



HMT MACHINE TOOLS LTD

(HMT Colony P O, Kalamassery, Ernakulam, Kerala -683503)

Ref: MTK/HRM/Sr. Adviser/2023

Date: 27.10.2023

Sub: Requirement of Senior Adviser on contract basis

Applications are invited for the post of Senior Adviser who is professionally qualified in the related field and have superannuated/ retired from the services of any PSU/Autonomous body/ Govt. Organization as for the post as above on contract basis at HMT Machine Tools Limited, Kalamassery.

SL NO:	NAME OF THE POSITION	NO: OF POSTS
1	Senior Adviser	1

Post Details:-

a)	Post:	Senior Adviser
	No of engagement	1 (One)
	Duration	1 year
	Equivalent Position	GM/Unit Chief
	Qualification	BE/B Tech (Mechanical)
	Job Requirement	<ul style="list-style-type: none">• To follow up with all our esteemed customers and thus to create wide network of contacts to tap upcoming enquiries among them and convert these to orders for the organization.• To generate orders with most effective tools with market driven pricings• Tooling up customized requirements most efficiently to augment productivity and to shorten the cycle time for components• To provide timely technical support for the unit's servicing team engaged at customer's works for sorting out complicated tooled-up machines commissioning activities• Guiding and executing the existing and new projects/machines.• Coordinating sundry collection activities with customers in co-ordination with our marketing offices.• To interact and guide channel partners in order to trap proper market.• To coordinate with major industries for procuring job orders and coordinate the production activities of the job orders in hand with the company's production department.
	Experience	<ul style="list-style-type: none">• Minimum 35 Years of expertise in machine tool industry with experience in the Sales & Servicing activities of Machine Tool Industry and in Guiding and executing the existing and new projects/machines.
Consolidated remuneration (per month)	Consolidated monthly emoluments will be fixed based on experience & expertise of the individual (or) as may be recommended by the selection committee	

GENERAL CONDITIONS:

1. Candidates who retired in the grade mentioned, and fulfill the criteria of qualification and experience in line need only apply.
2. The contract engagement will be temporary in nature. The contract will be initially for a period of One Year from the date of engagement strictly as per the terms of contract and the same can be extended or terminated based on the requirement of the Company /performance of the individual.
3. The contractual engagement will be for a specific period. The **Senior Adviser** so engaged will neither have any right nor lien on the job held by him/her and shall not claim any regular employment.
4. The **Senior Adviser** so engaged shall not construe it as a permanent employment and shall not be entitled to regular employment.
5. The engagement as **Senior Adviser** shall not be considered as a case of re-employment and shall not be counted as in the service for the purpose of pension or any other retirement benefits.
6. During the period of engagement, the **Senior Adviser** should not take up any assignment/jobs outside the Organization.
7. The **Senior Adviser** so engaged will be required to make his / her services be available on Holidays / weekends as and when called upon to do so in exigencies for which no additional remuneration be paid.
8. The Candidate should be below 63 years of age with minimum 12 months of consulting period as on the date of the application. The Total tenure of contractual engagement including extensions if any shall not exceed 4 years subject to upper age limit of 67 years.
9. The **Senior Adviser** will be paid a consolidated remuneration as specified above. Applicable statutory deductions, if any, will be deducted at source.
10. Selection will be made strictly on the basis of merit, past service record, aptitude and performance in the interview.
11. The engagement shall be subject to submission of medical fitness certificate, issued by a qualified Registered Medical Practitioner. Those who are medically unfit, the offer/engagement letter shall stand cancelled automatically.
12. The selected candidates shall submit a Non- Disclosure Agreement as per the prescribed format.
13. Vigilance clearance as applicable shall be sought for the selected candidates.
14. Satisfying all the above conditions, preference will be given to SC/ST/OBC/PWD/Minority Candidates as per the Presidential Directives.

15. If any information provided by the candidate is found to be false or not found in conformity with eligibility criteria mentioned in the advertisement, then the same will be liable for rejection at any stage of selection process or even after engagement.
16. The candidates shall have to appear for interview at their own cost. No TA/DA will be paid for attending the interview.
17. Number of vacancies notified may increase / decrease at the discretion of the Company & the decision of Management regarding selection will be final.
18. The Company also reserves the right to cancel / curtail / enlarge the recruitment process and/ or the selection process there under without any further notice and without assigning any reasons
19. Management reserves the right to call or not to call any /all of the candidates who have responded against this advertisement.
20. Management will not be responsible for delayed receipt / non- receipt of applications.
21. The decision of Management regarding selection will be final.
22. The legal jurisdiction will be Ernakulam in case of any dispute.
23. Applications should be made only in the prescribed application format given below. If required a separate sheet may be attached. Completed application forms along with copies of relevant documents should be submitted in person /by post / speed post to the

**Unit HR Chief,
HMT Machine Tools Ltd,
HMT Colony PO,
Kalamassery Pin-683503**

on or before 18.11.2023. Applications received thereafter will not be entertained.

-/Sd
Unit Chief

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(Please use BLOCK LETTERS ONLY)Affix Passport
Size
Photograph

APPLICATION FOR THE POST OF :							Advt. Ref.No. & Date:															
1	Name Mr. / Ms.																					
2	S/o, D/o, W/o																					
3	Address for communication (With PIN Code)																					
	Telephone Nos. with STD code		Office				Res															
	Mobile																					
	E-mail Ids		1																			
		2																				
4	Date of Birth								D	D	M	M	Y	Y	Y	Y	Age (as on date of application)		Y	Y	M	M
5	Caste/Category		SC	ST	OBC	GEN	PH	MINORITY	(Tick appropriate column)													
6	Qualification (Copies of all Marks Cards & Degree Certificates to be enclosed)																					
	Exam passed		Year of passing		Full/part time	Course duration		University / Institution				% of marks		Specialization								
7	Experience in HMT & its Subsidiary/units : (Details of nature of duties, may be given in ANNEXURE)																					
	HMT Ltd/Units		Designation (Specify grade)			Nature of duties				Period (Commencing from latest /present)						Pay & Pay scale						
										From		To		Duration								
										M	Y	M	Y	Y	M							
Certified that the information furnished above are true.																						
Place :															(Signature)							
Date :																						