+ PG Diploma in Medicine	1 Yr.	
7.	Sr. Medical Officer (Pediatrics)	III 20600 – 46500	01 (UR)	MBBS+PG Degree / DNB (Pediatrics)	Nil	
				MBBS+PG Diploma (Pediatrics) / DCH	1 Yr.	

Note : (1) UR – Un Reserved. OBC – Other Backward Class.

- (2) The candidate should possess MBBS degree / PG Degree / DNB / PG Diploma, recognised by MCI and have been acquired from university / institute recognized by MCI. Those who are from Govt, Semi-Govt, Quasi- Govt Organizations, Public Sector Undertakings with MBBS (applying against Grade- II) & MBBS+ PG Diploma qualification (applying against Grade- III) should possess a minimum of 01 year of experience and MBBS (applying against Grade-III) should possess a minimum of 2 years of experience in the next below Grade scale or in the equivalent post from Govt. or Private Hospital.

**Job Specification / Job Description / Responsibility / Experience Requirements:**

Sl. No.	Post/Discipline	Job Specification / Job Description / Experience Requirements
1	Medical Officer (General Duty)	<ul style="list-style-type: none"> <li>- Should be able to run / deal with general OPD / emergency in the Township &amp; Factory Dispensary in different shifts etc. independently</li> <li>- Should be able to act as requirement of company.</li> <li>- Management of various activities at dispensary i.e staff attendance pharmacy work, first aid counter and upkeep of inventory etc.</li> <li>- Helping Seniors in their hospital related work.</li> <li>- Carry out medical examination, diagnosis and provide treatment in respect of Division's employees and their dependent family members suffering from various ailments.</li> </ul>

		<ul style="list-style-type: none"> <li>- Upkeep of Hospital inventory &amp; training of Staff.</li> <li>- Clearance of General Medical Claims &amp; other bills.</li> <li>- Liaisoning with empanelled hospital &amp; Pathology etc. and administrative work allotted by CMS.</li> <li>- Should be well versed with Medico-Legal formalities</li> </ul>
2	Sr. Medical Officer (Orthopedic)	<ul style="list-style-type: none"> <li>- Should be able to run orthopedic OPD and General OPD.</li> <li>- Should be well conversant with orthopedic procedures which can be applicable in a setup.</li> <li>- Should be able to act as requirement of company.</li> <li>- Management of various activities at dispensary i.e staff attendance pharmacy work, first aid counter and upkeep of inventory etc.</li> <li>- Helping Seniors in their hospital related work.</li> <li>- Carry out medical examination, diagnosis and provide treatment in respect of Division's employees and their dependent family members suffering from various ailments.</li> <li>- Upkeep of Hospital inventory &amp; training of Staff.</li> <li>- Clearance of General Medical Claims &amp; other bills.</li> <li>- Helping Seniors in their hospital related work.</li> <li>- Liaisoning with empanelled hospital &amp; Pathology etc. and administrative work allotted by CMS.</li> <li>- Should be well versed with Medico-Legal formalities</li> </ul>
3	Senior Medical Officer (Radiology)	<ul style="list-style-type: none"> <li>- Management of X-ray &amp; Ultra-sonography work. General patient management &amp; emergency patient management in Township &amp; Factory Dispensary in different shifts. Clearance of General Medical claims &amp; other bills, liaisoning with empanelled hospital &amp; Pathology etc. and administrative work allotted by CMS.</li> <li>- Management &amp; reporting of X-ray &amp; Ultra-sonography work and Clearance of bills related to X-ray &amp; Ultrasonography. Upkeep of X-ray &amp; Ultrasonography machine and follow up of AMC work.</li> <li>- Management of General &amp; emergency patient at Township dispensary along with management of various activities i.e. staff attendance, pharmacy work, first aid counter etc. in different shifts.</li> <li>- Carry out medical examination, diagnosis and provide treatment in respect of Division's employees and their dependent family members suffering from various ailments.</li> <li>- Upkeep of Hospital inventory &amp; training of Staff.</li> <li>- Clearance of General Medical Claims &amp; other bills.</li> <li>- Helping Seniors in their hospital related work.</li> <li>- Liaisoning with empanelled Hospital &amp; Pathology/ radiology centers</li> <li>- Any other administrative responsibility allotted by CMS.</li> <li>- Should be well versed with Medico-Legal formalities</li> </ul>
4	Sr. Medical Officer (Medicine)	<ul style="list-style-type: none"> <li>- Manage general OPD/ Wards/ Emergency/ ICCU cases independently (both in Township &amp; Factory Dispensary in different shifts) and should be well conversant with interpretation of ECG, Computerized Stress Test Echocardiography.</li> <li>- Carry out medical examination, diagnosis and provide treatment in respect of Division's employees and their dependent family members suffering</li> </ul>

