

## SPECIAL RECRUITMENT DRIVE FOR SCHEDULED CASTE (SC) /SCHEDULED TRIBE (ST) / OTHER BACKWARD CLASSES – NON CREAMY LAYER (OBC-NCL)

Advf. No. HAL/HR/36(89)/SRD -SCSTOBC/I/2016

Hindustan Aeronautics Limited (HAL), a Navratna Central Public Sector Undertaking, is a premier Aeronautical Industry of South East Asia, with co-located R&D Centres spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero Marine Gas Turbines, Accessories, Avionics & Systems and structural components for Satellites & Launch Vehicles.

HAL invites applications for its current vacancies / posts at various Divisions of HAL at Bangalore, Kanpur, Korwa (Uttar Pradesh) & Koraput (Odisha) under Special Recruitment Drive for Scheduled Caste (SC) /Scheduled Tribe (ST) / Other Backward Classes – Non Creamy Layer (OBC-NCL). Candidates coming under OBC Category (Creamy Layer) are not eligible to apply.

### I. DETAILS OF VACANCIES:

Candidates are required to refer Annexure – I to view the Job Description of the posts indicated below.

#### A. TECHNICAL DISCIPLINES

Sl. No.	Name of the Post	Grade	Place of Posting	No. Of Posts		
				SC	ST	OBC-NCL
1	Manager (Manufacturing Shop)	IV	Bangalore	-	1	2
2	Manager (IMM/ Stores)	IV	Bangalore	-	1	2
3	Manager (Tooling)	IV	Bangalore	-	-	1
4	Deputy Manager (Production Engg.)	III	Koraput	1	-	-
5	Engineer (Quality / Customer Service)	II	Bangalore	2	1	2
6	Engineer (Design) (Mechanical)	II	Bangalore	-	1	-
7	Asst. Engineer (Mechanical)	I	Kanpur	-	1	2

#### B. FINANCE DISCIPLINE

Sl. No.	Name of the Post	Grade	Place of Posting	No. Of Posts		
				SC	ST	OBC-NCL
8	Finance Officer	II	Bangalore	1	1	1
	Finance Officer	II	Kanpur	-	-	2

#### C. OFFICIAL LANGUAGE DISCIPLINE

Sl. No.	Name of the Post	Grade	Place of Posting	No. Of Posts		
				SC	ST	OBC-NCL
9	Asst. Hindi Officer	I	Bangalore	-	-	1

#### D. FIRE DISCIPLINE

Sl. No.	Name of the Post	Grade	Place of Posting	No. Of Posts		
				SC	ST	OBC-NCL
10	Fire Officer	II	Korwa	1	-	-

#### E. MEDICAL DISCIPLINE

Sl. No.	Name of the Post	Grade	Place of Posting	No. Of Posts		
				SC	ST	OBC-NCL
11	Senior Medical Officer (General Medicine)	III	Koraput	1	-	-
12	Senior Medical Officer (Medicine)	III	Bangalore	-	-	1
13	Senior Medical Officer (Medicine)	III	Korwa	-	-	1
14	Medical Officer (General Duty)	II	Koraput	1	1	-

- Candidates are required to apply for a post which is best suited to the qualification & post professional qualification experience possessed by them, as contained in the Job Description at Annexure -I. In case of candidates applying for more than one post their candidature will be considered only for the lowest post among the posts applied by him;

### II. QUALIFICATION REQUIREMENT

**Candidates are required to refer the Job Description for the details of Professional Qualification required for the respective posts.**

- All qualifications should be from Indian Universities / Institutes recognized by appropriate statutory authorities in the country. Candidates possessing the qualifying Degrees through Full-Time courses will only be considered. Candidates possessing Part Time / Correspondence / Distance Education / Evening Courses are not eligible to apply;
- 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 of Document Verification;

### III. POST PROFESSIONAL QUALIFICATION EXPERIENCE (PPQE):

The requirement of PPQE is as follows:

#### A. TECHNICAL DISCIPLINES

Sl. No.	Name of the Post	Grade	No. of yrs of PPQE	Experience required to be possessed in next below Grade or in equivalent post * (completed years)
1	Manager (Manufacturing Shop)	IV	6	3
2	Manager (IMM/ Stores)	IV		
3	Manager (Tooling)	IV		
4	Deputy Manager (Production Engg.)	III	3	3
5	Engineer (Quality)/ Engineer (Customer Service)	II	2	2
6	Engineer (Design) (Mechanical)	II		
7	Asst. Engineer (Mechanical)	I	No Experience required.	

**B. FINANCE DISCIPLINE**

Sl. No.	Name of the Post	Grade	No. of years of PPQE	Experience required to be possessed in next below Grade or in equivalent post * (completed years)
1	Finance Officer	II	3	1

**C. OFFICIAL LANGUAGE DISCIPLINE**

Sl. No.	Name of the Post	Grade	No. of years of PPQE	Experience required to be possessed in next below Grade or in equivalent post * (completed years)
1	Asst. Hindi Officer	I		No Experience required.

