

Engineers India Limited, a premier engineering consultancy and turnkey contracting organization executing projects on Lump-Sum Turnkey basis in the fields of refineries, petrochemicals, pipelines, offshore, metallurgy, infrastructure, fertilizers, etc., is looking for energetic and ambitious professionals. The company offers excellent opportunities for growth based on performance and potential in its various offices in India and abroad.

PROFESSIONALS WITH EXPERIENCE

(HRD/Rectt./Advt./2010-11/02)

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POSITIONS AVAILABLE

CODE	AREA
A & B	DESIGN ENGINEERING
10-11/02/A1	Piping
10-11/02/A2	Packaged Equipment
10-11/02/A3	Rotating Equipment
10-11/02/A4	General Civil
10-11/02/A5	Pipeline Engg. - Submarine
10-11/02/A6	Pipeline Engg.
10-11/02/A7	Civil / Structural
10-11/02/A8	Architecture
10-11/02/A9	Geo-Technical
10-11/02/B1	Ocean Engg.
10-11/02/B2	Instrumentation
10-11/02/B3	Geo-Physics (Officer)
10-11/02/B4	Mech. Engineer Analysis
10-11/02/B5	Geo-Physics (Sr. Officer)
C	CONSTRUCTION
10-11/02/C1	Civil
10-11/02/C2	Mechanical
10-11/02/C3	Electrical
10-11/02/C4	Instrumentation
10-11/02/C5	Construction Safety
10-11/02/C6	Warehouse (Dy. Manager)
10-11/02/C7	Welding
10-11/02/C8	Survey
10-11/02/C9	Warehouse (Manager)
D	PLANT OPERATION & SAFETY / ENVIRONMENT / R & D
10-11/02/D1	Plant Operation & Safety
10-11/02/D2	Environment (With M.Tech and PhD)
10-11/02/D3	Research & Development (Engineer)
10-11/02/D4	Research & Development (Sr. Engineer/Dy. Manager /Manager)
10-11/02/D5	Environment (With M.Phil and PhD)
E	INSPECTION / SHIPPING / INFRASTRUCTURE / MARKETING
10-11/02/E1	Inspection (Mechanical)
10-11/02/E2	Inspection (Instrumentation)
10-11/02/E3	Shipping (Officer / Sr. Officer)
10-11/02/E4	Infrastructure (Civil)
10-11/02/E5	Infrastructure (Electrical)
10-11/02/E6	Infrastructure (Mechanical)
10-11/02/E7	Marketing

10-11/02/E8	Shipping (Dy. Manager)
10-11/02/E9	Shipping (Manager)
10-11/02/E0	Shipping (Sr. Manager)
F	HR / CORPORATE COMMUNICATION/ CORPORATE PLANNING / QUALITY MANAGEMENT / LEGAL / RAJBHASHA
10-11/02/F1	HR- Training & Development
10-11/02/F2	Quality Management
10-11/02/F3	Corporate Communication (Sr. Officer / Dy. Manager)
10-11/02/F0	Corporate Communication (Manager)
10-11/02/F4	Corporate Planning (Engineering Graduate with MBA)
10-11/02/F5	Legal
10-11/02/F6	Rajbhasha (Hindi) – Jr. Hindi Translator
10-11/02/F7	Rajbhasha (Hindi) – Hindi Typist
10-11/02/F8	Corporate Planning (Post Graduate in Economics/ Business Economics /Commerce) – Sr. Officer & Dy. Manager
10-11/02/F9	Corporate Planning (Post Graduate in Economics/ Business Economics /Commerce) – Manager
G	DESIGN ENGINEERING (DRAFTSMAN)
10-11/02/G1	Structural
10-11/02/G2	Architecture
10-11/02/G3	General Civil
10-11/02/G4	Piping
10-11/02/G5	Packaged Equipment
10-11/02/G6	Pipeline Engg.
10-11/02/G7	Electrical & Instrumentation

POSTS AND ELIGIBILITY

- The cut-off date of post-qualification relevant experience and age is 01.04.2010.
- Where the qualifying examination is Graduation in Engineering / Post Graduation in Engg., / Masters of Business Administration (MBA) the candidates should have secured minimum 60 % or 6.5 CGPA in the qualifying examination and they should have passed the qualifying examination in the minimum period required.
- Candidates applying for Legal Department must have secured minimum 55% marks in their qualifying examination.

Minimum Post Qualification Relevant Experience (in years)	Designation	Positions Available in Areas	Upper age limit (in years)	Position Code
1	Engineer	Design Engineering	30	10-11/02/A4 10-11/02/A7
		R & D		10-11/02/D3
		Inspection		10-11/02/E1 10-11/02/E2
Nil	Engineer	Design Engineering	30	10-11/02/A9 10-11/02/B1
3	Officer (Geo Physics)			10-11/02/B3
4	Sr. Engineer	Design Engineering	35	10-11/02/A2 10-11/02/A4 10-11/02/A5 10-11/02/A6 10-11/02/A7
		Construction		10-11/02/C1 10-11/02/C2 10-11/02/C3 10-11/02/C4
		Inspection & Infrastructure		10-11/02/E1 10-11/02/E2 10-11/02/E4 10-11/02/E5 10-11/02/E6
3	Sr. Engineer	Design Engineering	35	10-11/02/A9 10-11/02/B1
		Research & Development		10-11/02/D4
7	Sr. Officer (Geo Physics)	Design Engineering		10-11/02/B5