		<p>from various ailments.</p> <ul style="list-style-type: none"> <li>- Clearance of General Medical claims &amp; other bills.</li> <li>- Management of General &amp; emergency patient at Township dispensary along with management of various activities i.e. staff attendance, pharmacy work, first aid counter etc. in different shifts.</li> <li>- Upkeep of Hospital inventory &amp; training of Staff.</li> <li>- Clearance of General Medical Claims &amp; other bills</li> <li>- Helping Seniors in their hospital related work.</li> <li>- Liaisoning with empanelled Hospital &amp; Pathology/ radiology centers</li> <li>- Any other administrative responsibility allotted by CMS.</li> <li>- Should be well versed with Medico-Legal formalities</li> </ul>
5	Sr. Medical Officer (Pediatrics)	<ul style="list-style-type: none"> <li>- Manage new born child/ neonatology cases, OPD/ Wards/ ICU cases and should be well conversant with interpretation of ECG.</li> <li>- Carry out medical examination, diagnosis and provide treatment in respect of Division's employees and their dependent family members suffering from various ailments.</li> <li>- Management of General &amp; emergency patient at Township dispensary along with management of various activities i.e. staff attendance, pharmacy work, first aid counter etc. in different shifts.</li> <li>- Upkeep of Hospital inventory &amp; training of Staff.</li> <li>- Clearance of General Medical Claims &amp; other bills</li> <li>- Helping Seniors in their hospital related work.</li> <li>- Liaisoning with empanelled Hospital &amp; Pathology/ radiology centers</li> <li>- Any other administrative responsibility allotted by CMS.</li> <li>- Should be well versed with Medico-Legal formalities</li> </ul>

#### **AGE LIMIT & RELAXATIONS :**

- Upper age limit is 35 years and 45 years for appointment in Grade- II & Grade- III respectively as on 09.06.2015.
- Relaxations/concessions for the candidates belonging to SC/ST/OBC/XSM & PWD category would be made, wherever applicable, as per Company Rules.
- Relaxation upto 3 years is admissible for the candidates belonging to OBC (Non-Creamy Layer) for the reserved post under OBC (Non Creamy Layer) category.
- Relaxation in the upper age limit upto 5 years to the candidates who had domiciled in the State of Jammu & Kashmir during the period 01.01.1980 to 31.12.1989.
- In case of persons with disability (PWD), only such persons would be eligible for reservation, who suffers from not less than 40% of relevant disability.

The details of posts identified suitable for Persons with Disabilities (PWD) and physical requirement are mentioned below:-

<b>Post &amp; Discipline</b>	<b>Physical Requirements</b>	<b>Categories of disabled suitable for jobs</b>
Sr. Medical Officer (Orthopedic)	S, ST, W, BN, MF, RW, SE, H, C	OA, OL
Medical Officer (General Duty)	S, ST, W, BN, MF, RW, SE, H, C	OA, OL
Sr. Medical Officer (Medicine)	S, ST, W, BN, MF, RW, SE, H, C	OA, OL
Sr. Medical Officer (Radiology)	S, ST, W, BN, MF, RW, SE, H, C	OA, OL
Senior Medical Officer (Paediatrics)	S, ST, W, BN, MF, RW, SE, H, C	OA, OL

Abbreviations used: S=Sitting, ST=Standing, W=Walking, BN=Bending, RW= Reading & Writing, MF=Manipulation by Fingers, SE=Seeing, H=Hearing, C=Communication, OA=One Arm, OL=One Leg.

