

RECRUITMENT OF EXPERIENCED PROFESSIONALS
(HRD/Rectt./Advt./2014-15/02)

Engineers India Limited, an Engineering Consultancy Company is looking for dynamic professionals with a passion for excellence and the drive to partner in the Nation's Growth story. The Company over the last 49 years has executed some of India's major projects in refineries, petrochemicals, pipelines, offshore, metallurgy, infrastructure & fertilizer sectors. The Company has embarked on an expansion plan into sunrise sectors such as Nuclear, Solar, Water & Waste Management and is increasing its international presence in over 13 countries world-wide. As part of its expansion plans, EIL is looking for suitably qualified, experienced and motivated individuals in the following disciplines to be catalysts for this growth.

CODE	DISCIPLINE	POSITION	NO. OF VACANCIES (TENTATIVE)
CODE : 14-15/02/A	Offshore Pipelines (Engineering)	Sr. Engineer / Dy. Manager / Manager	2
CODE : 14-15/02/B	Construction (Safety)	Sr. Engineer / Dy. Manager	2
CODE : 14-15/02/C	Finance & Accounts	Dy. Manager	2
CODE : 14-15/02/D	Human Resource	Dy. Manager	2
CODE : 14-15/02/E	Legal	Officer / Sr. Officer / Dy. Manager	2

Click below for details.

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ELIGIBILITY & DESIRED EXPERIENCE AS ON 01.07.2014:

DISCIPLINE (CODE)	POSITION	MINIMUM POST QUALIFICATION EXPERIENCE (IN YEARS)	UPPER AGE LIMIT (IN YEARS)	MINIMUM EDUCATIONAL QUALIFICATION	DESIRED EXPERIENCE
Offshore Pipelines (Engineering) CODE : 14-15/02/A	Sr. Engineer	4	35	Engineering graduate i.e B.E./ B.Tech/B.Sc. (Engg.) in Mechanical discipline (with min. 65% marks or eqv. CGPA / CPI)	The candidate should possess relevant post qualification experience in design and detailed engineering of offshore pipelines involving engineering/stress analysis of pipeline and Risers using Caesar-II and other pipeline softwares, preparation of drawings, pipeline routing, layouts, clamp design etc. Thorough knowledge of design code DNV-OS-F-101 is essential.
	Dy. Manager	8	40		
	Manager	12	45		
Construction (Safety) CODE : 14-15/02/B	Sr. Engineer	4	35	Engineering graduate i.e B.E./ B.Tech /B.Sc. (Engg.) in any discipline / B. Arch (with min. 65% marks or eqv. CGPA / CPI) and Degree / Diploma in Industrial Safety (with at least one paper in Construction Safety)	The candidate should possess relevant post qualification experience in various project construction sites like petroleum refinery, petrochemicals, Fertilizer / Chemicals, non ferrous plant, nuclear plant, cross country pipeline, etc. Candidate possessing certification course of NEBOSH, etc. will have an added advantage.
	Dy. Manager	8	40		
Finance & Accounts CODE : 14-15/02/C	Dy. Manager	8	40	Chartered Accountant /Cost Accountant (with min. 55% marks or eqv. CGPA / CPI)	The candidate should be capable of independently handling due diligence of projects and will work in the fields of Investment decision, post-transaction integration plans, sensitivity and risk analysis; planning and evaluation of mergers & acquisition; asset purchase decisions; reviewing of financial record, evaluation of risk involved, evaluation of controls, study of plans and others related activities. Besides above he / she will be associated in preparation of accounts and budget and other accounting function, direct / indirect taxes and related activities, financial vetting of proposals, Treasury and Fund Management.

DISCIPLINE (CODE)	POSITION	MINIMUM POST QUALIFICATION EXPERIENCE (IN YEARS)	UPPER AGE LIMIT (IN YEARS)	MINIMUM EDUCATIONAL QUALIFICATION	DESIRED EXPERIENCE
Human Resource CODE : 14-15/02/D	Dy. Manager	8	40	a) MBA Degree with specialization in HR /Personnel Management OR PG Degree / PG Diploma in HR / PM&IR / Labour Welfare OR Master in Social Works b) The above qualification (with min. 65% marks or eqv. CGPA / CPI) should be obtained from a recognized Institute / University (except through correspondence)	The candidate should possess relevant post-qualification experience in a large / reputed organization. Candidates with experience in Govt. / PSU shall be preferred. Additional Degree in law will be an added advantage. The candidate shall be required to handle HR functions viz; HR planning, recruitment, establishment, devising & implementing performance monitoring, preparing compensation policies & reviewing them periodically, framing HRD policies and suggesting modifications to improve their effectiveness; providing expertise and support to various levels of management on matters relating to Industrial Relations & Employees Welfare, and dealing with employee collectives apart from developing HR policies/practices/rules/regulations in respect of all categories of employees. The candidate should possess conceptual clarity, excellent inter-personal & negotiation skills and sound knowledge of labour laws.
Legal CODE : 14-15/02/E	Officer	1	30	Degree in law (full time) from recognized University / Institute in India (with min. 55% marks or eqv. CGPA / CPI)	The candidate should have experience of working in Law Firm / Govt. / PSU. The candidate should possess thorough knowledge of Laws pertaining to Corporate, Commercial, Labour & Industrial, Petroleum, Taxation, Land Acquisition, Merger & Acquisition, Collaboration, IPR as well as Foreign Trade and International laws pertaining to registration of corporate offices abroad, setting- up of joint ventures / Consortium/ Amalgamation &
	Sr. Officer	4	35		
	Dy. Manager	8	40		

