



NMDC LIMITED

(A Government of India Enterprise)

“Khanij Bhavan”, 10-3-311/A, Masab Tank, Hyderabad-500028, INDIA.

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Employment Notification No. 08/2022

Date: 05.04.2022

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 is in the process of expansion and diversification activities both in India and abroad. NMDC is also setting up an Integrated Steel Plant at Nagarnar near Jagdalpur, Bastar District, Chhattisgarh State. The Steel Plant is going to be commissioned shortly.

2.0 For commissioning and subsequent operation & maintenance and other allied services of NMDC's Integrated Steel Plant (NISP) at Nagarnar, NMDC needs to engage persons having experience in various areas of Steel plant, Power Plant, Cement Plant, Chemical Plant etc such as Personnel & Administration, CSR, Law, Finance, Material Mgt, Contracts Mgt, Civil, Project, Environment, Fire Services, C&IT, Safety and Gas Safety. The candidates having experience in Steel plant, Power Plant, Cement Plant, Chemical Plant etc will be engaged on contract basis in NISP, Nagarnar Jagdalpur, Chhattisgarh initially for a term **upto 3 years**, which is extendable on mutual consent basis.

2.1 Minimum Eligibility Criteria will be as follows:

SL NO	POST	ESSENTIAL QULAFICATION	AGE AS ON LAST DATE OF APPLICATION
01	(A) PERSONNEL & ADMINISTRATION		
a	Executive-III (Contract)	i) Graduation ii) PG Degree/PG Diploma in Sociology/Social Work/Labour Welfare/Personnel Management/ IR /IRPM/HR/HRM or MBA (Personnel Management/HR /HRM) minimum of two years duration.	BELOW 65 YEARS
b	Executive-II (Contract)		
c	Executive-I(b) (Contract)		
d	Executive-I(a) (Contract)		
	(B) CSR		
e	Executive -II (Contract)	Graduate with 2 years PG in the following areas or social work with specialization in the following areas or PG Diploma in the following areas “Community Development/ Rural Development/ Community Organisation & Development practice/ Urban and Rural Community Development / Rural and Tribal Development/ Development Management/ Rural Development Management	BELOW 65 YEARS
f	Executive-I(b) (Contract)		
g	Executive-1(a) Contract		
	(C) LAW		
h	Executive-1(b) Contract	(i) Graduation (ii) Degree in Law (03 Years Duration)	BELOW 65 YEARS
i	Executive-1(a) Contract		

02 FINANCE			
a	Executive-II(Contract)	(i) Graduation (ii) CA/ICWA Or (i) Engineering Graduate with MBA (Fin.).	BELOW 65 YEARS
b	Executive-I (b) (Contract)		
c	Executive-I (a) (Contract)		
03 MATERIALS MANAGEMENT			
a.	Executive-III (Contract)	Degree in any branch of Engineering or Technology	BELOW 65 YEARS
b.	Executive-II (Contract)		
c.	Executive-I (b) (Contract)		
d.	Executive-I (a) (Contract)		
04 CONTRACTS MANAGEMENT			
a.	Executive-III (Contract)	Degree in any branch of Engineering or Technology	BELOW 65 YEARS
b.	Executive-II (Contract)		
c.	Executive-I (b) (Contract)		
d.	Executive-I (a) (Contract)		
05 CIVIL			
a	Executive-I (b) (Contract)	Degree in Civil Engineering	BELOW 65 YEARS
b	Executive-I (a) (Contract)		
06 PROJECT			
a	Executive-I (b) (Contract)	Degree in Civil Engineering	BELOW 65 YEARS
b	Executive-I (a) (Contract)		
07 ENVIRONMENT			
a	Executive-I (b) (Contract)	Degree in Civil/Chemical/Mining/Environment Engineering or PG Degree in Environmental Management/ Engineering /Environmental Science/Geology /Chemistry/ Botany Or PG Degree/Diploma in Environment Management (2 years duration) Or Doctorate in Environment Studies/Impact Assessment.	BELOW 65 YEARS
b	Executive-I (a) (Contract)		
08 FIRE SERVICES			
a	Executive-II (Contract)	(i)Degree in Mechanical/Electrical & Electronics Engineering	BELOW 65 YEARS
b	Executive-I (b) (Contract)	(ii) Degree/Diploma in Fire & Security Management/Fire Safety Engineering/ Certificate course in Fire & Safety Engineering or equivalent	
c	Executive-I (a) (Contract)		
09 COMPUTER & INFORMATION TECHNOLOGY			
a	Executive-I (b) (Contract)	Degree in Engineering in Computer & Information Technology/Computer Science /Information Science or M.C.A. Or B.E. / B.Tech (Computer/CS/IT) Or PG Diploma in Computer Application Programming/ Computer Management/Systems Management(two years duration)	BELOW 65 YEARS
b	Executive-I (a) (Contract)		