- (vi) Upper age limit with all relaxations shall not exceed 55 years.

**ADMISSIBLE ALLOWANCES / BENEFITS, ETC. :**

The selected candidates will be appointed in Grade II/III, as the case may be, with a starting Basic Pay equivalent to the minimum of the corresponding Scale of Pay. In addition to Basic Pay and variable IDA, the selected candidates will be eligible to get Perks and Allowances under the Cafeteria System, limited to 44% of the running Basic Pay, as per Company's rules. Besides these, other benefits such as Company provided Accommodation (as per availability), PF, Performance Related Pay, Gratuity, Group Insurance, Leave encashment, etc. will also be admissible. In addition, they will be eligible for Non-Practicing Allowance @ 25% of the running Basic Pay.

Candidates posted in Korwa (UP) are also eligible for Special (Korwa) Allowance (10% of the running basic pay) and Rent Free unfurnished Company Accommodation in HAL Township at Korwa.

**HEALTH :**

Applicants should be of sound health and should meet the medical standards prescribed by the Company. Appointment of selected candidates will be subject to receipt of satisfactory medical report from the Company's Doctor as per the Medical Standards of the Company and satisfactory medical report from the Concerned Authority in respect of PWD candidates.

**APPLICATION FEE :**

The application fee is Rs. 500/- (Rupees Five Hundred only) which is non-refundable (exempted in case of SC/ST/PWD category). The application fee is to be sent in the form of crossed Demand Draft drawn on any Nationalized Bank in favour of :

- (a) For the posts in TAD-Kanpur :  
'Hindustan Aeronautics Limited, Transport Aircraft Division, Kanpur', payable at Kanpur.
- (b) For the posts in AD-Lucknow :  
'Hindustan Aeronautics Limited, Accessories Division, Lucknow', payable at Lucknow.
- (c) For the posts in AD-Korwa :  
'Hindustan Aeronautics Limited, Avionics Division, Korwa', Payable at Korwa.

Application fee will not be refunded under any circumstances, even if the candidate is ineligible at the time of applying or rejection of application etc. Therefore before forwarding the application, candidates are required to ensure that they meet all the eligibility criteria. The demand draft should not have been drawn before the date of publication of this advertisement.

**SELECTION PROCEDURE :**

The Selection will be done through Interview, Further, date, time and venue of Interview will be intimated to the short-listed/eligible candidates by E-mail / HAL Website / by Post. For Interview to the posts in Medical Disciplines, short listing of candidates will be done based on experience / aggregate percentage of marks in MBBS as per rules.

Candidates short listed for Interview are required to bring the Certificates / Documents (Original and attested Photocopies in proof of Age, Qualification, Experience, Caste, Training, Disability (as applicable), Ex-servicemen discharge book (as applicable) etc and passport size photographs at the time of Interview.

**GENERAL CONDITIONS:**

- Only Indian nationals are eligible to apply. Prescribed format of application is placed at Annexure-I.
- Internal candidates are not eligible to apply against the notified posts.