Minimum Post Qualification Relevant Experience (in years)	Designation	Positions Available in Areas	Upper age limit (in years)	Position Code
8	Dy. Manager	Design Engineering	40	10-11/02/A1 10-11/02/A2 10-11/02/A3 10-11/02/A5 10-11/02/A6 10-11/02/A7 10-11/02/B2
		Construction		10-11/02/C1 10-11/02/C2 10-11/02/C3 10-11/02/C4 10-11/02/C5 10-11/02/C7 10-11/02/C8
		Inspection , Infrastructure Marketing		10-11/02/E1 10-11/02/E2 10-11/02/E4 10-11/02/E5 10-11/02/E7
		Quality Management		10-11/02/F2
7	Dy. Manager	Design Engineering	40	10-11/02/B1 10-11/02/B4
		R & D		10-11/02/D4

Minimum Post Qualification Relevant Experience (in years)	Designation	Positions Available in Areas	Upper age limit (in years)	Position Code
12	Manager	Design Engineering	45	10-11/02/A1 10-11/02/A3 10-11/02/A4 10-11/02/A7
		Construction		10-11/02/C1 10-11/02/C2 10-11/02/C3 10-11/02/C4 10-11/02/C5 10-11/02/C7 10-11/02/C8
		Infrastructure & Marketing	45	10-11/02/E4 10-11/02/E7
		Quality Management		10-11/02/F2
		11	Manager	Design Engineering
R & D	10-11/02/D4			
8	Manager	Environment	45	10-11/02/D2
12				10-11/02/D5
15	Sr. Manger	Design Engineering	45	10-11/02/A1 10-11/02/A4
		Plant Operation & Safety		10-11/02/D1
		Marketing		10-11/02/E7
		Quality Management		10-11/02/F2
11	Sr. Manager	Environment	45	10-11/02/D2
15				10-11/02/D5

Minimum Post Qualification Relevant Experience (in years)	Designation	Positions Available in Areas	Upper age limit (in years)	Position Code
17	AGM	Plant Operation & Safety and HR – Training & Development	45	10-11/02/D1 10-11/02/F1
18 (at least five years in Sr. Management position)	DGM			10-11/02/D1 10-11/02/F1
1	Architect	Architecture	30	10-11/02/A8
4	Sr. Architect		35	10-11/02/A8
15	Sr. Manager	Legal	45	10-11/02/F5
17	Asst. General Manager		45	10-11/02/F5
18 (at least five years in Sr. Management position)	Dy. General Manager		45	10-11/02/F5
4	Sr. Officer	Corporate Communication & Corporate Planning	35	10-11/02/F3 10-11/02/F4 10-11/02/F8
8	Dy. Manager		40	10-11/02/F3 10-11/02/F4 10-11/02/F8
12	Manager		45	10-11/02/F4
13			45	10-11/02/F0 10-11/02/F9
6	Officer	Shipping	35	10-11/02/E3
10	Sr. Officer		38	
15	Dy. Manager		40	10-11/02/E8
20	Manager		45	10-11/02/E9
26	Sr. Manager		45	10-11/02/E0

Minimum Post Qualification Relevant Experience (in years)	Designation	Positions Available in Areas	Upper age limit (in years)	Position Code
2	Jr. Hindi Translator	Rajbhasha (Hindi)	30	10-11/02/F6
1	Hindi Typist		30	10-11/02/F7
2 Years to 14 Years	Draftsman	Design Engineering	35	10-11/02/G1 10-11/02/G2 10-11/02/G3 10-11/02/G4 10-11/02/G5 10-11/02/G6 10-11/02/G7
17	Dy. Manager	Construction- Ware house	40	10-11/02/C6
22	Manager		45	10-11/02/C9

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• **CONCESSIONS/RELAXATIONS**

- Upper age limit is relaxable by 5 years for SC/ST candidates and 3 years for Other Backward Classes (OBC) – non creamy layer candidates.
- Upper age limit for Persons with Disabilities (PD) candidates is relaxable by 10 years for the post of Jr. Hindi Translator & Hindi Typist and Upper age limit is relaxable by 5 years for other posts. Persons with 40% or more Disabilities shall be eligible for relaxation.
- **Post-graduates in engineering will be given relaxation in experience by one year where minimum requirement of qualification is B.E / B.Tech / BSc.(Engg.)**
- **Ph.D in engineering will be given relaxation in experience by four years year where minimum requirement of qualification is B.E / B.Tech / BSc.(Engg.) and by three years where minimum requirement of qualification is M.E / M.Tech / M.Sc.(Engg.)**
- **Six** posts are reserved for Persons with Disabilities in the level of Engineer / Officer / Architect, Sr. Engineer / Sr. Officer / Sr. Architect, Dy. Manager, Manager, Sr. Manager, Asst. General Manager, Dy. General Manager, Jr. Draftsman- Grade-II / Jr. Draftsman-Grade-I / Jr. Draftsman / Draftsman, Jr Hindi Translator & Hindi Typist. PD candidates in any of the three categories (Blindness or Low Vision; Hearing Impaired; and Locomoter disability or Cerebral Palsy) are eligible to apply. However persons with Disabilities in any of the three categories are also eligible to apply in all other posts.
- Upper age limit is relaxable for Departmental candidates.
- Reservation of posts for SC/ST/OBC (non creamy layer)/PD candidates will be as per presidential directives.
- Upper age limit is relaxable for children / family members of those who died in the year 1984 riots subject to production of certificate from the competent authority.
- Upper age limit is relaxable for Ex-Servicemen.

