

Hindustan Copper Limited
(A Govt. of India Enterprise)
1, Ashutosh Chowdhury Avenue
Kolkata – 700019

Requires Experienced Executives in

Mining, Mechanical Engg., Electrical Engg., Human Resource and Legal

1. Hindustan Copper Limited (HCL) is a vertically integrated, multi-Unit, Schedule-A Miniratna Public Sector Enterprise which owns all the Copper Mines in the country with a gross turnover of Rs.1257.58 Cr (2010-11). The Company's production Units are located in picturesque surroundings in the States of Jharkhand, Madhya Pradesh, Rajasthan and Maharashtra with Corporate Office at Kolkata. The Units have well-developed Townships with modern facilities. The Company, with employee strength of around 5000, is on the fasttrack of growth and expansion. Its approach is 'People-Centric' and provides for elaborate HR processes including well defined policies to cater to employees' growth and aspirations. To partner its growth process the Company invites application from qualified and experienced Indian Nationals for the following posts.

Sl. No.	Name of the Post	Scale of Pay (Grade)	No. of Posts	Age Limit	Qualification
1.	General Manager/ (Mining)	Rs.51300-73000/-(E-8)/	2	54 Yrs./	Degree in Mining or equivalent with 1 st Class Mines Managers Certificate of Competency under Metalliferrous Mines Regulations, 1961
	Dy.General Manager (Mining)	Rs.19500-25350/-* (E-7)		50 Yrs.	
2.	Chief Manager (Mining)	Rs.36600-62000/-(E-5)	1	45 Yrs.	Degree in Mining or equivalent with 1 st Class Mines Managers Certificate of Competency under Metalliferrous Mines Regulations, 1961
3.	General Manager/ (Elect. or Mech.)	Rs.51300-73000/-(E-8)/	1	52 Yrs./	Degree in Electrical Engineering / Telecommunication/Mechanical Engineering or equivalent respectively
	Dy.General Manager (Elect. or Mech.)	Rs.19500-25350/-* (E-7)		50 Yrs.	
4.	General Manager/ (O&M)- Smelter	Rs.51300-73000/-(E-8)/	1	52 Yrs./	Degree in Engineering (Electrical / Mechanical / Metallurgy) or equivalent.
	Dy. General Manager (O&M)- Smelter	Rs.19500-25350/-* (E-7)		50 Yrs.	
5.	Assistant General Manager (Human Resource)	Rs.43200-66000/-(E-6)	1	45 Yrs.	Degree in Arts/Science/Commerce/ Engineering with Post Graduate Degree / Diploma in Personnel Management or MBA with specialisation in Personnel Management. Degree in Law preferable. .
6.	Chief Manager (Legal)	Rs.36600-62000/-(E-5)	2	45 Yrs.	Degree in Arts/Science/Commerce/ Engineering with Degree in Law.

*Pre-revised (1997) Pay Scale. Under revision w.e.f. 01/01/2007. Provisionally: Rs. 51300-73000.

2. Experience:

The minimum post-qualification experience required shall be as under.

Name of the Post	Experience Required
General Manager (Mining)	23 Years with minimum 5 years as overall in-charge of a Mining Project and 2 years in the next below scale of pay of Rs.19500-25350/-(1997 Pay Scale). Candidates presently in revised (2007) Pay Scale to indicate their pre-revised (1997) Pay Scale also.
Dy.General Manager (Mining)	20 Years with minimum 5 years as overall in-charge of a Mining Project and 2 years in the next below scale of pay of Rs.43200-66000/-(2007 Pay Scale).
Chief Manager (Mining)	14 Years with minimum 5 years as Head of Production and Planning in a Mining Project and 2 Years in the next below scale of pay of Rs. 29100-54500/-(2007 Pay Scale).

In addition, candidates should have sound knowledge of all aspects of Mine Planning, Execution and Independent Project Handling.

Name of the Post	Experience Required
General Manager (Electrical or Mechanical)	23 Years with minimum 5 years as overall in-charge of Electrical or Mechanical Maintenance respectively in a Mining Project and 2 years in the next below scale of pay of Rs.19500-25350/-(1997 Pay Scale). Candidates presently in revised (2007) Pay Scale to indicate their pre-revised (1997) Pay Scale also. Having knowledge of latest maintenance practices/techniques. Experience of working in ERP environment preferred.
Dy. General Manager (Electrical or Mechanical)	20 Years with minimum 5 years as overall in-charge of Electrical or Mechanical Maintenance respectively in a Mining Project and 2 years in the next below scale of pay of Rs.43200-66000/-(2007 Pay Scale). Having knowledge of latest maintenance practices/techniques. Experience of working in ERP environment preferred.

In addition, candidates should have sound knowledge of all aspects of Mining Project and Independent Project Handling.