- Educational Qualification & Post Qualification Experience should have been acquired/ possessed by the candidate as on 09.06.2015. The date of declaration of results indicated in the mark sheet of the Final Semester./Year will be considered as the date of acquisition of educational qualification.
- Candidates possessing Regular / Full Time qualification prescribed for the above posts are only eligible to apply. In other words, the qualifications acquired through Part Time / Correspondence / Distance Education / E-learning courses are not eligible to apply.
- Appearing candidates or the candidates whose result is awaited are NOT eligible to apply.
- The total maximum marks and total marks obtained for all the Semesters/ Years will be summed up to arrive at the aggregate percentage. No rounding off will be done. No weightage will be given to any particular semester or year. Candidate must indicate the aggregate marks (of all semesters / years put together) Diploma / Degree etc in the Bio-data form. Aggregate marks are to be calculated as shown below:

$$\frac{\text{Total marks obtained in all semesters or years} \times 100}{\text{Maximum marks (cumulative of all semesters or years)}}$$

- Wherever CGPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the University / Institute. Candidates are required to submit a Certificate to this effect from the University / Institute at the time of Interview.
- Candidates who are employed in Government / Semi-Government / Public Sector Undertakings should apply through their employers i.e. through proper channel. Further, such candidates are required to produce '**No Objection Certificate**' at the time of Interview from their employer failing which they will not be permitted to appear for the Interview and no Traveling Allowance will be reimbursed.
- Candidates are required to enclose a set of self- attested copies of relevant documents alongwith the application form in support of the following:
  - Date of Birth (Class 10<sup>th</sup> Certificate);
  - Educational Qualifications (mark sheets/certificates);
  - Medical Council of India accreditation of the Educational Qualification possessed;
  - Domicile in case of Jammu & Kashmir resident during the period 01.01.1980 to 31.12.1989, if applicable;
  - Physical Disability. Disability Certificate to be submitted in the format annexed at Appendix-C;
  - Experience, issued on the Letter Head of the Company (Discharge book in case of Ex-Servicemen/Commissioned Officers).

Candidates will be required to produce original certificates regarding age, educational qualification, work experience, etc. at the time of Interview, failing which their candidature will be cancelled.

- Contract Experience:
  - a. Experience possessed by candidates engaged on Contract basis directly by PSUs/Central/State Governments concerned shall be considered as experience for the purpose of selection. In that case, Experience Certificate is to be produced from such PSUs/Central/State Governments, etc, indicating the contract engagement. As regards No Objection Certificate , the same needs to be line with the Terms & Conditions of contract engagement and Rules applicable for such contract engagement in the concerned Organization.
  - b. Experience possessed by candidates in Private Organizations on Contract basis shall be considered as experience, subject to scrutiny in terms of nature of experience, responsibilities, assignments, etc.
  - c. Experience possessed by candidates engaged on Contract basis through Contractors by PSUs/Central/State Governments will not be considered as experience since the engagement is not direct.
  - d. The contract experience possessed by candidates as at (a) & (b) above will be considered as experience for the purpose of selection only if the experience is in Executive cadre of the concerned PSUs/Central/State/Private Organizations.
- Once an employee avails himself of voluntary retirement from a PSU, he shall not be allowed to take up employment in another PSU. If he desires to take up the employment, he shall have to return the VRS compensation received by him to the PSU concerned. Personnel who have opted for VRS from other PSUs should furnish documentary evidence that they have deposited their terminal benefits with the concerned PSU before their appointment in the Company.
- For getting the reservation benefits under OBC category, the following are required to be adhered :

