



HMT Machine Tools Limited, a wholly-owned Subsidiary of HMT Limited, a Govt. of India PSU, is a leading Machine Tool Manufacturer, having Manufacturing Units and Marketing Divisions spread all over India. The Company manufactures various types of Metal Cutting and Metal Forming Machine Tools in addition to CNC Control Systems, Precision Ball Screws and Offset Printing Machines. The Company has prepared its vision 2020 document and is planning to multiply its business turnover by venturing into various new business opportunities through joining hands with established organizations in the field of Aerospace, Defence, Nuclear, Power, Transportation etc.

The Company offers challenging career opportunities in its Marketing Division, across India. The Company is looking for qualified and experienced professionals as detailed below:

Sl. No.	Position
1.	<b>Asst. General Manager (Sales &amp; Service)</b>
2.	<b>Manager (Sales &amp; Service)</b>
3.	<b>Dy. Manager (Sales &amp; Service)</b>

**TERMS OF OFFER :**

**1. REMUNERATION:**

In the pay scales of **Asst. Gen. Manager** – 14500-350-18700, **Manager**-13000-350-18250, **Deputy Manager**- 10750-300-16750, **Plus** Dearness Allowance of 269.7% (as on 1.7.2017), Company Accommodation/HRA, CCA, Canteen subsidy, Washing Allowance, PF, Gratuity, Medical facility, Conveyance Reimbursement. HRA & CCA is variable depending on the place of posting. In case Company quarters is allotted, no HRA is payable.

**2. ADDITIONAL INCREMENTS:**

In deserving cases additional increments in the grade could be considered by the Selection Committee for candidates with additional qualification / experience.

**SALES AND SERVICING ENGINEERS - for MARKETING**

GRADE	Qualification	Post qualification experience	Upper age limit	Place of posting	No of Posts
AGM	Graduate in Mechanical, Electrical & Electronics Engineering from any recognised institution / University. Additional qualification in MBA (Marketing) will be preferred	15 Years of experience in Sales & Servicing activities of which minimum 8 years experience in Machine Tools.	37 Years	Regional / Zonal Marketing Offices.	12
Manager		10 Years of experience in Sales & Servicing activities of which minimum 6 years experience in Machine Tools.	35 Years		
Dy. Manager		5 Years of experience in Sales & Servicing activities of which minimum 3 years experience in Machine Tools.	33 Years		

**GENERAL CONDITIONS:**

**A. FOR EXTERNAL CANDIDATES**

1. Only Indian Nationals need apply.
2. Candidates fulfilling the above said criteria of qualification, experience only need apply. The placement will be on permanent basis depending on the need of the organisation as decided by the Selection Committee.
3. Minimum 60% pass from any recognised University & post qualification experience is essential.
4. Selection will be made strictly on the basis of merit, past service record, & performance in the interview.
5. Mere conformity to the job requirement / qualification will not entitle a candidate to be called for interview. Management reserves the right to reject the application without assigning any reason.
6. A non-refundable account payee DD of Rs. 500/- drawn in favour of HMT Machine Tools Limited on any scheduled / national bank is to be enclosed along with the prescribed application. No other mode of application is acceptable.
7. Applicants serving in Govt/ PSUs / Semi- Government organisation should apply through proper channel or produce "NOC" at the time of interview failing which they will not be permitted to attend the interview.
8. The original documents / certificates/ testimonials in proof of age (only SSLC/SSC/10<sup>th</sup> Standard Board certificate is only admitted as proof of age) Qualification, Experience, enclosed in the application shall be produced at the time of interview for verification. In case of failure to produce the original as mentioned in the application for verification at the time of interview, the candidate will not be allowed to appear for the interview and no TA shall be payable.
9. Relaxation of Age is as per Presidential directives applicable from time to time. (for SC/ST/OBC/PWD/Ex-Serviceman/Minority etc.) Such candidates shall produce certificate issued by Competent Authority to that effect.
10. Candidates belonging to OBC category are required to produce the recently obtained OBC Certificate (Non-creamy layer) **(not older than 6 months as on the date of advertisement)** in the format prescribed by Govt of India issued by the Competent Authority.
11. Only short listed eligible candidates will be called for interview. The outstation candidates called for interview will be paid to and fro train fare by 3 Tier AC by the shortest route on production of proof of journey subject to Point No 8 referred above.
12. Incomplete application or applications not in the prescribed format will be rejected and no correspondences will be entertained.
13. Management reserves the right to call any /all of the candidates who have responded against this advertisement, including cancellation of posts.
14. Management is not responsible for delayed / non-receipt of applications.
15. No correspondence will be entertained with the candidates, who are not selected for interview.
16. The decision of management regarding selection will be final.

17. Court of jurisdiction for any dispute will be at Bangalore.
18. Separated employees who have at least 3 years of left over service having relevant experience can also apply.
19. Relaxation in age will be considered for deserving candidates.

