

RECRUITMENT OF ENGINEER (CIVIL)

Hindustan Aeronautics Ltd (HAL), a Navratna Central Public Sector Undertaking, is a premier Aeronautical Industry of South East Asia, with 20 Production / Overhaul / Service Divisions and 10 co-located R&D Centres spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state-of-the-art technology, design, development, manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and structural components for Satellites & Launch Vehicles.

2. Applications are invited from eligible Persons in the prescribed proforma for the post of Engineer (Civil) in Executive cadre for Helicopter Division located in Bangalore (Karnataka).

3. DETAILS OF VACANCY:

	Post Name	ENGINEER (CIVIL) (Grade-II)
01	Advt.No	H/CMHR/RECTT./CIVIL/11/2017
	No. of Posts	Total 1 (Unreserved)
	Qualification	Degree in Engineering / Technology or its equivalent in Civil Engineering Discipline
	Experience required to be possessed in the next below Grade or in equivalent post (Completed years)	2 years.

Note: In case of candidates possessing the qualification of Degree in Engineering plus Post Graduate Degree in Engineering, the period of Experience will be reduced by the prescribed period of the Post Graduate Engineering Course, Subject to a maximum of two years. In other words, the candidate with ME / M.Tech in Civil Engineering may apply as fresher for the above post.

Out of the total post qualification experience as indicated above, the candidate should possess a minimum of 2 years experience in the next below Grade or in equivalent posts (Applicable to PSU's / Govt.)

The qualification of Degree in Engineering / Technology here would mean Regular / Full time Degree in Engineering / Technology acquired from recognized institutions / University board of Technical Education under the 10+2+4 system. The qualifications acquired through Part Time / Correspondence / Distance Education / E-Learning courses are not eligible to apply

4. OTHER DETAILS ABOUT THE VACANCY

Grade	II
Pay Scale	16400-40500 #
Max Age as on 10.05.2017	35 years
Place of Posting	Bangalore / Tumkur

Pay scales are due for revision with effect from 01.01.2017.

4.2 The candidates will be eligible for Basic Pay, Variable Dearness Allowance, Other Perks & Allowances, Company Accommodation / House Rent Allowance, Performance Related Pay, Leave, Medical Facilities, Provident Fund, Gratuity etc., as per company rules.

4.3 The place of posting will be Bangalore / Tumkur. However, the officer may be Appointed / Transferred/ to any other Divisions / Offices of HAL across the country on Management's discretion.

5. JOB SPECIFICATIONS / EXPERIENCE REQUIREMENTS

5.1 The candidate should have high degree of Professional Knowledge and proven competence in the areas as mentioned below.

5.2 Should have relevant experience in construction of industrial building / hangars and other civil projects.

5.3 Should have knowledge in planning of civil projects such as collecting ground data / information, design of building / hangar / industrial building, estimation, tendering procedure and supervision for timely completion as per the contract condition & norms.

5.4 Should be able to execute contracts / projects. The work includes day to day supervision, coordination with civil contracts agencies, maintenance of day today civil requirement of the Division etc.,

5.5 Should have thorough knowledge in the statutory requirements like Factories Act, Contract Labour (R&A) Act and related issues.

5.6 Should have sound conceptual and analytical abilities for ensuring effective decision making.

6 RELAXATIONS

6.1 Age, Qualification & Experience will be counted as on [10.05.2017](#). Relaxations / Concessions would be made as per Company Rules.

6.2 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

6.3 Persons with Disabilities suffering from blindness or low vision; hearing impairment; and /or locomotor disability or cerebral palsy, as the case may be, suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation for PWD.

6.4 The details of posts identified suitable for persons with Disabilities and Physical requirement are mentioned below:-

Post & Discipline	Physical Requirements	Categories of Disabled Suitable for Jobs
Engineer (Civil)	S, ST, W, BN, MF, RW, SE, C	OL , OA, HH

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

6.5 In respect of Persons with Disability (PWD), upper age Limit is relaxable by 10 years (Irrespective of the fact whether the post is reserved for PWD or not).

6.6 The above post is not reserved for PWD categories. However, the PWD candidates can apply for identified post against the categories of disability as mentioned above, if they meet with the eligibility criteria specified. The prescribed PWD Certificate is given at Appendix -C

6.7 Upper age limit with all relaxations shall not exceed 55 years, except for the candidates belonging to the PWD Category. For PWD Candidates, the upper Age limit with all relaxations shall not Exceed 56 years.

7. APPLICATION FEE:

7.1 Rs.500/- (Rupees Five Hundred Only) is to be paid as application fee. The application fee is non-refundable.

7.2 Candidates belonging to SC/ST/PWD are exempted from payment of application fees.

7.3 The above application fee is to be deposited in the name of "**HAL-Helicopter Division (Recruitment Account)**" bearing account number **36566499939** at any core banking branches of State Bank of India (SBI) only in the prescribed challan. No other form of payment is accepted. Prescribed bank challan format is available under downloads.