- The candidate must not belong to creamy layer.
  - The name of caste of the candidate must appear in the 'Central list of Other Backward Classes'.
  - The candidate needs to furnish their OBC Certificate as per the format prescribed by the Government of India (Not older than 6 months as on last date of receipt of application from the Competent Authority).
- Appointment of selected candidates is subject to verification of Caste (wherever applicable) and Character & Antecedents from the concerned Authorities, as per the rules of the company.
- Mere submission of application will not entail a right for claiming appointment.
- HAL reserves the right to cancel / restrict / enlarge / modify / alter the advertisement / recruitment process and / or the selection process there under, without issuing any further notice or assign any reason whatsoever. The number of vacancies can be modified as per management's discretion.
- If the information furnished by the candidate in any part of the Bio-data is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/appointment will be considered as revoked/terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate.
- Any sort of canvassing or influencing the officials related to the recruitment/selection process would result in immediate disqualification of the candidate.
- HAL reserves the right to increase / decrease the specification depending upon the response.
- Candidates, staying beyond 30 miles away and attending Personal Interview will be paid to and from TA (Rail fare) by the shortest route on production of proof of travel as per rules of the company.
- If the candidates are found suitable for lower Grade / Post than the post for which they had applied and attended the Interview fulfilling all the requirements, they shall be offered lower Grade/Post.
- Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the standards prescribed by HAL (Concerned Authority in case of PWD candidates).
- Decision of HAL Management regarding selection will be final. Further, HAL Management reserves the right to fill up or otherwise any or all the notified posts and also to fill up the future vacancies if any from the valid panel of selected candidates as per the rules of the company.
- Candidates belonging to SC/ST category are required to submit the SC/ST certificate in the prescribed format enclosed at Appendix-A. Candidates belonging to OBC category are required to submit the OBC certificate in the prescribed format enclosed at Appendix-B.
- In case any candidate wishes to apply against more than one of the notified posts, then he/she needs to apply against each one of them separately.
- Candidates who have work experience in the Private Sector and produce the experience certificate should submit the same in the letter head of the Company. The letter head of the company should have the details of the Company.
- Necessary information regarding the selection, interview etc. will be hosted on HAL website **www.hal-india.com** from time to time. Candidates are requested to visit the website from time to time.
- Before applying the candidates should satisfy themselves regarding eligibility criteria desired for the post.
- Incomplete Application will be rejected and no further correspondence in this regard will be entertained.
- Appearance of the short listed candidates in the Interview is provisional and it does not entitle them for any claim for the post. They will be treated as debarred ab-initio at any stage of the recruitment process in case they do not fulfill essential eligibility criteria.
- **Last date of receipt of applications is 30.06.2015 Applications received after due date will be rejected.**
- Necessary information regarding various stages of the Recruitment Process etc. will be hosted on Company's website [www.hal-india.com](http://www.hal-india.com) (Link: Log on to [www.hal-india.com](http://www.hal-india.com)>Home Page>Click on 'Careers') from time to time.
- Court of jurisdiction for any dispute / cause will be at Lucknow (for the posts in Accessories Division, Lucknow), Kanpur (for the posts in Transport Aircraft Division, Kanpur) & Korwa (for the posts in Avionics Division, Korwa).

## HOW TO APPLY

Eligible candidates may send their applications, duly filled, in the prescribed format along with the Demand Draft, certificates / documents (attested Photocopies) in proof of Age, Qualification, Experience, Training, Caste (SC/ST/OBC Certificate in the prescribed format), Disability Certificate (as applicable), Ex-servicemen discharge book (as applicable), etc by post so as to reach on or before **30.06.2015** to the address as mentioned below. The candidate is required to write his/her name and the post applied for on the reverse side of Demand Draft, which should be forwarded to the following addressees, superscribing on the envelop, in bold letters, the post applied for, discipline and advertisement Number :

- (a) Applications for the posts in Accessories Division – Lucknow :

**Chief Manager (HR)  
Hindustan Aeronautics Limited  
Accessories Division  
HAL Post Office  
Faizabad Road  
Lucknow – 226 016 (UP)**

**In case of any clarifications, please contact (0522)2348163**

- (b) Applications for the posts in Transport Aircraft Division – Kanpur :

**Chief Manager (HR)  
Transport Aircraft Division  
Hindustan Aeronautics Limited  
Chakeri – P.O.  
Kanpur – 208 008 (UP)**

**In case of any clarifications, please contact (0512)2451749-58, Extn. 4372-73.**

- (c) Applications for the posts in Avionics Division – Korwa :

**Manager (HR)  
Avionics Division, Korwa  
Hindustan Aeronautics Limited  
Post Office – HAL Korwa  
Tehsil & Distt. – Amethi (UP)  
PIN – 227 412.**

**In case of any clarifications, please contact (05368-255062)**

Candidates are required to possess a valid e-mail ID, which is to be entered in the application form, so that intimation regarding down-loading of call letter for interview can be sent. HAL will not be responsible for bouncing of e-mail sent to the candidates.