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- **EMOLUMENTS**

Designation	Pay Scale (Rs.)	Total CTC (approx) p.a in Rs
Engineer / Architect / Officer	20600-46500	6.40 lacs
Sr. Engineer / Sr. Architect / Sr. Officer	24900- 50500	7.80 lacs
Deputy Manager	32900-58000	10.30 lacs
Manager	36600 – 62000	11.50 lacs
Sr. Manager / Asst. General Manager	43200 - 66000	13.50 lacs
Dy. General Manager	51300 - 73000	16.10 lacs
Jr. Hindi Translator (L-7)	6300 – 13000*	3.81 lacs
Hindi Typist (L-5)	5400 – 10850*	3.30 lacs
*Draftsman #	5000 – 9800 / 5400 – 10850 / 5800 – 11800 / 6300 – 13000 / 6700 - 13700	3.05 lacs 3.30 lacs 3.51 lacs 3.81 lacs 4.19 lacs

* Pay Scales are due for upward revision w.e.f 01.01.2007 and accordingly CTC will be revised.

Suitable pay scale and designation (i.e Jr. Draftsman- Grade-II / Jr. Draftsman- Grade-I / Jr. Draftsman / Draftsman) will be offered to candidates depending upon qualification, experience & performance in the Skill Test / interview.

- **PLACE OF POSTING**

The place of posting may be at Head Office New Delhi / Gurgaon, Regional Offices at Chennai, Vadodara, Kolkata, Inspection Offices, Construction Sites etc.

Jr. Hindi Translator / Hindi Typist are presently likely to be posted at Various Regional Offices / Branch Offices etc.

However the place of posting can be anywhere in India and Abroad depending upon the exigency of work.

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- **MODE OF SELECTION**

The mode of selection for the position of **Jr. Hindi Translator / Hindi Typist / Draftsman will be through Skill Test and Interview**. Those candidates who will pass the Skill Test will be allowed to appear of interview. The selection for all other posts will be through interview only.

- **GENERAL INSTRUCTIONS**

1. Online submission of application will be permitted on the website between 0000 hrs on **21.04.2010 till 2400 hrs on 15.05.2010**.
2. The e-mail address specified in the application should be valid/ functional for at least 24 months from the date of the submission of application. **Intimation for Skill Test / interview shall be sent by email. Kindly ensure that your email is valid and operational.**
3. EIL may restrict the no. of candidates to be called for Skill Test / interview. Only short-listed candidates will be informed for further Skill Test / Interview.
4. Candidates should take print out and retain a copy of online filled in application form(s) for future reference.
5. Copy of the filled in application **is not to be sent by post**. The print out of application should be retained by candidate & four copies of the application is required to be submitted **at the time of Skill Test / Interview**.
6. Those short listed for **Skill Test /Interview** shall be intimated through e-mail. They are required to bring the following original certificates along with attested photocopies as documentary proof at the time of **Skill Test/ Interview**.
 - Proof of Age,
 - Educational Qualifications,
 - Service Certificate of past employment & proof of date of joining & its continuity in the present Organization

- Last Salary Certificate (if applicable).
- Attested copy of Scheduled Caste/ Scheduled Tribe/ Other Backward Class (OBC)/ Persons with Disability (PD) certificate, if applicable from the competent authority. OBC certificate produced by candidates should clearly indicate that they do not belong to creamy layer.

In the absence of any of the above documents, the candidate will not be allowed to appear for Skill Test / interview and in that case no travel expenses shall be reimbursed.

7. **Only those who meet the prescribed eligibility criteria need apply.** If at any stage, it is found that the candidate does not meet the prescribed eligibility criteria, he/she will be disqualified. EIL reserves the right to reject any application without assigning any reason.
8. In case it is found at any stage that the candidate is **neither meeting the requirements as laid down in the advertisement nor has given correct information while filling up the on-line application form**, his/her candidature shall be **cancelled** and in that case no traveling expenses shall be reimbursed.
9. Candidates called for **Skill Test / Interview** for the post of **Jr. Hindi Translator / Hindi Typist / Engineer/Architect /Officer** shall be reimbursed to & fro 2nd class rail fare and for **Sr. Engineer / Sr. Architect/ Sr. Officer/ Dy. Manager / Manager /Sr. Manager / Asst. General Manager / Deputy General Manager** to & fro rail fare limited to AC II Tier or equivalent from the **mailing address mentioned in the on-line application form** to the venue of Skill Test / interview by the shortest route as per rules.
10. The candidate will be required to fill in the Travelling Allowance (TA) form at the **Skill Test / Interview** centre and submit proof for travel undertaken.
11. EIL shall not be responsible for any loss of email/communication letter sent, due to invalid/wrong email id/wrong postal address/postal delays/loss in transit etc. No request in this regard will be entertained.
12. Court of jurisdiction for any dispute will be at Delhi.
13. EIL reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.