DISCIPLINE (CODE)	POSITION	MINIMUM POST QUALIFICATION EXPERIENCE (IN YEARS)	UPPER AGE LIMIT (IN YEARS)	MINIMUM EDUCATIONAL QUALIFICATION	DESIRED EXPERIENCE
					restructuring; The candidate should have flair for legal research and negotiation skills. The candidate should have hands on experience of drafting and vetting of documents and pleadings, incorporation of Joint Ventures, Joint bidding, Licensing agreement, Secrecy & non-disclosure agreements, Legal Compliance as per SEBI and Government regulations. Candidates with experience in Govt. / PSU shall be preferred.

Note :

- The cut-off date for post-qualification relevant experience and upper age is **01.07.2014**.
- Candidates must have secured the minimum percentage of marks as mentioned in the table above (Equivalent CGPA / CPI of percentage of marks on various point of scale is given below).

Percentage of Marks in the qualifying examination	Equivalent CGPA / CPI on 10 point scale	Equivalent CGPA / CPI on 9 point scale	Equivalent CGPA / CPI on 8 point scale	Equivalent CGPA / CPI on 7 point scale	Equivalent CGPA / CPI on 6 point scale	Equivalent CGPA / CPI on 5 point scale	Equivalent CGPA / CPI on 4 point scale
55%	5.9	4.9	4.4	3.8	3.3	2.7	2
65%	7	6	5.3	4.6	4	3.3	2.5

- The specified qualification should have been acquired in minimum number of years except in case of CA/CWA.
- Please round off percentage of the marks to lower whole number e.g. for 74.9 , write 74
- Please round off CGPA to the lower decimal e.g for 6.59, write 6.5
- Avenues for Career growth in the organization shall be governed by the prevailing rules & practices depending on the qualification and performance

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• **EMOLUMENTS**

Designation	Pay Scale (Rs.)	Total CTC (approx) p.a in (Rs.)- at minimum of Basic Pay
Officer	24900-50500	11.35 lacs
Sr. Officer / Sr. Engineer	29100-54500	13.41 lacs
Dy. Manager	32900 - 58000	15.08 lacs
Manager	36600 - 62000	16.97 lacs

CTC shall include Basic Pay, DA, HRA, Other Perks & Allowances, Performance Related Pay, encashment of earned leaves and Retiral benefits as applicable. (Post Retirement Medical Coverage Scheme & Pension Scheme is applicable to candidates who are 45 years of age or below as on date on which they come on the regular rolls of the Company. However, this condition shall not be applicable in case of candidates who join after resigning from any CPSE, provided the total of past service in the CPSE and future service in the company till the date of normal retirement is 15 years or more).

• **CONCESSIONS, RELAXATIONS & RESERVATION**

- Upper age limit is relaxable by 5 years for SC/ST candidates and 3 years for Other Backward Classes (OBC) – non creamy layer candidates.
- Upper age limit for Persons with Disabilities (PwD) candidates is relaxable by 5 years. Persons with 40% or more Disability shall be eligible for relaxation.
- **Post-Graduates in Engineering will be given relaxation in experience by one year where minimum requirement of qualification is B.E / B.Tech. / B.Sc. (Engg.), provided such qualification is relevant to the job description for the post.**
- **Ph.D in Engineering will be given relaxation in experience by four years where minimum requirement of qualification is B.E / B.Tech. / BSc.(Engg.), provided such qualification is relevant to the job description for the post.**
- **PhD in Applied Science, Economics / Business Economics and Business Administration will be given relaxation in experience by two years, provided such PhD is relevant to the job description for the post.**
- **One** post is reserved for Persons with Disabilities. PWD candidates in any of the three categories (Blindness or Low Vision; Hearing Impaired; and Locomoter disability or Cerebral Palsy) are eligible to apply.
- Reservation of posts for **SC, ST and OBC (non creamy layer)** will be as per presidential directives.
- Upper age limit is relaxable for children / family members of those who died in the year 1984 riots subject to production of certificate from the competent authority.
- Upper age limit is relaxable for Ex-Servicemen.

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- **CRITERIA FOR DEPARTMENTAL CANDIDATES**

- The candidate should have served EIL for a minimum period of two years as on the cut off date i.e 01.07.2014.
- The candidate should have served at least one year in the present level as on the cut off date i.e 01.07.2014
- The present level of the candidate should not be more than one level below the position applied / advertised.
- The candidate should not already have been given the advantage of Rationalization Clause at any level.