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## Annexure-I

### HINDUSTAN AERONAUTICS LIMITED TRANSPORT AIRCRAFT DIVISION, KANPUR

#### FORMAT

*Affix  
your recent  
self- attested  
colour  
photograph*

APPLICATION FOR THE POST OF .....

ADVT. NO. & DATE .....

1.	NAME	
2.	GENDER (MALE / FEMALE)	
3.	FATHER'S NAME	
4.	MOTHER'S NAME	
5.	a. DATE OF BIRTH (DD/MM/YYYY)  b. AGE AS ON 09/06/2015	
6.	NATIONALITY	
7.	CONTACT/ MAILING ADDRESS ..... ..... ..... DISTT ..... STATE ..... PIN CODE ..... PHONE NO. (WITH STD CODE) ..... MOBILE NO. .... E MAIL ID .....	PERMANENT ADDRESS ..... ..... ..... DISTT ..... STATE ..... PIN CODE ..... PHONE NO. (WITH STD CODE) ..... MOBILE NO. .... E MAIL ID .....
8.	NEAREST RAILWAY STATION	

9.	RELIGION	
10.	WERE YOU DOMICILE OF JAMMU & KASHMIR DURING THE PERIOD FROM 01.01.1980 TO 31.12.1989? (COPY OF CERTIFICATE TO BE PRODUCED AT THE TIME OF INTERVIEW)	YES/ NO
11.	DO YOU BELONGS TO SC / ST CATEGORY ? IF YES, SPECIFY :  (a) CASTE  (b) SUB-CASTE  (COPY OF CERTIFICATE TO BE ATTACHED)	YES/ NO
12.	ARE YOU A PERSON WITH DISABILITY?  IF YES, CIRCLE THE CATEGORY OF DISABILITY	YES/ NO  OH / VH / HH
13.	a. ARE YOU AN EX- SERVICEMAN? IF YES, MENTION THE LAST RANK HELD AND NO. OF YEARS SERVED IN THE RANK	YES/ NO
	b. ARE YOU SERVING IN THE ARMED FORCES?  IF YES, MENTION THE PRESENT RANK AND NO. OF YEARS COMPLETED IN THE RANK	YES/ NO  _____
14.	HAVE YOU BEEN INTERVIEWED BY HAL ANY TIME EARLIER? IF YES, PLEASE GIVE THE DETAILS OF THE POST FOR WHICH YOU HAVE BEEN INTERVIEWED AS ALSO DATE/YEAR/VENUE  IF YES,  POST INTERVIEWED:  DATE OF INTERVIEW:  VENUE OF INTERVIEW:	YES/ NO  _____  _____  _____
15.	ARE ANY OF YOUR CLOSE RELATIVES WORKING IN HAL? IF YES, PROVIDE DETAILS OF NAME, P.B. NO., DESIGNATION, DIVISION ETC.	

**OH** - ORTHOPEDICALLY HANDICAPPED; **VH** – VISUALLY HANDICAPPED; **HH** – HEARING HAMPERED.

16.	EDUCATIONAL QUALIFICATION (ACADEMIC & PROFESSIONAL) (USE SEPARATE SHEETS, IF REQUIRED)						
NAME OF QUALIFICATION WITH SPECIALIZATION, WHEREVER APPLICABLE	INSTITUTE/UNIVERSITY	NATURE OF THE COURSE (FULL TIME/PART TIME/CORRESPONDENCE)	DURATION OF THE COURSE	SUBJECTS/SPECIALIZATION	CLASS / DIVISION	AGGREGATE %AGE OF MARKS	MONTH & YEAR OF PASSING
1	2	3	4	5	6	7	8

