



**HEAVY ENGINEERING CORPORATION LIMITED, RANCHI**  
**Advertisement No. RT/10/2019 dated 14.09.2019**

**RECRUITMENT NOTICE**

Heavy Engineering Corporation Limited, Ranchi, a Central Govt. Public Sector Enterprise was established in the year 1958. It is one of the largest Engineering Complex in India. It manufactures and supplies capital equipments, machines and renders turnkey Project execution services required for the core sector industries. It has complete manufacturing set up which includes casting & forging, fabrication, machining, assembly and testing- all at one location backed by a strong design- engineering and technology team.

HEC Ltd is growing fast and catering to increasing market demand of its products and services. We invite applications from dedicated and committed professionals with high degree of initiative and intuitive forward thinking for the following posts:

Trade	No. of Post	Max. Age as on 01.09.2019	Minimum Qualification as on 01.09.2019	Required Experience as on 01.09.2019
Electrician	15	33 Years	(i) Class X passed or Matriculation	(i) A Minimum 10 (ten) years of Work Experience in the relevant field/trade
Fitter	4			
Forger cum Heat Treater	1			(OR)
Foundryman	2		(ii) ITI (Industrial Training Institute)	(ii) & (iii) A minimum 3 (three) years work experience after acquiring qualification in the relevant trade / field.
Machinist	21		(OR)	
Moulder	3		(iii) Qualified in All India Trade Test for Apprentices (National Apprenticeship Certificate - NAC)	
Rigger cum Crane Operator	3			
Turner	9			
Welder cum Gas Cutter	2			
<b>Grand Total</b>	<b>60</b>			

Depending upon the requirement, the Corporation reserves the right to cancel/curtail/increase the number of posts without any notice and without assigning any reasons thereof.

**Note:** Internal Candidates, Trainees and Candidates who are working under contractor on the work orders awarded by HEC Ltd are exempted from the limitation of age (subject to superannuation age).

**Health Standard:**

Applicants should have sound health. Selected candidates shall have to undergo medical examination.

**Reservation:**

Reservation and relaxations will be allowed in accordance with Govt. of India directives for SC/ST/OBC (Non Creamy Layer) / EWS (Economically Weaker Sections) & Physically Challenged candidates.

**Preferences:**

Eligible candidates who are dependants of deceased employees of HEC or Displaced persons shall be given preference subject to other parameters being fulfilled.

**Selection process:**

It shall consist of Written Test (30 marks) and Trade Test (70 marks). Merit list will be prepared based on candidates' performance in both Written and Trade Tests (total 100 marks). The candidates will have to appear in the written test and Trade test at their own cost.

**Job Training:** The selected candidates will initially be inducted as on the job Trainees for a period of 2 (two) years.

**Training Period & Remuneration:**

Selected Candidates may be paid a consolidated wage as furnished below for various categories of Trainees.

Category	Training Period	Remuneration	
		Year	Amount (Rs)
Xth pass / Matriculation	2 years	1 <sup>st</sup> Year	6500
		2 <sup>nd</sup> Year	7500
ITI Passed	2 years	1 <sup>st</sup> Year	7000
		2 <sup>nd</sup> Year	8000
Apprentices (All India Trade Passed)	2 years	1 <sup>st</sup> Year	7500
		2 <sup>nd</sup> Year	8500

The Statutory benefits like CPF etc. shall be payable in addition to the consolidated amount.

**Regularization:**

After successful completion of Training, the Trainees may be absorbed in the regular rolls of the establishment as shown in the table given below:

Category	Absorbed in regular grade as	Pay scale (Rs)
Xth pass / Matriculation	G	8610 – 15250
ITI Passed	F	8870 – 15830
Apprentices (All India Trade Passed)	E	9140 – 16650

**Other Benefits:**

Depending upon qualification & experience, higher pay can be offered to deserving and high potential candidates. Besides basic pay, DA, CPF, other allowances, Medical facilities for self and dependent family members, accommodation (as per availability) or HRA are admissible as per the rules of the Corporation.

