



**Ref: MTP/HRM/Consultant/2024**

**Date:15.10.2024**

**Sub: Requirement of Consultant on contract basis**

Applications are invited for the post of Consultant on contractual engagement basis from professionally and technically qualified personnel having the requisite skill set and experience in the relevant area. The applicant should have superannuated from the services of any PSU/Autonomous body/Govt. Organization.

SL NO:	NAME OF THE POSITION	NO: OF POSTS
1	Consultant	1

Post Details:-

<b>Post:</b>	<b>Consultant</b>
No of engagement	1 (One)
Duration	1 year
Equivalent Position	Assistant. General Manager (PS VI Grade)
Qualification	DME (Diploma in Mechanical Engineering)
Location of Posting	Pinjore
Job Requirement	<ul style="list-style-type: none"><li>• Expertise in Foundry Operation and Foundry Production.</li><li>• Thorough knowledge of Production Cycle for foundry.</li><li>• Planning and allocating resources for foundry.</li><li>• Plan and Coordinate for timely supply of quality castings.</li></ul>
Experience	<ul style="list-style-type: none"><li>• Minimum 35 Years of expertise in Foundry Operation</li></ul>
Consolidated remuneration (per month)	Rs.35,500/- (Rupees Thirty Five Thousand and Five Hundred Only)

**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

3. The contractual engagement will be for a specific period. The **Consultant** 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 **Consultant** so engaged shall not construe it as a permanent employment and shall not be entitled to regular employment.
5. The engagement as **Consultant** 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 **Consultant** should not take up any assignment/jobs outside the Organization.
7. The **Consultant** 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 will be paid.
8. The Candidate should be below 63 years of age 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 **Consultant** 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 Panchkula 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,  
PINJORE Pin-134 101**

**on or before 08.11.2024** Applications received thereafter will not be entertained.

-/Sd  
**UnitChief**

**HMT MACHINE TOOLS LTD**

(Pinjore- 134101)

**(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	<b>Experience in HMT &amp; its Subsidiary/units :</b> <b>(Details of nature of duties, may be given in ANNEXURE)</b>														
	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 :															
Date :															
<b>(Signature)</b>															