7.4 Candidates are required to pay applicable amount towards Bank commission (if any) for depositing fee at other than SBI, HAL Branch, Bangalore.

7.5 Candidates are required to provide the details of the application fees paid in the application form. If details are not provided, the application will be treated as incomplete and will not be accepted. Application fee can be deposited till the last date of submission of application. Candidates are required to write their particulars in the challan.

7.6 Application fee once deposited into the company's account will not be refunded under any circumstances, even if the candidate is unable to forward the application details or due to being ineligible at the time applying or rejection of application etc. Therefore, depositing the application fees, candidates are required to ensure that they meet all the eligibility criteria.

7.7 Candidates should forward original counter foil of the challan (HAL Copy) along with the application form. Photocopy / Xerox copy of the challan will not be accepted. In such case, the candidature will be rejected and the application fees will not be refunded.

7.8 The candidate has to retain the original counter foil of the challan (Candidates Copy) for future reference.

8. HOW TO APPLY:

8.1 The eligible and interested candidates are required to download the application form attached herewith. After downloading, the candidates are requested to fill the details/ columns without missing any information. In case there is no space to write about the work experience / training details / qualification details or any other, candidates may use additional A4 sheet papers and attach the same with application format while forwarding to us.

8.2 The last date to receive the application by HAL is 10.06.2017. The application should reach HAL Helicopter Division before the said date through Registered Post / Speed post / Courier only. Sending the application through email / fax will not be acceptable. Applications received after the due date will be summarily rejected.

8.3 HAL will not be responsible for any postal delay and will not consider any applications received beyond the due date whatsoever the reason.

8.4 Candidates are required to fill the application in **BOLD** letters legibly and should not leave any columns blank. If there are some columns that are not applicable to them, then they have to write as Not Applicable. Corrections in the application will not be entertained. Hence, before filling the details, candidates may ensure that they have all the details such as percentage of marks, proper dates / months and years of qualification / Experience etc.,.

8.5 Candidates should not round off the percentage of marks in the qualifications. The percentage has to be calculated in the following manner.

$$\frac{\text{Total Marks obtained in all semesters / years}}{\text{Maximum marks (Cumulative of all semesters / years)}} \times 100$$

8.6 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.

9. SELECTION PROCEDURE:

9.1 The selection of Engineer (Civil) will be done through personal Interview. Date / Time/ Venue of the interview will be intimated to the short-listed candidates through HAL Website.

9.2 For shortlisting for Interview to the Post of Engineer (Civil), the candidates possessing more relevant experience will be considered first. In case there are more candidates in this section, the candidates who secured more marks in the qualifying examinations (i.e. Qualification prescribed for the post- BE / B.Tech (Civil)) will be considered first. In case marks also same for many candidates, senior in age will be considered first. HAL Reserves the right to change this as per the requirement of the company.

9.3 HAL Reserves the right to call the candidate in any ratio for interview.

9.4 Candidates shortlisted for interview are required to bring the certificates / documents (Original and self 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.

9.5 Candidates appearing for interview will be reimbursed III Tier A/C (3A)/ Sleeper Class / II Class / Bus Fare by the shortest route on production of proof of travel (Original onward journey ticket and xerox copy of return journey ticket).

9.6 Candidates staying 30 miles (50km appx) away from the place of interview only will be reimbursed to and fro charges as mentioned above. If the candidate is unable to produce the proof of travel/ tickets, then the reimbursement will not be paid by HAL.

10. MEDICAL EXAMINATION:

10.1 Candidates provisionally selected will have to undergo a Pre-Employment Medical Examination at HAL Hospital before joining HAL. Applicants should meet the Medical Standards as prescribed by the Company (Concerned authority in respect of PWD candidates). 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.

11. OTHER BENEFITS AND TERMS & CONDITIONS:

1. Only Indian Nationals are eligible to apply
2. Candidates provisionally selected under this recruitment will be subject to verification of Caste and Character & Antecedents from the concerned Authorities, as per the Rules of the Company.
3. 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 within first 3 years.
4. Request for change of mailing Address, category, Discipline or any other information as declared in the application form will not be entertained once the application is received.
5. 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.
6. A candidate is requested to apply only for which he/ she is suited and fulfilling all the criteria mentioned for the post.
7. All qualifications should be from Indian Universities/ Institutes recognized by appropriate statutory Authorities in the Country.
8. Candidates employed in Central / State Government/ Public Sector Undertakings etc. should produce No Objection Certificate (NOC) at the time of appearing for the interview. Candidates who fail to produce the NOC will not be permitted to appear for interview and will not be eligible for payment of Travelling Allowance.

9. Experience possessed by candidates engaged on Contract Basis directly by PSU / 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 in line with the Terms & Conditions of contract engagement and Rules applicable for such contract engagement in the concerned Organisation.

10. 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.,

11. 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.