**Processing Fee:** Through demand draft in favor of "M/s Heavy Engineering Corporation Ltd." drawn on any of the nationalized bank and payable at Ranchi".

For General, OBC(NCL) & EWS	Rs. 800/- (Rupees Eight hundred) only
Fee Exemption	Departmental / Internal Candidates, Trainees, Candidates who are working under contractor on the work orders awarded by HEC Ltd ,SC/ST and Persons with Disability (PWD) Candidates

## **PROCEDURE FOR APPLYING:**

1. Eligible applicants may apply in the prescribed format 'Annexure-I' appended below.
2. Applicants are required to take print out, fill in application form and send the application duly signed after pasting a recent photograph on the space provided along with the self attested copies of following documents:
  - a. Annexure – 1 (Application Form).
  - b. High School certificate for proof of Date of Birth.
  - c. Final semester mark sheet of all the qualifications (Xth, XIIth, ITI, Diploma/ Graduation/ Post-Graduation as applicable).
  - d. Degree/Diploma Certificates of all the qualifications (Xth, XIIth, ITI, Diploma/ Graduation/ Post-Graduation as applicable).
  - e. Proof of different periods of experience as claimed in the Application Form.
  - f. Proof of different training programmes participated.
  - g. SC/ST/OBC – NCL/PWD/EWS Certificate in the prescribed format by Central Govt. of India (if applicable).
  - h. Proof of Identity & Address (Passport/Voter ID/Driving License/Aadhaar Card/PAN Card).
  - i. Hatia Displaced / DOD Employee Certificate (if applicable).
  - j. Demand draft of Rs.800/- (Rupees Eight hundred) if applicable.
3. Applicants serving in Government / Quasi Govt., Public Sector Undertakings should apply through proper channel or produce "No Objection Certificate" from their present employer at the time of trade test.
4. **Application along with above documents is required to be sent through speed post / registered post, in an envelope clearly mentioning the Advertisement No. & Name of post along with trade name at the top, to "Deputy Manager (HR), Recruitment Section, Hqrs Admn. & Personnel, Hqrs Admn. Building, HEC Ltd, Plant Plaza Road, Dhurwa, Ranchi-834004, Jharkhand" latest by 04.10.2019. In case of late receipt, incomplete application, the same may summarily be rejected / cancelled.**
5. The candidate should cross check all the details filled in the application form, before submitting the same, as no correction will be possible / allowed later.
6. Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying for any post and payment of Processing Fee.
7. The call letter indicating Registration Number, Details of Venue and guidelines for the written test/trade test will be made available on our website/email id of candidates, to the candidates found apparently eligible based on the application submitted. **Please note that the Call Letter will not be sent by post. The message for downloading the call letter, etc. will be sent on the registered email id / mobile number of the candidates.**
8. All information regarding this advertisement will be made available on the website: <http://www.hecltd.com> and no separate communication shall be made. Candidates must remain in constant touch with website <http://www.hecltd.com> for information regarding dates of written test/trade test, downloading of call letter, result of written test/trade test etc.
9. E-mail ID and Mobile number to be filled-in in application form is mandatory. Candidates are advised to keep the e-mail ID and Mobile number filled compulsorily, active for at least one year. **No change in the email ID or mobile number will be allowed once filled.** All future correspondence shall be made via E-mail and/or SMS only.

10. It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, while applying for the post.
11. Applications as per the above procedure will only be entertained.
12. Applicants can send their query related to this advertisement to email Id: [recruitment@hecltd.com](mailto:recruitment@hecltd.com)

**IMPORTANT DATES**

SNo.	Particulars	Date
1.	Start date of submission of application	14.09.2019
2.	Last date of submission of application	04.10.2019
3.	Tentative Date of Written Test / Trade Test	Will be notified on website/email id
4.	Availability of Call Letter on website / E-mail ID	10-15 days before the date of Written Test / Trade Test