14. Eligible candidates whose children / family members have died in the 1984 riots shall be given due consideration in recruitment.
15. In case a candidate wishes to apply in more than one area, he should fill separate applications for each post/area. All applications should be complete in all respects, as each will bear separate registration number.
16. Provisions of the Persons with Disability Act for 3% reservation are being complied with.
17. Screening and selection will be based on the details provided, hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong / false information will be a disqualification and EIL will **NOT** be responsible for any consequence of furnishing of such wrong/false information.
18. The applicant should essentially have proficiency in computer knowledge/working in the job.
19. Those working in PSUs must be in the pay-scale of Rs 17500 – 22300 (Pre-Revised) / Rs.36600-62000 (revised) to apply for the post of Sr. Manager, in the pay-scale of Rs 18500 – 23900 (Pre-Revised) / Rs.43200 - 66000 (revised) to apply for the post of Asst. General Manager and in the pay-scale of Rs 19000 – 24750 (Pre-Revised) / Rs.43200 - 66000 (revised) to apply for the post of Dy. General Manager (IDA pattern or equivalent).
20. Candidates who were interviewed during last one year need not apply for the same level or post .
21. No. of vacancies mentioned in the advertisement are tentative, which may vary.

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- **STEPS FOR APPLYING**

STEP 1: Applications should be made online in the format available on our website.

STEP 2: Read CAREFULLY all the instructions given on the website.

STEP 3: Fill in the online form with all the **relevant correct details**.

STEP 4: The candidates are requested **not to send** the print out of the registered application form filled on line. They have to keep copy of the online filled in application form for future reference.

STEP 5: **The cut-off date of post-qualification relevant experience and upper age is 01.04.2010.**

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- **JOB SPECIFICATION**

CODE – 10-11/02/A1

PIPING (Dy. Manager/Manager/Sr.Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline having experience in stress analysis using ceaser II software/piping layout/material specifications & material procurement. Knowledge of ANSI B31.3 is essential.

CODE – 10-11/02/A2

PACKAGE EQUIPMENT (Sr. Engineer/ Dy. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline having experience in design /Engineering of :

- (A) Process Package Systems like Cryogenic Air Separation Plant, Instrument Air Dryers, Gas/Liquid Dryers, Rotary Drum Dryers, Polymer Extruder and Pelletizer, Pneumatic Conveying Systems, Polymer Centrifuge, Membrane Separation Systems, Vapor Recovery Systems, Cyclone Separators, Wet and Dry Scrubbers, Different types of Specialized Filtration Packages etc. for Oil, Gas and Petrochemical Industry.
- (B) Co-generation Combined Cycle Power Plants and different types of Gas/Liquid Fuel fired HRSGs/Boilers including System Configuration, Optimization, Heat & Mass Balance, controls and safety interlocks etc.
- (C) Bulk Material Handling and Mineral Processing systems, sizing / selection of Crushing, Grinding, Screening, Classification systems.
- (D) HVAC Systems, Sizing, selection of different type of air-conditioning systems

Essential Requirements for all the above areas.

The candidate should have experience of System Configuration, preparation of Process Flow Diagrams, P&IDs, Plant & Equipment layouts etc. Related experience in engineering consultancy organization will be preferred.

CODE – 10-11/02/A3

ROTATING EQUIPMENT (Dy. Manager/Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline having experience in rotating machinery design,application engg.,specifying rotating machinery for large Oil & Gas /Mettallurgical industry,thorough knowledge about the aspects of detail engg. and maintenace aspects,Specific familiarity with national and International codes i.e API codes as used for rotating machinery,and technical specifications of leading engg companies is a must.Experience in engineering companies operating in Oil & Gas industry shall be preffered.

CODE – 10-11/02/A4

GENERAL CIVIL (Engineer/ Sr. Engineer/ Manager/Sr.Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Civil discipline having experience in development of Plot Plan for Industry, design and detailing of Site development work, Water sourcing and Water supply/ distribution system, Sanitary sewer and Industrial waste collection system/ Active Fire protection system and gaseous system according to OISD Standard, TAC Rules and NFPA Standards for Industrial Projects. (Minimum 1 year experience in Hydrocarbon Refinery/ Petrochemical/ Chemical/ Fertilizer/ Metallaurgical Projects is essential).

CODE – 10-11/02/A5

PIPELINE ENGINEERING – SUB MARINE (Sr. Engineer/ Dy. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline having professional experience in design and detail engineering of Submarine Pipeline &Riser System using International standards like DNV, ASME and using commercial softwares.

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CODE – 10-11/02/A6

PIPELINE ENGINEERING (Sr. Engineer/ Dy. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline having relevant experience in design and detail engineering of Onshore Cross Country Pipeline Systems as per ASME B31.4 , 31.8 standards including experience in stress analysis using Ceaser softwares / alignment sheet / Piping Layout /&GADs / Material Specification and Material Procurement .