Name of the Post	Experience Required
General Manager (O&M)-Smelter	23 Years with minimum 5 years as overall in-charge in both Operation and Maintenance of Smelter/Refinery in a Mining Project and 2 years in the next below scale of pay of Rs.19500-25350/-(1997 Pay Scale). Candidates presently in revised (2007) Pay Scale to indicate their pre-revised (1997) Pay Scale also. Having knowledge of latest operation and maintenance practices/techniques of Smelting/Refining. Experience of working in ERP environment preferred.
Dy. General Manager (O&M)-Smelter	20 Years with minimum 5 years as overall in-charge in both Operation and Maintenance of Smelter/Refinery in a Mining Project and 2 years in the next below scale of pay of Rs.43200-66000/-(2007 Pay Scale). Having knowledge of latest operation and maintenance practices/techniques of Smelting/Refining. Experience of working in ERP environment preferred.

Name of the Post	Experience Required
Assistant General Manager (HR)	17 Years with minimum 5 years as overall in-charge of Human Resource Department and 2 years in the next below scale of pay of Rs.36600-62000/-(2007 Pay Scale). Experience of working in ERP environment preferred.
Chief Manager (Legal)	14 Years with minimum 5 years of experience in independently handling legal department and 2 Years in the next below scale of pay of Rs. 29100-54500(2007 Pay Scale). Should have sound knowledge and dealing with legal matters. Experience of working in ERP environment preferred.

Candidates from Private Sector

In addition to the minimum post-qualification experience, etc. detailed above, the applicants presently working in Private Sector industries should be drawing CTC comparable to the next below grade of HCL (Refer 'Experience Required' column in Para 2 and 'CTC' details in Para 4) of the respective post applied. They should indicate their organization structure depicting their position along with brief details of their role and responsibilities in the current assignment.

3. CTC: The Cost to Company for the various Grades shall be as under at the minimum and maximum of the respective Scale of Pay.

Sl. No.	Name of the Post	Grade	Scale of Pay (Rs.)	Area of Work	CTC [Rs.(Lacs)]	
					Min	Max
1.	General Manager	E-8	51300-73000	Mining	17.1	23.9
				Non-Mining	16.4	23.0
2.	Dy. General Manager	E-7	19500-25350*	Mining	17.1	23.9
				Non-Mining	16.4	23.0
3.	Asstt. General Manager	E-6	43200-66000	Non-Mining	13.5	20.5
4.	Chief Manager	E-5	36600-62000	Mining	12.5	19.0
				Non-Mining	12.0	18.5

*Pre-revised (1997) Pay Scale. Under revision w.e.f. 01/01/2007. Provisionally: Rs. 51300-73000.

4. Other Benefits: Besides Basic Pay, selected candidates shall be entitled to IDA, HRA / Company's accommodation, Perks and Allowances, Contributory PF, Gratuity, etc. as well as Medical benefits for self and dependants as per rules of the Company.

5. Reservation: Reservation of posts for candidates belonging to SC/ST/OBC communities and Ex-Servicemen / Persons with Disabilities (PWD) shall be as per Government directives. The candidates claiming reservation benefits shall be required to submit along with their application an attested copy of relevant Caste/ Disability Certificate in the format prescribed by the Government of India issued by the Competent Authority and present the original Certificate at the time of interview.

6. Age Relaxation: The relaxation in age for candidates belonging to SC / ST communities shall be 5 years and for those belonging to OBC (Non-creamy layer) 3 years. Further age relaxation of additional 5 years shall be admissible to Person with Disabilities (PWD) subject to production of relevant Disability Certificate from the prescribed authority. The age relaxation for Ex-servicemen shall be as per rules applicable. However, an Ex-Serviceman who has once joined Government job on the civil side after availing the benefits given to him as an Ex-serviceman for his reemployment, the Ex-serviceman status for the purpose of reemployment in Government ceases.

7. General

- i) The age and experience shall be reckoned as on **01-February-2012**.
- ii) Self attested photocopies of the following documents should be attached with the application and the original certificates shall be required to be presented at the time of Interview.
 - a. Matriculation / Secondary Certificate as proof of Date of Birth.
 - b. Mark sheet / Certificate in support of qualification and experience.
 - c. Caste Certificate in format prescribed by the Govt. of India, if applicable.
 - d. Disability Certificates issued by Competent Authority if seeking age relaxation.
- iii) In case of variation in name / surname / name spelling mentioned in the application with that in the certificates pertaining to education / professional qualification / Caste etc., the applicant shall be required to submit a certificate from SDM or equivalent to this effect failing which the candidature shall be liable to be cancelled.
- iv) Candidates called for interview shall be reimbursed to and fro fare by shortest route as per rules from their address of correspondence within India to the place of interview on submission of proof of journey. Eligibility for such reimbursement shall be limited to Apex Air Fare / AC 1st Class (1A) fare by Rail for the post of General Manager (E-8)/Dy. General Manager (E-7) and Rail fare First Class or AC 2-Tier Sleeper (2A) for other posts which shall, however, be subject to actual. Bus fare for road journey from / to places not connected by Rail shall be admissible subject to production of ticket.