17.	DETAILS OF TRAINING UNDERGONE IN THE LAST 05 YEARS (USE SEPARATE SHEETS, IF REQUIRED)		
NAME OF PROGRAM	INSTITUTE/ ORGANIZATION	DURATION OF TRAINING	
		FROM (DD/MM/YYYY)	TO (DD/MM/YYYYYY)
1	2	3	4

18.	<b>PROFESSIONAL EXPERIENCE (USE SEPARATE SHEETS, IF REQUIRED)</b> (IN CHRONOLOGICAL ORDER, FROM THE FIRST TO THE PRESENT JOB)								
SL. NO.	DESIGNATION	ORGANIZATION	CENTRAL GOVT. / PSU / PVT.	WHETHER EMPLOYED ON PERMANENT/ PART TIME/ CONTRACT BASIS ? PLEASE SPECIFY	DATE (DD/MM/YYYY)		PAY SCALE	GROSS PAY	REASON FOR LEAVING
					FROM	TO			
1	2	3	4	5	6	7	8	9	10

19. Detailed Picture of the Position currently held by you.  
(To be typed in about 100 words on a separate sheet and enclose to the application with your name legibly written on the top of the paper).
20. No. of years of Post Qualification Experience you possess (in completed years): \_\_\_\_\_
21. Present Scale of Pay: \_\_\_\_\_  
Basic Pay \_\_\_\_\_ DA \_\_\_\_\_ Gross Pay \_\_\_\_\_
22. Date of Seniority (From Date in Present Grade/Post): \_\_\_\_\_
23. Pay Expected: \_\_\_\_\_
24. If selected, how soon can you join? \_\_\_\_\_
25. Pen picture of professional experience, achievements and significant contribution in the field. (To be typed in about 100 words on a separate sheet and enclosed to the application with your name legibly written on the top of the paper).

26. Details of Application fee paid:

NAME OF THE BANK	BRANCH CODE	D D NUMBER	DATE	AMOUNT

*I hereby declare that the above statements are true and complete to the best of my knowledge and belief. I understand that in the event the information is found to be false or incorrect, my candidature/appointment may be considered as terminated without any notice.*

**Signature of the Candidate**

**Place:**

**Date:**

Note: The candidate is required to fill up all the columns. Application will be rejected if any column is left blank, not filled or incomplete. No correspondence will be entertained.

The candidate should not attach any documents with the application other than specified in the Advertisement.

-x)0(x-

**DISABILITY CERTIFICATE**

Certificate No.:

Date:

***Examinee's  
photograph***

This is to certify that we have carefully examined Shri./Smt./Kum \_\_\_\_\_

Son/ Daughter /Wife of Shri. \_\_\_\_\_ Age \_\_\_\_\_

Registration No. \_\_\_\_\_ Permanent resident \_\_\_\_\_

Ward/Village/Street \_\_\_\_\_ Post Office \_\_\_\_\_ District \_\_\_\_\_

State \_\_\_\_\_ whose photograph is affixed above, and are satisfied that:

A) He/She is a case of \_\_\_\_\_ Disability.

His/Her extent permanent physical impairment/disability has been evaluated as per guidelines (to be specified) for the disabilities ticked below and shown against the relevant disability in the table below:

Sl No.	Disability	Affected part of Body	Diagnosis	Permanent Physical Impairment/ mental disability (in %)
1.	Locomotors Disability	@		
2.	Low vision	#		
3.	Blindness	Both eyes		
4.	Hearing impairment	£		
5.	Mental retardation	X		
6.	Metal- illness	X		

B) In the light of the above, his/ her overall permanent physical impairment as per guidelines (to be specified), is as follows

In figures: \_\_\_\_\_ Percent

In words: \_\_\_\_\_ Percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of Disability is

(i) Not Necessary, Or

(ii) Is recommended/after \_\_\_\_\_ years \_\_\_\_\_ months and therefore this certificate shall be valid till \_\_\_\_\_ years.