CODE – 10-11/02/A7

CIVIL/STRUCTURAL (Engineer/ Sr. Engineer/ Dy. Manager/Manager)

Engineering Graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Civil / Structural Engineering having relevant experience in Analysis (using STAAD/STRAP/ FEM softwares), Design and detailing of RCC and Structural Steel work for Industrial / infra structure Project in Hydrocarbon Refinery/ Petrochemical/ Chemical/ Fertilizer/ Metallurgical Projects . Minimum 1 year experience in 3D Modelling in PDS/ PDMS is preferred for the post of Engineer / Sr. Engineer.

CODE – 10-11/02/A8

ARCHITECTURE (Architect/Sr. Architect)

Graduate in Architecture (having B. Arch Degree from a “ Council of Architecture” recognized University) with valid registration with “ Council of Architecture” having experience in design ,detailing, documentations, bill of quantities, etc of industrial ,commercial buildings and having knowledge of AutoCAD , MS Office etc.. Proficiency in 3D modeling and knowledge of green building design will be desirable.

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CODE – 10-11/02/A9

GEO-TECHNICAL (Engineer/ Sr. Engineer)

Candidates with M.E/M.Tech in soil mechanics/Geo-technical/foundation engineering having relevant experience in Onshore/ Offshore Geo technical field and laboratory investigation, interpretation of data and Geotechnical recommendation.

CODE – 10-11/02/B1

OCEAN ENGINEERING (Engineer/Sr.Engineer/Dy. Mananger/Manager)

Candidates with M.Tech. in Civil/Structural/Offshore structure/Ocean Engineering, M.Tech in Mechanical / Applied mechanic/FEA/Vibration having experience in conceptualizing, analysis and design of Offshore Structure (topside and/or substructure) using softwares SACS/ SESAM/ FEA. Experience in Offshore Survey, GRL Weap , 3D Modeling preferred

CODE – 10-11/02/B2

INSTRUMENTATION (Dy. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Electronics & Communication/Telecommunication having relevant experience in design of telecommunication systems with SDH/ microwave/ VHF/ V-SAT system networks. Knowledge of various communication protocols is essential.

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CODE – 10-11/02/B3 & CODE – 10-11/02/B5

GEO PHYSICS (Officer/Sr. Officer)

Candidates with M. Tech / M.Sc Tech in Geo Physics/Marine Geo Physics/Exploration geo Physics/Applied Geo-Physics having relevant experience in Onshore/ Offshore Geophysical exploration and interpretation of data.

CODE – 10-11/02/B4

MECHANICAL ENGINEER ANALYSIS (Dy. Manager/Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline with M.Tech. in offshore structure/applied mechanics/FEA/Vibration having relevant experience in stress analysis and design of Static Equipments / Piping / FEM analysis of nozzle, equipment using FEM softwares like ABACUS/FePipe/ Ansys/ Ceaser etc

CODE – 10-11/02/C1 / CODE – 10-11/02/C2 / CODE – 10-11/02/C3 / CODE – 10-11/02/C4

**CONSTRUCTION—CIVIL / MECHANICAL / ELECTRICAL / INSTRUMENTATION
(Sr. Engineer/ Dy. Manager/Manager)**

Engineering graduates i.e B.E./ B.Tech / B.Sc. (Engg.) in Civil/ Mechanical/ Electrical/ Instrumentation/ Electronics & Communication discipline having relevant experience in construction related activities i.e., supervision of construction works involving RCC foundations/ structures for heavy equipments, vessels, buildings, road works, welding / NDT, erection of pipes, storage tankages, vessels, motors, transformers, control panel, cabling, field and control room instruments, testing and calibration etc in respect of petroleum refineries, petrochemical plants etc.

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CODE – 10-11/02/C5

CONSTRUCTION—SAFETY (Dy. Manager/Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) with additional qualification of Degree / Diploma in Industrial Safety with at least one paper in construction Safety having experience in various project construction sites like refinery, petrochemicals, Fertilizer / Chemicals, Oil & Gas etc. Candidates having knowledge of local languages will be preferred.

CODE – 10-11/02/C6

CONSTRUCTION—WAREHOUSE (Dy. Manager)

Graduate in Arts / Commerce / Science or Diploma in Engineering having relevant experience In Warehousing / Stores management function at Construction Site of a large refinery, Petrochemicals, Chemical, Fertilizer, Power Plant Project. Candidates must have working experience in Computer environment and preferably should have exposure to SAP system. Candidates should have experience in liaison and handling of insurance claims, VAT, LC handling, material receipts /issues, maintenance of records, despatches and operational familiarity in mechanical and electrical equipments/items required for chemical processing plants etc. Additional qualification of Diploma in Materials Management from a reputed institute will be preferred. **Out of the total experience at least 3 years should be in a responsible position of a large industrial store.**

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CODE – 10-11/02/C7

CONSTRUCTION—WELDING (Dy. Manager/Manager)

Engineering Graduates in Mechanical/ Metallurgy/ Production / Material Science discipline having experience of working in pressure vessel / offshore fabrication shop or construction site of a petroleum refinery, petrochemical, power plant, chemical plant or a fertilizer plant. AWS welding inspector or CSWIP Certification and/or Level II/III in RT/UT will be an added advantage.