**Note:**

1. Applicants are advised to check the career section of our website regularly for regular updates.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. HEC Ltd will not be responsible for any kind of postal delay.
3. Applicants serving in Government / Quasi Govt., Public Sector Undertakings should apply through proper channel or produce "No Objection Certificate" from their present employer at the time of trade test.
4. Mere fulfilment of the eligibility criteria will not confer any right on them for engagement and to be called for the Written Test / Trade Test. Corporation reserves the right to raise the minimum eligibility standards, to fill or not to fill all or any of the above positions and cancel/restrict/ enlarge/ modify/ alter the recruitment/ selection process without any further notice or assigning any reasons whatsoever.
5. Canvassing in any form will disqualify the candidature of the candidate.
6. Court of jurisdiction for any dispute will be Ranchi, Jharkhand.

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**HEAVY ENGINEERING CORPORATION LIMITED  
HQRS ADMINISTRATION AND PERSONNEL DIVN  
APPLICATION FOR EMPLOYMENT**

Annexure - I

Please paste a  
Recent Passport  
size Photograph  
duly signed by  
the candidate

**Advertisement No: RT/10/2019, dated 14/09/2019**

**Post Applied for : Technical Worker (Trade Name- \_\_\_\_\_)**

1. Name of the Candidate :
2. Date of Birth (DD/MM/YYYY) : Age as on 01.09.2019 (DD/MM/YYYY):
3. SC/ST/OBC (NCL)/EWS/Others :
4. Physically Handicapped (VH/OH/HH/MD) : Marital Status:
5. Ex-Serviceman? : YES / NO
6. Internal Candidate : YES/NO  
(If yes) : P. No/CPF No. - .....  
Designation - .....  
Plant - .....  
Shop - .....
7. Dependent of Deceased Employee : YES/No  
(If yes) : Name of Father / Mother - .....  
P.No - .....  
Place of Working - .....  
Date of death of deceased employee - .....
8. Hatia Displaced : YES / NO  
(If yes) : Name of Hatia displaced person - .....  
Case No. - .....  
File No. - .....
9. PSU Employee : YES / NO  
(If yes) : Name of the Company .....  
Address of the Company .....  
.....  
.....
10. Father's Name :
11. Mailing Address :
12. Contact Details Mobile No. : (i) (ii)  
Email ID :
13. Permanent Address :
14. Details of relationship with Employee of HEC, if any :
15. Educational/Professional Qualifications (Matriculation onwards)  
(Self attested degrees/diploma/mark-sheet/other certificate to be attached):

Sl	Qualification	Subject	Year of Passing	% Marks	University	Whether recognized

16. Details of Post qualification Experience/employment in chronological order: (Self attested copies of all relevant information stated below to be attached).

Name of the Employer	Post Held	Total Period (From – To) (dd/mm/yy to dd/mm/yy)	Part time/ Contract/ Regular/ Temp./ Ad-hoc	Nature of duties Performed	Scale of pay/ Total emoluments
TOTAL EXPERIENCE as on required date in (YY/MM/DD) format		_____			

17. Details of Training / Specialized Courses:  
(Self attested copies of all relevant information stated below to be attached).

Name of the Training / Specialized Courses	Total Period (From – To) (dd/mm/yy to dd/mm/yy)	Part time/ Full Time	Stipend, if any

18. Whether “NOC” enclosed (If employed in Govt./Semi Govt./PSU/Autonomous Body): Yes/No

19. Domicile (State & District) :.....

20. Visible Identification Marks:

(i)

ii)

21. Details of D.D (If Applicable): Bank ..... DD No ..... Dated.....

22. A brief write up on **significant contributions** made (if any) by the candidate in the past and present positions for his /her suitability for the post.

**DECLARATION:**

I do hereby declare that the facts and information given by me in the above application are true, complete and correct to the best of my knowledge and belief. In the event of any discrepancy in the particulars being detected at any stage, my candidature / service may be cancelled / terminated without any notice. I am attaching herewith self attested copies of all the relevant information such as for Sl. 2 to 5, & 15 to 17 above.

Date:

Full signature of the candidate