

HMT MACHINE TOOLS LIMITED  
HMT Colony P O., Kalamassery, Ernakulam Dist. 683 503  
(A Wholly owned Subsidiary of HMT Limited, A Govt. of India Undertaking)  
Regd. Office: HMT Bhawan, No.59, Bellary Road, Bangalore – 560 032.

Ref: No: HMT/MTK/HRM/Contractual Engagement/2015

HMT Machine Tools Limited, Kalamassery, a Subsidiary of HMT Limited is a pioneer in manufacturing of Heavy, Medium and Light Duty CNC & conventional Turning machines and Printing Machineries, invites candidates as Project Associate (Technical) in NPOL Directing Gear Project work, from Graduate Engineers (Mechanical) with good academic record on contract basis for a period of 2 years.

No of vacancy-5

The selection will be based on Qualification, Work experience and competencies of candidates.

- Four years full time B.E / B.Tech (Mechanical) from recognized university/institute in First Class with an aggregate of 70%.
- Candidate should have post qualification experience of minimum 6 months with exposure to design in any reputed company.
- Those who have completed Graduate Apprenticeship with training in Design department also can apply.
- Candidate should have proficiency in design-software like AutoCAD, SolidWorks etc.
- The exposure/ experience in Military Standards, product conceptualization, part/assembly modeling using 3D modeling tools, carrying out design verification using Thermal and Structural Analysis tools, validating design and generating file of drawings for production etc. will be considered as an added qualification while selection.

Age limit is 30 as on 01.08.2015. A consolidated remuneration of Rs.13,000/- pm for the first year and Rs.13500 pm for second year. Interested candidates may attend the Walk-in-Interview on 14.08.2015 at 10:00 am along with duly filled resume form attached along with as Annexure-1, with originals of relevant educational certificates, experience certificates and conduct certificate to the office of the Joint General Manager (HR), HMT Machine Tools Ltd., HMT Colony PO 683 503, Kalamassery. Ph. no. 0484-2540731.

**// DETAILED WEB ADVERTISEMENT//**

**POLICY, PROCEDURE, TERMS & CONDITIONS FOR ENGAGING PERSONNEL ON CONTRACT BASIS**

1. OBJECTIVE:

The following procedure is formulated to engage persons on contract basis to complete specified projects so as to fill the skill-gaps in areas on need based on a short term basis.

2. TYPE AND CADRE OF CONTRACT ENGAGEMENT:

Contractual engagement shall be made only for the completion of projects undertaken by the company and for its anticipated future projects.

3. APPOINTING / SANCTIONING AUTHORITY:

Unit Chief will be the Appointing Authority and Managing Director - Machine Tools will be the Sanctioning Authority.

4. TERMS AND CONDITIONS

- 4.1. Candidates has to fill the resume in format attached along with as Annexure-1 along with originals of relevant documents such as age proof, qualifications, caste certificate for reservation eligibility etc. should be submitted at the time of interview.

- 4.2. Only Indian Nationals need apply.
  - 4.3. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to selection / engagement shall be a disqualification.
  - 4.4. Selection will be made by a Committee constituted by the Competent Authority.
  - 4.5. Candidates whose testimonials are incomplete will not be allowed to attend the interview.
  - 4.6. The maximum age should not be more than 30 years on 1.8.2015. However relaxation will be given for SC/ST/OBC candidates (SC/ST - 5 years , OBC - 3 years) as per the Government Rules and Presidential directives on Reservation.
  - 4.7. Selected candidates will be entitled to 7 (Seven) days Casual leave and 7(Seven) days Sick leave on pro rata basis per year. If the leave exceeds the above, consolidated payment will be made on pro rata rate of attendance.
  - 4.8. Contractual engagement of a person shall not be construed to be permanent employment and such appointees shall not be entitled to any preferential treatment equivalent to a permanent employee or entitled to regular employment in that or any other service in HMT Machine Tools Limited, Kalamassery in future.
  - 4.9. Compliance of all the relevant and applicable statutory enactment such as the payment of Minimum Wage Act, ESI, EPF Act, etc shall be ensured by the concerned disbursing officer while making payment of monthly remuneration.
  - 4.10. Those who are selected for contractual engagement shall undergo medical check-up and produce a Medical Fitness Certificate issued by a qualified Registered Medical Practitioner before joining the company. Those found medically unfit will not be engaged and the offer letter stands withdrawn in such cases.
5. The selection and subsequent engagement if any will be purely on temporary contractual basis and will not count for any claim for regular/ permanent employment in future.
  6. Candidates belonging to SC/ST/OBC category should submit the caste certificate as per the Govt. of India guidelines. For candidates belonging to OBC category, the caste certificate issued should be within one year from the date of publication of this advertisement and should specifically mention that person does not belong to creamy layer.
  7. The reservation for SC/ST/OBC will be as per the Government of India guidelines.
  8. Candidates, who have been awarded marks under CGPA / OGPA or other pattern in Graduation or any other qualifying examination may submit the CGPA / OGPA conversion to percentage certificate from the relevant University / Institute.
  9. No correspondence will be entertained with the candidates not selected for Interview.