The candidate should be able to Review WPS, witness PQR and welder qualification tests. Ability to interpret piping / tankages radiographs is must. Knowledge of international codes like ASME, ASTM, API required.

CODE – 10-11/02/C8

CONSTRUCTION—SURVEY (Dy. Manager/Manager)

Engineering Graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Civil discipline having relevant experience in Survey works. He should have handled Topographical survey of grass root project/Pipe line route survey/survey works of layout of roads, equipment foundations etc. in Mega projects like refinery, petrochemicals, oil and gas processing plants, fertilizers, ferrous and non-ferrous industries etc.. Candidate should be well conversant with the use of latest survey instruments like Total station, Theodolite, leveling instruments, GPS etc.

CODE – 10-11/02/C9

CONSTRUCTION—WAREHOUSE (Manager)

Graduate in Arts / Commerce / Science or Diploma in Engineering having relevant experience In Warehousing / Stores management function at Construction Site of a large refinery, Petrochemicals, Chemical, Fertilizer, Power Plant Project. Candidates must have working experience in Computer environment and preferably should have exposure to SAP system. Candidates should have experience in liaison and handling of insurance claims, VAT, LC handling, material receipts /issues, maintenance of records, despatches and operational familiarity in

mechanical and electrical equipments/items required for chemical processing plants etc. Additional qualification of Diploma in Materials Management from a reputed institute will be preferred. **Out of the total experience at least 3 years should be in a responsible position of a large industrial store.**

CODE – 10-11/02/D1

PLANT OPERATIONS & SAFETY (Sr. Manager/AGM/DGM)

Engineering Graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Chemical discipline having relevant experience of working in process units of refinery, petrochemical plants, oil & gas production facilities and should have relevant

experience of working on the design/engineering of Gas / Naphtha Cracker unit and in simulation of chill down and recovery section of Gas / Naphtha Cracker and preparation of feasibility reports etc. or should also have relevant experience of working in operations & technical support services and commissioning of Hydrocarbon processing units or from consultancy organisations; should be fully conversant with usage of software packages and be able to work with a team of engineers in activities related to technology selection, process design, engineering support and troubleshooting. Familiarity in Gas Processing Facilities, Process Simulation and general Process Design/Technical Service Activities, Hazop, Risk Analysis is desirable.

CODE – 10-11/02/D2 & CODE – 10-11/02/D5

ENVIRONMENT (Manager/Sr.Manager)

Candidates with M.Tech. /M.Phil in environment with Ph.D having background in air pollution dispersion and control. Beside this , the person should be a known expert in the field having experience in carrying out EIA and should have conducted at least ten EIAs for category 'A' industries. The person should have knowledge of Air pollution modeling and should have worked on prediction software like TANKS, AP 42 and dispersion softwares such as SCREEN 3D,AERMOD,

ISCST3, NOISE and have experience of working in hydrocarbon sector. The person should have participated in Public hearing the should have successfully defended EIA report in MoEF and also have knowledge of Envid (Environmental Identification). Experience in the field of Waste Management including formulation of waste management plan is an added advantage.

CODE – 10-11/02/D3 & CODE – 10-11/02/D4

RESEARCH & DEVELOPMENT (Engineer / Sr. Engineer/Dy. Manager / Manager)

Engineering Graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Chemical Engg. for the post of Engineer and M.E / M.Tech in Chemical Engg. for Sr. Engineer/Dy. Manager / Manager having excellent academic record and requisite R & D experience preferably in the areas of process modeling & simulation, Computational Fluid Dynamics (CFD), distillation, extraction, advanced separation processes, heat transfer, thermal conversion processes, catalytic conversion processes, biotechnology and catalyst development. R&D experience in refining / petrochemicals / gas processing industry would be an added advantage.

CODE – 10-11/02/E1

Inspection - Mechanical --(Engineer/Sr. Engineer/ Dy. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical discipline having relevant experience in inspection & expediting of mechanical items such as fabricated equipments like pressure vessels / columns / heat exchanger, rotating equipment etc.

CODE – 10-11/02/E2

Inspection Instrumentation --(Engineer/Sr. Engineer/ Dy. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Instrumentation discipline having relevant experience in inspection of DCS, PLC, control valves, transmitters.

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CODE – 10-11/02/E3

SHIPPING (OFFICER/SR. OFFICER)

Graduate in any discipline with knowledge & experience in Logistics activities specifically conversant in Customs Clearance, Port & Air Cargo formalities pertaining to Imports under different Concessional duty schemes. The candidate should be fully conversant with Customs Procedures, rules & regulations & Exim Policy, movement of Over Dimensioned & Overweight Consignments & related procedures as well as Multi-modal Transportation formalities, Handling Insurance matters, Processing of claims through various related agencies. The incumbent should have handled the above jobs independently in the Import/Logistics division of a reputed Organization. Candidates with Post Graduate degree in logistics from NMIS/IIMM/M.B.A from other reported institutes will be preferred.

