



NMDC Limited

(A Government of India Enterprise)

Khanij Bhavan, 10-3-311/A, Castle Hills, Masab Tank, Hyd-500 028
CIN : L13100AP1958GOI001674

NMDC Ltd., a **Navaratna** Public Sector Enterprise under the Ministry of Steel, Government of India and a multi locational, multi product and consistently profit making Mining & Mineral Exploration Organization with a turnover of more than Rs.12,000 crore is in the process of massive expansion and diversification activities both in India and abroad. The Company is having its iron ore mines located in Bailadila, Chhattisgarh, Bellary (District), Karnataka and Diamond Mining Project in Panna, Madhya Pradesh etc.

NMDC Steel Limited (NSL), a wholly owned subsidiary of NMDC Limited is setting up a 3.0 MTPA Integrated Steel Plant at Nagarnar near Jagdalpur, Chhattisgarh State. The Company is now looking for suitable persons for the following posts to be deployed in its Integrated Steel Plant at Nagarnar.

I) Discipline, Posts & Grade & No. of Posts:

Sl. No.	Discipline	Posts & Grade	No. of Post(s)
1.	Town Administration (Including Land Administration)	Jt. General Manager (E7)	01
		Asst. General Manager (E5)	02
		Dy. Manager (E2)	02
		Asst. Manager (E1)	02
2.	Personnel	General Manager (E8)	01
		Dy. General Manager (E6)	04
		Asst. General Manager (E5)	01
		Sr. Manager (E4)	01
		Manager (E3)	02
3.	Materials Management & Marketing	Jt. General Manager (E7)	01
		Dy. General Manager (E6)	02
		Asst. General Manager (E5)	02
		Sr. Manager (E4)	04
4.	Environment Management	Asst. General Manager (E5)	01
		Manager (E3)	01
5.	HRD	Jt. General Manager (E7)	01
		Asst. General Manager (E5)	01
		Manager (E3)	01
		Dy. Manager (E2)	01
Total			33

Note: The No. of posts indicated above is tentative and may vary depending upon organizational requirement.

1. Discipline : TOWN ADMINISTRATION INCLUDING LAND ADMINISTRATION:

Posts: Jt. GM (E7)/ AGM (E5)/ Dy. Mgr. (E2)/Asst. Mgr. (E1).

Qualification & Experience:

A Degree in Civil Engineering or Graduation with 2 years Post Graduate Degree/Diploma in Sociology/Social Work/Labour Welfare/Personnel Management/IR or MBA with specialization in HR / Personnel Management & Industrial Relations from a recognized University/Institute. Should have relevant work experience in executive cadre as stated at II below in area of Township Administration including Land Administration of an Industrial Township in a large Industrial Organization having a workforce of 1000 employees or more. Candidates having relevant work experience in large Steel Plant would be preferred.

2. Discipline: PERSONNEL:

Posts: GM (E8)/DGM (E6)/AGM (E5)/Sr. Mgr.(E4)/Mgr.(E3)/Dy. Mgr.(E2).

Qualification & Experience:

Graduation with 2 years Post Graduate Degree/Diploma in Sociology/Social Work/Labour Welfare/Personnel Management/IR or MBA with specialization in HR / Personnel Management & Industrial Relations from a recognized University/Institute. Should have relevant work experience in executive cadre as stated at II below in a large Industrial Organization having a workforce of 1000 employees or more. Should be well conversant with Personnel and IR policies, Labour Laws and should have a proven record of successfully handling Human Resources and Industrial Relations matters. Candidates having relevant work experience in large Steel Plant would be preferred.

3. Discipline: MATERIALS MANAGEMENT & MARKETING:

Posts: Jt. GM (E7)/ DGM (E6)/ AGM (E5)/ Sr. Mgr.(E4).

Qualification & Experience:

Degree in Engineering or Graduation with MBA / PG Diploma (of not less than 2 years duration) in Materials Management from a recognized University / Institute. Should have relevant work experience in executive cadre as stated at II below. He should be conversant with aspects of Materials Management / Marketing function of a large Industrial Organization and should be well conversant with Materials Management Policies / Import & Export procedures / handling of stores and purchase department. Candidates having relevant work experience in large Steel Plant will be preferred.