**D. FIRE DISCIPLINE**

Sl. No.	Name of the Post	Grade	No. of years of PPQE	Experience required to be possessed in next below Grade or in equivalent post * (completed years)
1	Fire Officer	II	3	3

**E. MEDICAL DISCIPLINE**

Sl. No.	Name of the Post	No. of Years of PPQE			Experience required to be possessed in next below Grade or in equivalent post * (completed years)		
		MBBS	MBBS + PG Diploma	MBBS + PG Degree	MBBS	MBBS+ PG Diploma	MBBS + PG Degree
1	Senior Medical Officer (Gr - III)	2	1	Nil	2	1	Nil
2	Medical Officer (Gr-II)	1	Nil	Nil	1	Nil	Nil

\* Applicable to candidates working in Central / State Government Departments / Public Sector Enterprises, etc. (as on 15.3.16)

- In case of candidates possessing the qualification of Full Time Degree in Engineering / Technology plus Full Time Post Graduate Degree in Engineering / Technology in the relevant discipline, the period of experience will be reduced by the prescribed period of the Post Graduate Engineering Course, subject to a maximum of two years;
- Experience gained after acquiring the requisite Professional Qualification will only be reckoned for purpose of calculation of Post Professional Qualification Experience

(PPQE). Experience prior to acquiring the requisite Professional Qualification Degree will not be reckoned for calculation of PPQE;

- Any Full Time additional degree acquired during the period of experience post acquiring Professional Qualification will not be reckoned as experience and the duration of course will be deducted from the total PPQE possessed;
- Applicants having work experience in Private Sector Organizations are required to submit an experience certificate in the letter head of the Company. The letter head of the Company should have details of the Company.

#### IV. SCALE OF PAY & REMUNERATION:

Sl. No.	Grade	Scale of Pay	Percentage of Perks & Allowances in running Basic Pay under Cafeteria System
1	I	Rs. 12600 - 32500	44%
2	II	Rs. 16400 - 40500	
3	III	Rs. 20600 - 46500	
4	IV	Rs. 24900 - 50500	

On selection, candidates will be appointed in the Scale of Pay as indicated above. Besides Basic Pay, candidates will be eligible for Variable Dearness Allowance, Company Accommodation / House Rent Allowance, Provident Fund, Gratuity & Performance Related Pay (PRP), etc. Candidates in the Medical Discipline will be eligible to draw Non Practicing Allowance (NPA) as per the Rules of the Company. Candidates will also be eligible for Perquisites and Allowances under the Cafeteria System as indicated above.

#### V. UPPER AGE LIMIT AND RELAXATION:

Sl. No.	Grade	Upper Age Limit (in years) as on 15.03.16		
		SC	ST	OBC (non Creamy Layer)
1	I	40	40	38
2	II	40	40	38
3	III	50	50	48
4	IV	50	50	48

- In respect of Persons with Disabilities (PWDs), Upper Age Limit is relaxable by 10 years, which will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC-NCL.
- Upper age limit is relaxable by 5 years in respect of the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989.
- Relaxation in age limit in respect of Ex-servicemen & Serving Officers will be extended as per rules.

- Upper Age limit with all relaxations shall not exceed 55 years (56 Years in case of PWD Candidates).
- Candidates are required to submit the Original Caste Certificate / Disability Certificate (mandatorily) issued by the Competent Authority in the prescribed format at the time of Document Verification;
- For getting the reservation benefits under OBC-NCL category, the followings are required to be adhered:
  - The name of caste and community of the candidate must appear in the “*Central list of Other Backward Classes*” &
  - The candidate needs to furnish an OBC-NCL certificate as per the format prescribed by the Government of India (*not older than six months as on 15.03.16*), from the Competent Authority, at the time of Document Verification, failing which the candidate will not be permitted to appear for the Interview (i.e. for Grades – II to IV);
  - Issuance of Provisional Offer of Appointment to shortlisted candidates in the Written Test for the posts in Grade – I is subject to furnishing of OBC-NCL certificate as per the format prescribed by the Government of India (**not older than six months as on 15.03.16**), from the Competent Authority, at the time of Document Verification.

## VI. SELECTION PROCEDURE & PLACEMENT:

- **Posts in Grades – II, III & IV:** Candidates will be shortlisted and called for Interview in the ratio of 1:10, as per the Rules of the Company;
- **Posts in Grade – I:** Candidates meeting the eligibility criteria will be called for appearing in the Written Test. Selection of the shortlisted candidates will be based only on the Marks secured in the Written Test in order of Merit. Further, selection is subject to Document Verification in terms of Education Qualification, Marks Secured, Caste/ Tribe/ Community Certificate etc.
- Candidates provisionally selected by HAL will have to undergo a pre-employment Medical Exam before joining HAL. Applicants should have sound health and should meet the medical standards prescribed by the Company. Appointment of selected candidates is subject to receipt of satisfactory medical report from the Company's Doctor as per the Medical Standards of the Company. No relaxation in health standards will be allowed. **Click here** for viewing the Pre Employment Medical Standards, prescribed by HAL;
- Appointment of selected candidates is subject to verification of Caste, Character & Antecedents from the concerned Authorities, as per the rules of the Company;
- Selected candidates can be posted to any Division / R&D Center / Office of the Company the candidates will not be allowed to seek / apply for transfer to any other Division / R&D Center /Office / Location of the Company for initial three years of service.