**B. HOW TO APPLY:**

Application in the prescribed format (click here to download) duly filled, enclosing therewith the Demand Draft and a set of self attested photocopies of the relevant certificates in proof of qualification, age, category, experience etc., and affixing passport size photograph at the space provided should be sent in sealed cover superscribed " APPLICATION FOR THE POST OF..... " (as the case may be) so as to reach the following address on or before **18.08.2017**.

The Deputy General Manager (MP/HR),  
HMT Machine Tools Limited,  
HMT Bhavan, No. 59, Bellary Road,  
BANGALORE – 560 032.

**C. FOR INTERNAL CANDIDATES:**

Those who fulfil the following are also eligible to apply:

1. Candidates fulfilling the above said criteria of qualification, experience and who are in similar grade & immediate lower grade only need apply.
2. Selection will be made strictly on the basis of merit, past service record, attendance & performance in the interview.
3. Age will not be criteria in deserving candidates.
4. Candidates should send their application through proper channel by following the rules of the Company.
5. Applicable TA/DA shall be paid to the candidates as per rules of the Company.

**STATEMENT OF DOCUMENTS ENCLOSED TO THE APPLICATION FORMAT**

Sl. No.	Documents	Status (tick the relevant column)		
		Yes	No	NA
1.	Demand Draft for the prescribed amount.			
2.	Proof of date of birth (SSLC / Matriculation Marks Card).			
3.	Proof of Caste – SC/ST in the prescribed format.			
4.	Latest OBC Certificate (Non creamy layer) in the format as applicable for appointment to posts under Govt of India to be produced.			
5.	Ex-Servicemen Certificate.			
6.	PWD Certificate issued by the Competent Authority (Govt Hospital or Medical Board attached to Special Employment Exchange for the handicap) as per the "Persons with Disabilities [Equal Opportunities, protection of right and full participation] Act, 1995".			
<b>Qualification Certificates:</b>				
1.	Degree Certificate.			
2.	PG Degree / Diploma Certificate.			
3.	Other Qualifications / Certificates if any (Pl. specify).			
4.	Post-Qualification Experience Certificate (s).			
5.	Latest salary Certificate issued by your employer			

**Note :** 1) Candidates to bring one set of photo copies of all marks cards along with original for verification at the time of interview.

2) The self attested copies of the documents /certificates should be enclosed to this format in the same order.

** HMT MACHINE TOOLS LIMITED**

Registered Office: HMT Bhavan,  
#59, Bellary Road, Bangalore-560 032.  
(Please fill boxes in **BLOCK LETTERS** only)

Affix Passport Size  
Photograph

<b>APPLICATION FOR THE POST OF :</b>															
<b>Preferred place of posting</b>			<b>1)</b>			<b>2)</b>			<b>3)</b>						
1	Name Mr. / Ms.														
2	S/o, D/o, W/o														
3	Address for Communication (with Pin code)														
3.1	Telephone Nos. (with STD Code )	Office					Residence								
3.2	Mobile														
3.3	Email IDs	1													
		2													
4	Date Of Birth (as per Matriculation / SSLC / SSC certiicate)	D	D	M	M	Y	Y	Y	Y		AGE (as on date of the application)	Y	Y	M	M
5	Caste/Category:	SC	ST	OBC	GEN	PH	MINORITY	(Tick appropriate column)							
6	<b>Educational Qualification (Self attested xerox copies of all Marks cards &amp; Degree Certificates are to be enclosed)</b>														
	Examination Passed	Year of Passing	Full/Part time	Course duration	University / Institution	Agrgt. % Marks	Specialisation								
6.1															
6.2															
6.3															
6.4															
6.5															
6.6															
6.7															
6.8															

7											
Post-qualification Experience: (self attested xerox copies of experience certificates are to be enclosed) For experience details, separate sheet may be attached as Annexure)											
7	Organisation & Address	Designation	Nature of Duties	Period (Commencing from latest / present)						Turn over of the Company (Rs.Crores)	Basic Pay & Pay scale
				From		To		Duration			
				MM	YY	MM	YY	YY	MM		
I											
II											
III											
IV											
V											
VI											
VII											
VIII											
IX											
X											
XI											
XII											
			<b>TOTAL P.Q. EXPERIENCE</b>								
8	Any two references with contact details (other than relatives)										
	Name & designation	Address		Phone No./ Mobile No.			Email IDs				
8.1											
8.2											
9	Details of relatives working in HMT Ltd or its Subsidiary Cos.										
10	Demand draft details	Date		No.				Amount (Rs.)		Bank	
<b>Original testimonials in respect of SI.No.4, 5, 6 &amp; 7 must be produced at the time of interview</b>											
Certified that the Information furnished above are true to the best of my knowledge, information & belief. If, at a later date, the information furnished above are found to be false or inaccurate, the Management is free to take appropriate action as per the extant rules.											
Place:										(Signature)	
Date:											