## 10. SELECTION:

Engagement of persons on contract basis is solely at the discretion of the Management based on suitability of candidates and no claim will arise for selection, if contract engagements are not done due to un-suitability/ insufficient number of candidates etc.

- 10.1. Candidates appearing for interview shall bring all the relevant certificates, testimonials with originals and one set of self attested Photostat copies.
- 10.2. Interviews shall be held by the Selection Committee of the Company constituted by the Competent Authority.
- 10.3. After the approval by the Competent Authority for engagement of candidate/s, an offer of contractual engagement will be issued.
- 10.4. The candidates shall have to appear for interview at their own cost. No TA/DA will be paid for attending the interview.
- 10.5. Court of jurisdiction for any dispute will be at Ernakulam only.

## 11. TERMINATION OF CONTRACT:

Any of the following will attract the termination of contract of the candidates hired under this scheme:

- 11.1 The contractual engagement will automatically cease after the period of 2 years as applicable based on the engagement or after completion of projects whichever is earlier.
- 11.2 Irregular attendance, absence from work for a period of 7 days continuously permission / intimation.
- 11.3 Breach of any clauses under terms of contractual engagement / order.
- 11.4 Unsatisfactory performance.

## 12. INTERPRETATION:

The interpretation of the Policy, Procedure and Rules of this selection shall vest with the HRM Department of Machine Tool Directorate.

## 13. SAVINGS:

The Management reserves all the right to alter, modify, delete or add any clause(s) as per the need of the Organization without notice including during contract period.

## 14 For any clarification candidate may contact in the following address

The Joint General Manager (HR)  
HMT Machine Tools Limited  
HMT Colony P O., Kalamassery,  
Ernakulum Dist. 683 503Kerala, India.

For further clarifications Phone: 91-0484-2540731 (9 Lines) Email: [mtkhr1@hmtmachinetools.com](mailto:mtkhr1@hmtmachinetools.com)

Annexure-1

HMT MACHINE TOOLS LIMITED, KALAMASSERY  
HMT Colony P O., Kalamassery, Ernakulum Dist. 683 503  
(A Wholly owned Subsidiary of HMT Limited, A Govt. of India Undertaking)  
Phone: 91-0484-2540731 (9 Lines) Email: [mtkhr1@hmtmachinetools.com](mailto:mtkhr1@hmtmachinetools.com)  
Website: [www.hmtmachinetools.com](http://www.hmtmachinetools.com)

Affix Passport Size  
Photograph

Ref: No: HMT/MTK/HRM/Contractual Engagement/2015

Application for the Post of Project Associate

1	NAME (In block letters)																												
2	Name of Father.																												
3	Gender	M- Male F- Female																											
4	Address for communication with PIN code																												
4.1	Phone/Mobile No.																												
4.2	E Mail ID																												
5	Date of Birth	D	D	M	M	Y	Y	Y	Y	Age (as on the final date of application)				Y	Y	M	M												
6	Caste/category	SC		ST		OBC		GEN		PH	Minority	Tick whichever is applicable																	
7	Educational qualification (Copies of all Mark lists, Certificates etc. to be enclosed)																												
	Examination Passed	Year of passing				Regular/ Part-time				Agrgt % Marks				University and Institution															
8	Additional Qualification / Experience, if any - give details																												
<p>I .....hereby declare that the information furnished above are true to the best of my knowledge and belief. Later, if the information furnished above is found to be false or incorrect, the Management is free to take appropriate actions as per Rules.</p>																													
Place																													
Date															Signature														