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CODE – 10-11/02/E4 , CODE – 10-11/02/E5 & CODE – 10-11/02/E6

INFRASTRUCTURE (CIVIL) - (Sr. Engineer/ Dy. Manager/Manager)

INFRASTRUCTURE (ELECTRICAL) - (Sr. Engineer/ Dy. Manager)

INFRASTRUCTURE (MECHANICAL) - (Sr. Engineer)

Engineering Graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Civil/ Electrical/ Mechanical disciplines having relevant experience in Urban Development Projects like Buildings, Highways, Bridges, Airports and Sustainable Environment Development Projects including Water Supply & Sewerage and Solid waste Management Projects etc

CODE – 10-11/02/E7

MARKETING (DY. MANGER / MANAGER /SR. MANGER)

Engineering Graduate i.e B.E./ B.Tech / B.Sc. (Engg.) preferably in Chemical / Mechanical discipline having relevant experience in scanning of business opportunities, developing marketing plans, commitment to targets / deadlines, interaction with clients, responding to client's needs in the competitive and challenging environment, negotiating and concluding contracts, for consultancy and EPC projects. bidding for LSTK Projects within India and abroad. Candidates should have relevant experience in Oil and Gas Industry.

Candidates who are self motivated, creative, having business acumen and analytical thinking need apply. The prospective candidates should also have exposure to market survey, developing marketing plans and strategies for achieving organizational goals, besides having good communication and IT skills. Candidate should have commitment to targets/deadlines and should be willing to travel within India and abroad. Candidates with Masters in Business Administration (specialization in Marketing) would be preferred.

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CODE – 10-11/02/E8 , CODE – 10-11/02/E9 CODE – 10-11/02/E0

SHIPPING (DY.MANAGER/MANAGER/SR.MANAGER)

Graduate in any discipline with knowledge & experience in Logistics activities specifically conversant in Customs Clearance, Port & Air Cargo formalities pertaining to Imports under different Concessional duty schemes. The candidate should be fully conversant with Customs Procedures, rules & regulations & Exim Policy, movement of Over Dimensioned & Overweight Consignments & related procedures as well as Multi-modal Transportation formalities, Handling Insurance matters, Processing of claims through various related agencies. The incumbent should have handled the above jobs independently in the Import/Logistics division of a reputed Organization. Candidates with Post Graduate degree in logistics from NMIS/IIMM/M.B.A from other reported institutes will be preferred.

CODE – 10-11/02/F1

HR- TRAINING & DEVELOPMENT (Asst. General Manager / Dy. General Manager)

The candidate should possess Degree in Engineering/ MBA Degree with HR specialization (except obtained through correspondence) /Post Graduate degree in Social Work with specialization in Personnel Management & Labour Welfare or equivalent and should possess relevant post-qualification experience in a large organization. . Degree in law in addition to Engineering/MBA/ Post Graduate degree will be preferred.

The incumbent will be responsible for

- Strategising, planning, co-ordinating & monitoring of the entire training function
- Conceptualization, Structuring, Facilitating and Delivering Training Programs
- Content Management, Modules Development and Customization.
- Planning, Managing and Implementing Training Schedules
- Creating and Managing Training Calendar
- Conducting Training Needs Analysis
- Identifying Training Development Requirements with functional Heads
- Procuring and Building Appropriate Training Solutions
- Customizing Training Interventions
- Managing Leadership development Programs
- Developing Learning Paths/Career Paths
- Developing Internal Training Resources
- Vendor Management

CODE – 10-11/02/F2

QUALITY MANGEMENT - (Dy. Manager/Manager/Sr. Manager)

Engineering graduate i.e B.E./ B.Tech / B.Sc. (Engg.) in Mechanical/ Electrical/ Chemical/ Instrumentation discipline having relevant experience in engineering and project management in design or engineering/project management/ procurement/Inspection/Construction functions.

Candidate should have experience in :

- Preparation of Project specific Quality plans and monitoring its implementation in projects, including project specific QMS audits, reporting, follow up for corrective action etc.
- Generation/revision/control of QMS documents.
- Conducting quality system audits
- Collection, analysis and processing of feedback for improvement of system and processes.
- Activities related to Risk Management viz assistance in risk identification and mitigation plan, risk compliance testing, management reporting etc.
- QMS/ERM training

Experience in development/documenting and implementation of QMS, as per ;ISO 9000 standard and exposure in enterprise risk management is desirable.

CODE – 10-11/02/F3 & CODE – 10-11/02/F0

CORPORATE COMMUNICATION (Sr. Officer / Dy. Manager / Manager)

Candidates with Post Graduate (Full Time) in Journalism / Mass Communication or MBA (except obtained through correspondence) with Specialization in Mass Communication / Journalism / Public Relations from Recognized University / Institute having experience in Government or established industry and knowledge of Print Media, Compute application, use of Electronics media, organizing exhibitions and publicity campaigns will be an added advantage.