- v) HCL reserves the right to fill the posts or alter the number of posts or cancel the process of recruitment in full or part without assigning any reason therefor.
- vi) Depending upon the qualification, experience, present position and performance in interview, a higher starting pay may be considered. In deserving and exceptional cases Age / Qualification / Experience may be relaxed by the Management.
- vii) Selected candidate shall be liable to serve in any of the Company's Units.
- viii) Other factors remaining the same, preference shall be given to candidates with experience in Metal Mining Industry.
- ix) HCL is an Equal Opportunity Employer.

8. Application:

i) **Application Fee**

- a. Application must be accompanied with a non-refundable Account Payee Demand Draft of **Rs. 250/-** (Rupees Two Hundred and Fifty Only) drawn on any Scheduled Bank in favour of **Hindustan Copper Limited** and payable at **Kolkata** with a validity period of six (6) months.
 - b. DD issued either on a date prior to the date of advertisement or payable at a location other than Kolkata, shall not be accepted.
 - c. SC / ST / PWD / Female candidates are exempted from payment of application fee.
- ii) Candidates employed in Government / Semi-Government / Public Sector Undertaking are required to submit their application through Proper Channel or produce a **No Objection Certificate** from their employer at the time of Interview, failing which they shall not be interviewed and no claim for reimbursement of travel expenses shall be entertained.
- iii) Closing date for receipt of completed application shall be **16 March 2012**
The envelope containing the application in prescribed format along with enclosure should be superscribed **Application for the Post of (_____)** and sent by post (not email) to:
- CHIEF MANAGER (HR),
HINDUSTAN COPPER LTD.,
TAMRA BHAVAN,
1, ASHUTOSH CHOWDHURY AVENUE,
KOLKATA – 700 019.**
- iv) HCL shall not be liable for any delay or loss in postal transit for any reasons whatsoever.

9. **For Internal Candidates** i.e Employee of Hindustan Copper Limited, the following shall apply:

- (i) There shall be no age limit.
- (ii) They shall be exempted from the payment of Application Fee.
- (iii) They should submit their application along with required documents through proper channel which shall be forwarded from the Units to The Chief Manager (HR), Hindustan Copper Limited, Kolkata along with status of vigilance clearance and disciplinary action.

10. The Management reserves the right to shortlist candidates depending upon the number of vacancies and application received, etc., and also to decide the modalities for recruitment whether through Interview or Written Test or both and the venue/schedule thereof.

11. **Any amendment / corrigendum shall be hoisted only on the Company's website (www.hindustancopper.com). Candidates may regularly check for updates.**

Application Blank
(For Executive Positions in HCL)

Advertisement Ref No. HCL/CO/HR/12/1

Please fill in BLOCK LETTERS. Incomplete applications shall be rejected.

To
Chief Manager (HR),
Hindustan Copper Limited,
Tamra Bhavan,
1, Ashutosh Chowdhury Avenue,
Kolkata - 700019.

Please paste (not pin) a
recent passport size
colored photograph

Enter your Name (Sign
Across)

Name of the Post Applied For :

Discipline :

1. Name:

2. Date of Birth (dd/mm/yyyy)

3. Father's Name:

4. Correspondence Address:

_____ PIN_

5. Mobile: _____ Landline Telephone:

6. Sex: _____

7. Email: _____

8. Domicile State:

9. Category (please tick [V] the appropriate category): SC ST OBC UR

10. PWD (40% or more disability): Yes , No (If Yes, indicate the %age of disability: ())

11. Marital Status: _____

12. Academic / Professional Qualification (From Matriculation):

Examination Passed	Board / Univ. / Institute	Year of Passing	Duration of Course	Div. / Grade	Marks obtained (%)

13. Experience: (Recent first)

Name of Organization*	Position Held	Period		Scale of Pay/ Grade	Reasons for leaving
		From	To		

* Please specify whether Govt. or otherwise

14. Publications / Awards / Scholarship / any other relevant details:

Undertaking:

I, hereby, certify that the information provided above is true to the best of my knowledge and in case it is found to be false or incorrect or suppressed, I shall be liable to be terminated from the services of Hindustan Copper Limited forthwith without prejudice to any legal / disciplinary action as deemed fit by the Management. I have gone through the full text of the advertisement and agree to all the conditions detailed therein.

Place:

(Signature of candidate)

Date:

Enclosures:

1. _____
2. _____
3. _____

NB: Please use separate sheet if space is inadequate for filling SI No 12 & 13. The format must be same. Please sign on each page of the application form.

WINDOW ADVERTISEMENT

Hindustan Copper Limited
Requires
Professionals in Executive Positions

Hindustan Copper Limited (HCL), a vertically integrated Multi-unit Schedule 'A' Miniratna PSU, engaged in mining and production of Copper, invites applications in prescribed format from Indian Nationals in the field of Mining, Mechanical Engineering, Electrical Engineering, Human Resource and Legal fulfilling qualification and experience requirements as specified against each post in the full advertisement which shall appear in the Employment News dated **25/02/2012** .and is available on the Company's website (www.hindustancopper.com). The vacancies are ranging from Chief Manager (E-5) to General Manager (E-8) in the 2007 IDA Pay Scale. **Closing Date 16/03/2012.**