10	SAFETY		
a	Executive-III	Degree in any branch of Engineering or Technology along with Degree or Diploma in Industrial Safety	BELOW 65 YEARS
b	Executive-I(a)		
11	GAS SAFETY		
a	Executive-II	Degree in any branch of Engineering or Technology.	BELOW 65 YEARS

Reservation for SC/ST/OBC(NCL)/EWS/PwD & Ex-serviceman is as per Govt. of India guidelines.

3.0 Experience required:

Sl.No.	Name of the Post	Post Qualification Experience
a)	Executive-III(Contract)	Minimum 18 years relevant experience in concerned discipline in Executive cadre.
b)	Executive-II (Contract)	Minimum 12 years relevant experience in concerned discipline in Executive cadre.
c)	Executive-I (b) (Contract)	Minimum 06 years relevant experience in concerned discipline in Executive cadre.
d)	Executive-I (a) (Contract)	Minimum 04 years relevant experience in concerned discipline in Executive cadre.

4.0 Eligibility criteria:

- Candidate should be a citizen of India.
- Candidate should be from the service of Central/State Govt PSEs/ Private Sector Steel plant, Power Plant, Cement Plant, Chemical Plant etc and should possess requisite expertise in the concerned field.

5.0 Terms and conditions of contract:

- Interested person having experience in any one of the above areas can apply on line only.
- The period of contract** will be maximum upto **three years** initially or till the age of 65 years whichever is earlier. The initial agreed period can be extended based on performance and depending on the requirements, till the candidate attains the age of 65 years.
- Candidate's age should be below 65 years as on last date of application.
- Remuneration:** The selected candidates will be paid following consolidated remuneration mentioned against each contractual post and the same can be increased up to maximum 10% on annual basis in subsequent years based upon their performance.

SL. NO	POST	Salary per month (consolidated)
01	Executive-III(Contract)	Rs.1,50,000/-
02	Executive-II (Contract)	Rs.1,20,000/-
03	Executive-I (b) (Contract)	Rs.90,000/-
04	Executive-I (a) (Contract)	Rs. 60,000/-

- GST, as applicable, shall be borne by the company.
- The remuneration will be based on actual attendance and prorated deductions shall be made for their absence.
- Besides, they will be covered by a suitable Accidental Group Insurance for any accident occurred out of or in the course of employment during the period of their contract.
- Out patient expenses for self treatment @ Rs. 35,000/- per annum will also be paid

- i) The candidates selected must be medically fit and will be subject to medical fitness test at the Company's authorized medical hospital/centre.
- j) The engagement can be terminated by giving one months notice by either side. Once engaged, the candidate will not be allowed to take up any other assignment outside during the period of their engagement.
- k) **TA/DA:** In case of official tour, they will be eligible for TA/DA as applicable.
- l) **HRA:** HRA will be paid as applicable.
- m) **Leave:** The persons engaged on contract basis will be eligible for one day's Casual Leave per month limited to 12 days in a year. The CL can be availed within one Calendar year. The un-availed CL in a year cannot be carried forward. Encashment of CL is not permitted.
- n) They will be eligible for weekly day of rest and public holidays as per rules of the Corporation.
- o) **Working hours:** They will have minimum 8 hours working per day. If required, they will have to work in shifts also as per the instructions of Officers/ In-charge of NMDC Limited.
- p) Apart from the above, no other monetary benefit shall be admissible.