4. Discipline: ENVIRONMENT MANAGEMENT. Posts: AGM (E5) / Mgr.(E3)

Qualification & Experience:

Graduate in Environmental Engineering or Graduate in Civil/Metallurgical Engineering with P.G Diploma/ Degree in Environmental Engineering / Science or Masters Degree in Environmental Science or Doctorate in Environmental Studies / Impact assessment from a recognized University / Institute. The candidate should have relevant work experience in executive cadre as stated at II below in a Large Industrial Organization in handling Environmental Pollution Control Equipments / Environmental monitoring/ Compliance of State & Central Government / Environmental clearance conditions /Forest clearance conditions etc. Candidates having relevant work experience in large Steel Plant would be preferred.

5. Discipline: HRD. Posts: Jt.GM (E7) / AGM (E5) / Mgr.(E3)/Dy. Mgr. (E2)

Qualification & Experience:

A Degree in Engineering OR Graduation with 2 years Post Graduate Degree / Diploma in Sociology / Social Work / Labour Welfare / Personnel Management / IR or MBA with specialization in HR / Personnel Management & Industrial Relations from a recognized University / Institute. The candidate Should have relevant work experience in Executive Cadre as stated at II below. The candidate should have handled HRD activities like: developing and implementing talent management strategies, leadership capabilities, HR intervention, Planning & Implementation of HRD training programs for all categories of employees, designing and implementing high quality learning and development system and process etc., in a large Industrial Organization having a workforce of 1000 employees or more. Candidates having relevant work experience in large Steel Plant would be preferred.

II) Scale of Pay, Minimum period of Experience, Maximum Age:

Sl. No.	Post & Grade	Scale of Pay	Approx. CTC PA. in NMDC	Minimum Relevant Work Experience (Yrs.)	Max. Age (Yrs.)
1.	General Manager (E8)	Rs. 51300-3%-73000/-	Rs. 25.00 lakhs	20	52
2.	Jt. General Manager (E7)	Rs. 19500-450-25350/- (Pre-revised)	Rs. 23.00 lakhs	18	
3.	Dy. General Manager (E6)	Rs. 19000-450-24400/- (Pre-revised)	Rs. 22.00 lakhs	15	50
4.	Asst. General Manager (E5)	Rs. 43200-3%-66000/-	Rs. 20.00 lakhs	13	
5.	Sr. Manager (E4)	Rs. 36600-3%-62000/-	Rs. 16.50 lakhs	10	45
6.	Manager (E3)	Rs. 32900-3%-58000/-	Rs. 14.90 lakhs	7	
7.	Dy. Manager (E2)	Rs. 24900-3%-50500/-	Rs. 11.10 lakhs	4	
8.	Asst. Manager (E1)	Rs. 20600-3%-46500/-	Rs. 9.30 lakhs	2	

III) Upper age limit is relaxable upto 5 years for SC/STs and 3 years for OBCs (Non-Creamy Layer) and as per Govt. Guidelines for PwDs / Ex. Servicemen.

No. of Posts: 33 (SC-05, ST-02, OBC-09, UR-17)

IV) Preference will be given to the candidates having the following experience also.

(i) Candidates working in Govt./PSUs applying for above posts in following pay scales or equivalent grade for a minimum period of two years:

Post/Grade applied for:	Minimum service period of 2 years in scale of pay:
GM(E8)	Rs.19500-450-25350/- (Pre-revised) or equivalent
Jt.GM(E7)	Rs.19000-450-24400/- (Pre-revised) or equivalent
Dy.GM(E6)	Rs.43200-3%-66000/- or above
AGM(E5)	Rs.36600-3%-62000/- or above
Sr.Mgr(E4)	Rs.32900-3%-58000/- or above
Manager(E3)	Rs. 24900-3%-50500/- or above
Dy. Mgr(E2)	Rs. 20600-3%-46500/- or above
Asst.Mgr(E1)	Rs. 16400-3%-40500/- or above

Candidates must attach proof of their pay scale for last two years along with their applications for the above preference.