- **PLACE OF POSTING**

The place of posting may be at Head Office New Delhi / Gurgaon, Regional Offices at Chennai, Vadodara, Kolkata, Branch Office at Mumbai, Inspection Offices, and Construction Sites etc.

However, the place of posting can be anywhere in India and abroad depending upon the exigency of work.

- **MODE OF SELECTION**

The mode of selection will be through interview only.

- **STEPS FOR APPLYING**

STEP 1: Eligible candidates need to apply through on-line registration system on EIL website. To apply visit the career link in EIL website i.e <http://www.engineersindia.com>

STEP 2: Read CAREFULLY all the instructions given on the website.

STEP 3: Fill in the online form with all the relevant correct details.

STEP 4: The candidate before starting online registration should keep the scanned copies of the following documents / certificates ready for uploading during registration of application :

- a) Passport size colour photograph in .jpg/.jpeg format of not more than 75 KB size
- b) Signature in .jpg/.jpeg format of not more than 25 KB size
- c) Qualifying degree certificate of not more than 900 KB each in .jpg/.jpeg format
- d) Caste certificate (SC/ST/OBC- Non Creamy Layer) and Disability certificate (PwD), if applicable, of not more than 500 KB each in .jpg/.jpeg format

STEP 5: The candidates are not required to send the print out of the registered application form filled on line. They shall retain a copy of the printout of the application form which will be required at the time of Personal Interview, if short listed for.

STEP 6: The cut-off date of post-qualification relevant experience and upper age is 01.07.2014.

Note : In case a candidate wishes to apply in more than one area, he should fill separate applications for each post/area. All applications should be complete in all respects, as each will bear separate registration number.

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• **GENERAL INSTRUCTIONS**

1. Online submission of application is permitted on the website between **0000 hrs on 23.07.2014 till 2400 hrs on 25.08.2014**.
2. The e-mail address specified in the application should be valid/ functional for at least **24** months from the date of the submission of application. **Intimation for interview shall be sent by email. Kindly ensure that your email is valid and operational.**
3. EIL may restrict the no. of candidates to be called for interview. Only short-listed candidates will be informed for further interview.
4. Candidates should take print out and retain a copy of online application form(s) for future reference.
5. Copy of the online application **is not to be sent by post**. The print out of application should be retained by candidate & four copies of the application is required to be submitted **at the time of interview**.
6. Those short listed for **interview** shall be intimated through e-mail. They are required to bring the following original certificates along with attested photocopies as documentary proof at the time of **interview**:
 - Proof of Age,
 - Educational Qualifications (All the Mark sheets & Certificates)
 - Service Certificate of past employment & proof of date of joining & its continuity in the present Organization
 - Last Salary Certificate (if applicable)
 - Copy of Scheduled Caste/ Scheduled Tribe/ Other Backward Class (OBC)/ Persons with Disability (PWD) certificate, if applicable from the competent authority. OBC certificate produced by candidates should clearly indicate that they do not belong to creamy layer. In the absence of any of the above documents, the candidate will not be allowed to appear for interview and in that case, no travel expenses shall be reimbursed.
7. **Only those who meet the prescribed eligibility criteria need apply**. If at any stage, it is found that the candidate does not meet the prescribed eligibility criteria, he/she will be disqualified. EIL reserves the right to reject any application without assigning any reason.
8. **Out Station** Candidates called for **Interview** for the post of **Officer** shall be reimbursed to & fro **2nd class sleeper** rail fare or equivalent and for the post of **Sr. Officer /Sr. Engineer / Dy. Manager / Manager** shall be entitled for to & fro rail fare limited to AC II Tier or equivalent from the **mailing address mentioned in the on-line application form** to the venue of interview by the shortest route as per rules. *Candidates providing mailing address of a country other than India, in the application form, will be reimbursed to and fro rail fare, as per entitlement mentioned above, from the port of arrival in India to the venue of interview by the shortest route as per rules.* The candidate will be required to fill in the Travelling Allowance (TA) form at the Interview centre and submit proof for travel undertaken.
9. In case it is found at any stage that the candidate is **either not meeting the requirements as laid down in the advertisement or has given incorrect information while filling up the on-line application form**, his/her candidature shall be **cancelled** and in that case no traveling expenses shall be reimbursed.

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10. EIL shall not be responsible for any loss of email/communication letter sent, due to invalid/wrong email id/wrong postal address/postal delays/loss in transit etc. No request in this regard will be entertained.
11. Court of jurisdiction for any dispute will be at Delhi.
12. EIL reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.
13. Provisions of the Persons with Disability Act for 3% reservation are being complied with.
14. Screening and selection will be based on the details provided in the on-line application form, hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong/false information will be a disqualification and EIL will **NOT** be responsible for disqualification as a consequence of furnishing of such wrong/false information.
15. The applicant should essentially have proficiency in computer knowledge.
16. **Candidates who were interviewed during last one year are not eligible to apply for the same level or post.**
17. **No. of vacancies as mentioned in the advertisement are 10 (Tentative).**
18. Avenues for Career growth in the organization shall be governed by the prevailing rules & practices depending on the qualification and performance.

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