12. The contract experience possessed by candidates mentioned above will be considered as experience for the purpose of selection only if the experience is in Executive cadre of the concerned PSU / Central / State/ Private Organisations.

13. Once an employee avails himself/herself of voluntary retirement from a PSU, he/she shall not be allowed to take up employment in another PSU. If he/she desires to take up the employment, he/she shall have to return the VRS compensation received by him/her 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.

14. Mere submission of application will not automatically entail them to be called for Interview and Appointment in the company.

15. HAL reserves the right to cancel/ restrict/ enlarge/ modify/ alter the Advertisement / Recruitment process and / or the Selection Process thereunder, without issuing any further notice whatsoever. The number of vacancies can be modified as per discretion of the Management.

16. Persons with 40% or more relevant disability only are eligible to apply under PWD category. Candidates are required to produce Disability certificate issued by the Competent Authority at the time of document verification/Interview.

17. 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.

18. The present vacancy is identified to be filled up by external candidates only through Direct Recruitment. Therefore applications of internal candidates if any will not be considered.

19. The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of Selection, conduct of interview, Verification of Documents etc. will be final and binding on candidates.

20. Candidates should clearly mention all the details sought in the Application Format. In case of no clarity/ discrepancy in the information provided, Application will be summarily rejected. No communication will be sent to the candidates.

21. Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidate and the application will be outrightly rejected.

22. Any sort of canvassing or Influencing of the Officers related to Recruitment / Selection process would result in immediate disqualification of the candidates.

23. Court of jurisdiction for any dispute/ cause will be in Bangalore.

24. Last date for receipt of application is 10.06.2017

25. In case of any particular query is not covered above, the candidates may write to us at prabu.sa@hal-india.com Or call 080-22323744. No other method of Communication will be entertained.

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Note: The following certificates are to be produced by the candidate in original wherever applicable, issued by the Competent Authorities. This is for information that the above post is **not reserved** for any category. However, candidates belonging to category (SC/ST/OBC/PWD/XSM) may apply for the above post if they meet the eligibility criteria prescribed for General Candidates. However, the candidate need to produce the certificates in this format in case of selection.

**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 _____ in the State / Union Territory _____ belongs to the _____ Community which is recognized as a Backward Class under the Government of India, Ministry of Social Justice and Empowerment's Resolution No. dated, Shri / Smt. / Kumari _____ and / or his / her family ordinarily reside(s) in the _____ District / Division of the _____ State / Union Territory. This is also to certify that he/ she does not 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

* The authority issuing the certificate may have to mention the details of Resolution of Government of India, in which the caste of the candidate is mentioned as OBC.

** 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 people's Act, 1950.

DECLARATION TO BE FURNISHED BY CANDIDATES SEEKING RESERVATION AS OBC

The Chief Manager (HR)
HAL Helicopter Division
BANGALORE

Sub: Selection for the post of Engineer (Civil)

Respected Sir,

"I, _____ son / daughter of Shri
_____ resident of village / town / city -
_____ Dist _____ State
_____ hereby declare that I belong to the
_____ community which is recognised as Backward Class by
the Government of India for the purpose of reservation in services as per orders contained in
Department of Personnel & Training Office Memorandum No.36012/22/93-Estt.(SCT) dated
8.9.1993. It is also declared that I do not belong to Persons/ Sections (creamy layer) mentioned
in column 3 of the Schedule to the above-referred Office Memorandum dated 8.9.1993".

2. I further declare that I have been selected and offered the above said post provisionally
which is reserved for the persons belonging to OBC Non Creamy Layer category. I know that my
appointment to this post is provisional and is subject to the community certificate being verified
through the proper channels and if the verification reveals that my claim to belong to Other
Backward Class or not belong to Creamy Layer is false, my services will be terminated forthwith
without assigning any further reasons and without prejudice to such further action as may be taken
under the provisions of the Indian Penal Code for production of false caste certificate.

Thanking you,

Yours faithfully,

Signature of the candidate

**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* _____ of 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 (Uttar Pradesh) Scheduled Tribes 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)
State / Union Territory

Place _____
Date _____

* Please delete the words, which are not applicable

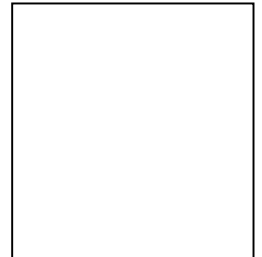
Note : The term " Ordinarily resides" used here will have the same meaning as in section 20 of the Representation of the People Act 1950.

DISABILITY CERTIFICATE

Certificate No. :

Date:

This is to certify that we have carefully examined Shri/Smt./Kum. _____
 _____ Son/Daughter/ Wife of
 Shri _____ 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 the Body	Diagnosis	Permanent Physical impairment / mental disability (in %)
1	Locomotors Disability	@		
2	Low Vision	#		
3	Blindness	Both Eyes		
4	Hearing Impairment	\$		
5	Mental etardation	X		
6	Mental 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 Chairperson