## VII. MODE OF PAYMENT & APPLICATION FEE:

- Rs. 500/- (Rupees Five Hundred only) towards Application Fee and Rs. 50/- as Bank charges (total of Rs. 550/-), which is non-refundable is to be paid by candidates belonging to OBC-NCL Category. The same is exempted in the case of SC / ST/ PWD candidates;
- Application fee is to be deposited in the "Hindustan Aeronautics Limited – Recruitment Account" bearing number **30969511830** at any of the core banking branches of State Bank of India in the prescribed Challan (Annexure II) and a Journal Number be obtained. HAL will not be responsible in case of a candidate depositing the Application Fee in the wrong account. No other form of payment is accepted;
- Candidates are required to pay commission charges of Rs. 50/- per Challan for depositing fee at other than SBI, Industrial Finance Branch, Residency Road, Bangalore-560025;
- Candidates are required to provide details of the Application Fee paid in the Application Form;
- Application fee can be deposited till the last date for receipt of application (i.e. **15.03.16**).
- Application Fee once deposited into Company's account will not be refunded under any circumstances, even if the candidate is unable to forward the application or due to being ineligible at the time of applying or rejection of application due to postal delay/loss. Therefore, before depositing the application fee, candidates should ensure that they meet all the eligibility criteria;
- Candidates should forward original counterfoil of the Challan (HAL copy) along with the Application Form. Photo copy of the challan will not be accepted.
- The candidate should retain original counterfoil of the Challan (Candidate's copy) for future reference.

## VIII. HOW TO APPLY?

- Eligible and interested candidates are required to download the Application Format hosted on the HAL Website along with this detailed Web Advertisement;
- Candidates meeting the above specifications may send their applications strictly in the prescribed Application Format printed on **A-4 size** paper (neatly typed/ handwritten), along with a **self-attested recent Passport Size Photograph** to the following address:

**Senior Manager (HR)**  
**Hindustan Aeronautics Limited**  
**Corporate Office, 15/1 Cubbon Road**  
**Bangalore – 560 001**

- If the information/ Certificates furnished by the candidate in any part/ stage 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.

- Application form **should accompany original counterfoil of Challan (HAL Copy)** for having paid the Application fee (exempted for SC/ST & PWD candidates). The candidate should retain original counterfoil of the Challan (Candidate's copy) for future reference;
- The **last date for receipt of applications** is **15<sup>th</sup> March 2016**. Applications received after the due date will not be considered .**No application will be received in person on the address mentioned above.**
- The Applications have to be sent only through Ordinary Post / Speed Post / Registered Post / Courier. Applications received through other modes viz. Fax/ E-mail etc. will not be accepted and will be summarily rejected.
- HAL will not take any responsibility for any delay in receiving the Application Forms or Loss in transit.
- Candidates are requested to compulsorily super scribe the envelope with the Name of the post they are applying to (i.e. "**Application for the Post of .....**").

## **IX. GENERAL CONDITIONS:**

- Only Indian Nationals are eligible to apply;
- Mere submission of application will not entail 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 assigning any reason whatsoever. The number of vacancies can be modified as per management's discretion;
- Candidates should clearly mention all the details sought in the Application Blank. In case of no clarity/ discrepancy in the information provided, application will be summarily rejected. The Application Fee paid (in respect of candidates belonging to OBC-NCL Category) will not be refunded. No communication will be sent to the candidates;
- If the information furnished by the candidate in any part 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 and the Application Fee paid will not be refunded;
- Candidates employed in Central / State Government Departments / Public Sector Enterprises, etc. (including candidates engaged on Contract basis from Central / State Government Departments / Public Sector Enterprises) should produce **No Objection Certificate (NOC)** at the time of Interview from their employer failing which they will not be permitted to appear for the interview, and will not be eligible for payment of Travelling Allowance;
- **All correspondences to the candidates will be made via e – mail on the e – mail id provided by the candidate in the application blank. No other method of communication will be adopted.**

- These vacancies are identified to be filled up by external candidates only, through Direct Recruitment. Therefore, applications of internal candidates, if any, will not be considered;
- Appointment of selected candidates is subject to receipt of satisfactory Medical Reports from the HAL Hospital as per the standards prescribed by HAL as well as verification of Caste and Character & Antecedents from the concerned Authorities, as per the rules of the Company;
- Any sort of canvassing or influencing the Officials related to the recruitment / selection process would result in immediate disqualification of the candidate;
- Selected candidates can be posted to any Division / R&D Centers / Office of the Company. The candidates will not be allowed to seek / apply for transfer to any other Division / Location of the Company for initial three years of service.
- Court of jurisdiction for any dispute / cause will be at Bangalore.
- In case of any particular query is not covered above, the candidates can write to HAL at: [recruitment@hal-india.com](mailto:recruitment@hal-india.com). No other method of communication will be entertained.

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