@ e.g. Left/Right/Both arms/Legs

# e.g. Single eye/Both eyes

£ e.g. Left/Right/Both ears

4. The applicant has submitted the following documents as proof of residence:

Nature of Document	Date of Issue	Details of Authority issuing Certificate

Name & Seal of Member

Name & Seal of Member

Name & Seal of the Chairperson

## Appendix-A

### **FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATES BELONGING TO SCHEDULED CASTE/SCHEDULED TRIBE**

This is to certify that Shri/Shrimathi\*/Kumari\* \_\_\_\_\_  
Son/daughter\* of \_\_\_\_\_ Of \_\_\_\_\_ village/town\*  
\_\_\_\_\_ in District/Division\* \_\_\_\_\_ the State/Union Territory\*  
belongs to the \_\_\_\_\_ Caste/Tribe which is recognized as a Scheduled  
Caste/Scheduled Tribe\* under: -

- \*The Constitution (Scheduled Castes) order 1950
- \*The Constitution (Scheduled Tribes) order 1950
- \*The Constitution (Scheduled Castes) (Union Territories) order 1950
- \*The Constitution (Scheduled Tribes) (Union Territories) order 1951

{ As amended by the Scheduled Castes and Scheduled Tribes lists (Modification Order , 1956, the Bombay Reorganization act, 1960, the Punjab Reorganization Act, 1966, the state of Himachal Pradesh Act 1970, the North-Eastern areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment) Act 1976 }

- \*The Constitution (Jammu and Kashmir) Scheduled Castes order 1956
- \*The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order 1959 as amended by the Scheduled Castes and Scheduled Tribes orders (Amendment) Act 1976;
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962
- \*The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order 1962
- \*The Constitution (Pondicherry) Scheduled Castes order 1964
- \*The Constitution (Scheduled Tribes) (Uttar Pradesh) order 1967
- \*The Constitution (Goa, Daman and Diu) Scheduled Castes order 1968
- \*The Constitution (Goa, Daman and Diu) Scheduled Tribes order 1968
- \*The Constitution (Nagaland) Scheduled Tribes order 1970
- \*The Constitution (Sikkim) Scheduled Castes order 1978

2. Shri / Shrimathi/ Kumari\* \_\_\_\_\_ and/or \* his/her\* family  
ordinarily reside(s) in village/town\* \_\_\_\_\_ of \_\_\_\_\_  
District / Division\* of the state/Union Territory\* of \_\_\_\_\_.

Signature: \_\_\_\_\_

Designation: \_\_\_\_\_

(With seal of office)

Place \_\_\_\_\_

State/Union Territory

Date \_\_\_\_\_

\*Please delete the words, which are not applicable

Note : The term "Ordinarily resides" used here will have the same meaning as in section 20 of the Representation of the People Act 1950.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES  
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri / Smt / Kumari \_\_\_\_\_, son / daughter of \_\_\_\_\_, of Village / Town \_\_\_\_\_ in District / Division \_\_\_\_\_ Community which is recognized as a Backward Class under the Government of

India, Ministry of Welfare, Resolution No. 12011/68/93-BCC (C), dated 10<sup>th</sup> September, 1993, Published in the Gazette of India, Extraordinary, Part-I. Selection I, dated the 13<sup>th</sup> September, 1993\*. Shri / Smt / Kumari \_\_\_\_\_ and / or his/her family ordinarily reside(s) in the \_\_\_\_\_ District / Division of the belong to the persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the Government of India. Department of Personnel and Training. O.M No 36012/22/93- Estt. (SCT), dated 8-9-1993\*.

**District Magistrate,  
Deputy Commissioner, etc**

Dated:

SEAL

\* as amended from time to time

NOTE: The term 'Ordinarily' used here will have the same meaning as in Section 20 of the Representation of the people's Act, 1950.