(ii) Candidates from Private Sector applying for the above posts should be drawing following minimum CTC per annum or above as mentioned below for the last two years.

Post/ Grade applied for:	Minimum CTC per annum for last 2 years (average):
GM (E8)	Rs.23.00 lakhs or above
Jt.GM (E7)	Rs.22.00 lakhs or above
Dy.GM (E6)	Rs.20.00 lakhs or above
AGM (E5)	Rs.16.50 lakhs or above
Sr. Mgr (E4)	Rs.14.90 lakhs or above
Manager (E3)	Rs.11.10 lakhs or above
Dy. Mgr (E2)	Rs.9.30 lakhs or above
Asst. Mgr (E1)	Rs.6.50 lakhs or above

They should attach proof of their per annum CTC as above along with the application.

V) GENERAL CONDITIONS:

- While applying the candidates should enter their full name as it appears in the matriculation / secondary certificate.
- Wherever CGPA / OGPA or letter grade in a degree is awarded; equivalent percentage of marks should be indicated in the application form as per norms adopted by the University / Institute. The candidate will have to produce a copy of these norms with respect to his /her University/Institute at the time of Interview. Where no norms have been specified, the CGPA/OGPA will be presumed to have been provided on a 10 point scale.
- The SC/ST/OBC (NCL)/PwD certificate should be as per the format as prescribed by Govt. of India. If the certificate has been issued in a language other than English/Hindi, the candidate will be required to submit a self-certified translated copy of the same either in English or Hindi.
- Experience and Age relaxation and higher start in the time scale may be considered in case of deserving candidates. Candidates may be considered for a lower post in case they are found otherwise suitable depending on their qualifications experience, present position and performance in interview.
- Apart from Pay and Allowances, other benefits viz. PRP, HRA, CPF, Gratuity, Free Medical facilities, Group Insurance etc., as per rules will also be admissible.
- Candidates called for interview should produce all original documents, at the time of interview, failing which such candidates will not be permitted to appear for the interview and Travelling Allowance will not be reimbursed.
- If the Degree / Diploma in concerned discipline does not mention the area of specialization, specialization in the area will be considered only if the candidate has studied at least three subjects of the specialized course as elective subjects.
- Mere fulfilling of the minimum qualifications and experience will not vest any right in candidates for being called for interview. Depending on response and requirement, the management reserves the right to raise / relax / cancel / modify / alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason whatsoever. Decision of management to call the candidates for selection shall be final. No interim correspondence will be entertained.
- Candidature of a candidate is liable to be rejected at any stage of recruitment process or after recruitment or on joining, if any information provided by the candidate is false or is not found to be in conformity with eligibility criteria mentioned in the advertisement.
- Outstation candidates called for interview for the post of GM (E8 Grade)/Jt.GM (E7 Grade), will be reimbursed to and for single Air fare (Economy Class)/ AC-I Rail Fare by shortest route and candidates called for interview for other posts will be reimbursed to & fro single AC-II Tier Rail fare by shortest route subject to production of proof.
- Candidates are required to super scribe on the envelope, the Employment Notification No., Post Code and the Post for which they are applying while sending the application.
- The date for reckoning the age, qualification, experience etc shall be the closing date for receipt of applications as mentioned at Sl. No.13 below.
- Interested candidates meeting the above requirements may apply in the application format (the application form can be downloaded from careers page of NMDC website www.nmdc.co.in.) prescribed for the post along with the copies of certificates & affixing recent passport size photograph to Dy. General Manager (Personnel) – (R&P), NMDC Ltd., 10-3-311/A, "Khanij Bhavan", Castle Hills, Masab Tank, Hyderabad – 500 028 so as to reach his office on or before **12.10.2015** by Post / Courier. Applications not in prescribed format or without supporting documents for Age, Qualification, Experience, Pay / CTC, Caste (if applicable) etc. or sent through any other modes viz. email, fax, by hand etc. or received after closing date for receipt of application shall be summarily rejected.
- Court of jurisdiction for any dispute will be at Hyderabad.