6.0 HOW TO APPLY: Application is to be made through online at NMDC Website i.e. career page of <http://www.nmdc.co.in/>

Sl.	Apply On-line mode
a.	The site will be available/activated from 10:00AM on 05.04.2022 to 25.04.2022 6.00 PM
b.	Helpline e-mail: nmdc@jobapply.int assist technical aspect of on-line mode will be available between 10.00 AM to 6.00 PM on all working days.
c.	Candidates are required to fill all the details in on-line and upload soft copies of photograph, all the relevant documents/certificates such as (i) Recent passport size photograph (ii) Signature (iii) Matriculation /10 th certificate (iv)Certificates in support of Qualification & Experience/ Service Certificate (v) Caste/Category Certificate, SC/ST/OBC(NCL)/EWS/ PwD/ (vi) Last salary drawn certificate etc. as applicable.
d.	For detailed notification along the candidates are advised to visit careers page of NMDC website i.e. www.nmdc.co.in
e.	Before registering in on-line mode, candidates are advised to read the instructions of notification carefully which will be available at NMDC website as mentioned at 5.0(a) above.
f.	Candidates are required to mention their date of birth and name as per Matriculation / 10 th class certificate issued by the recognized board. No other proof of date of birth and name shall be accepted.
g.	After Registration in online mode, the candidate is required to download the copy of filled in application form and keep the print out of Registration form generated by the online system, after successful registration.

7.0 Verification of Documents with Originals:-

The candidates who will be called for Interview are required to produce original documents/ testimonials, along with self-attested photo copies, in support of Age, Qualification, Experience, Caste, etc. for verification of their eligibility as per notification at the time of Interview. In case the candidate(s) do not produce / submit the required documents before attending Interview, the candidate(s) will not be permitted to attend the same. The decision of Management is final in this regard. The candidates are advised to carry the registration form at the time of Interview.

8.0 Selection procedure: Selection will be made by a duly constituted Committee through Walk- in- drive (interview) to assess their suitability.

8.1 The Walk-in Drive will be organized **in Raipur, Chattisgarh& Bhubaneswar, Odisha**. The date & time of Walk-In-Drive will be displayed in NMDC Website. The candidates who have registered successfully will be intimated through email and SMS only for attending Walk-In-Drive (Interview). The Walk-In-Drive (Interview) may be conducted in short notice, considering the requirement. No other communication will be sent to the candidates for Interview. NMDC will not be responsible for any loss of e-mail sent due to invalid/ wrong e-mail ID provided by the candidate.

9.0 The date of reckoning the age, qualification, experience etc. will be the closing date of the receipt of application as mentioned below at para 5(a).

10.0 While registering online for above post, the applicant should ensure that he/she fulfills all the eligibility and other criteria mentioned above as on the cutoff date and that the particulars furnished are correct in all respects. If the information provided by the candidate is found incorrect/incomplete or it is not in conformity with eligibility criteria as specified in the notification for the above post, the candidates are not allowed for Walk-in-Drive (Interview).

11.0 In case of deserving candidates, they may be offered higher post. Candidates may also be considered for a lower post in case they are found otherwise suitable depending on their qualification, experience, present position and performance in the interview.

12.0 No interim correspondence will be entertained on any account during recruitment process. **Canvassing in any form will be treated as disqualification.**

13.0 Candidates should retain their printed copy of application form as they can be asked to produce it for future reference.

14.0 Court of jurisdiction for any dispute will be at Hyderabad.

CGM (Pers.)
NMDC Limited, Masab Tank, Hyderabad.