CODE – 10-11/02/F4, CODE – 10-11/02/F8 & CODE – 10-11/02/F9

CORPORATE PLANNING (Sr. Officer / Dy. Manager / Manager)

Engineering Graduates with MBA (except obtained through correspondence) or Post Graduate Economics / Business Economics / Commerce preferably with MBA/PGDBM (except obtained through correspondence) from a reputed institute having relevant experience in corporate planning or project management or marketing in the energy sector. Candidates having analytical skills and macro understanding of the energy sector and economic development issues would be preferred.

CODE – 10-11/02/F5

LEGAL (Sr. Manager / Asst. General Manager / Dy. General Manager)

Candidate should have Degree in law from recognized University / Institute in India: should possess thorough knowledge of Law of contracts, Constitutional law, Sales of goods act, IPR laws, Arbitration & conciliation, Industrial law, Petroleum laws, Corporate laws, Land acquisition, Clause 49 of listing agreement, Competition act, MRTP, Consumer protection act, Foreign exchange regulation Act, Foreign contribution (Regulation) Act, Foreign trade (development & Regulation) Act, Law of Customs & Central Excise, service laws pertaining to PSUs, Taxation and Commercial laws, International laws pertaining to registration of corporate offices abroad, setting-up of joint ventures / Consortium/ Amalgamation & restructuring; Should have flair for legal research and excellent communications skills.

Candidates should have hands on experience of drafting / vetting of writ petition / replies / SLPS / LPAs on service matters, Contract matters, Suits & plaints, Claims & Counter-Claims pertaining to Commercial Disputes, Incorporation of Joint Ventures, Joint bidding, Licensing agreement, Secrecy & non-disclosure agreements, Compliance of IPR Laws and Clause 49 of listing agreement of SEBI. Render in house legal advice on all legal issues, service law & disciplinary matters. Should have

adequate experience of effective interface with various departmental heads and senior advocates. Experience in dealing with land acquisition and documentation pertaining to various statutory obligations under Industrial law as applicable to EPCC contractors of Hydro-carbon Industries would be added advantage.

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CODE – 10-11/02/F6

RAJBHASHA –HINDI (Jr. Hindi Translator)

Candidates with Master Degree from a recognized University in Hindi/English with English/Hindi as a main subject at Degree level or Master Degree of a recognized University in any subject with Hindi and English as main subjects at Degree level. Candidates should also have recognized Diploma/Certificate course in translation from Hindi to English and vice -versa or two years experience of translation work from Hindi to English and vice-versa in Central/State Govt. Offices including Govt. of India undertaking. Preference will be given to the candidates having computer knowledge(MS Office, Excel & Power Point) and Knowledge of online translation through internet.

CODE – 10-11/02/F7

RAJBHASHA –HINDI (Hindi Typist)

Candidates with Graduate Degree with 30 w.p.m speed in Hindi typing and having knowledge in computer. Preference will be given to the candidate having Hindi and English as main subjects at Degree level and knowing bilingual typing (English &Hindi).

CODE – 10-11/02/G1

DRAFTSMAN (STRUCTURAL)

Candidates with Diploma in Civil Engg. / ITI Certificate Course in Draftsmanship (Civil) from recognized Institute of Govt. of India having experience in Drafting Structural with experience in Drafting in AutoCAD and / or micro station. Experience in PDS / PDMS for 3D Modeling will be preferred.

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CODE – 10-11/02/G2

DRAFTSMAN (ARCHITECTURE)

Candidates with Diploma in Architecture / ITI Certificate Course in Draftsmanship (Civil) from recognized Institute of Govt. of India having experience in Drafting AutoCAD / Architectural software.

CODE – 10-11/02/G3

DRAFTSMAN (GENERAL CIVIL)

Candidates with Diploma in Civil Engg. / ITI Certificate Course in Draftsmanship (Civil) from recognized Institute of Govt. of India having experience in drafting (Civil/ Underground Piping) with Experience in drafting in AutoCad and/or Microstation. Experience in PDS/ PDMS for 3D Modeling will be preferred.

CODE – 10-11/02/G4

DRAFTSMAN (PIPING)

Candidates with Diploma in Mechanical Engg. / ITI Certificate Course in Draftsmanship (Mechanical) from recognized Institute of Govt. of India having experience in drafting (Pipe Line/ Equipment) with Experience in drafting in AutoCad and/or Microstation. Experience in PDS/ PDMS for 3D Modeling will be preferred

CODE – 10-11/02/G5

DRAFTSMAN (PACKAGED EQUIPMENT)

Candidates with Diploma in Mechanical / ITI Certificate Course in Draftsmanship (Mechanical) Engg. from recognized Institute of Govt. of India having experience in design/drafting (AutoCAD) & checking of layouts and detailed drawings for material handling systems, mineral processing plants, Pneumatic Conveying systems, HVAC layouts etc.

CODE – 10-11/02/G6

DRAFTSMAN (PIPELINE ENGG.)

Candidates with Diploma in Mechanical Engg./ ITI Certificate Course in Draftsmanship (Mechanical) from recognized Institute of Govt. of India having experience in drafting (Pipe Line layout/GADs) with Experience in drafting in AutoCad . Experience in PDS/ PDMS for 3D Modeling will be preferred.

CODE – 10-11/02/G7

DRAFTSMAN (ELECTRICAL & INSTRUMENTATION)

Candidates with Diploma in Electrical or Mechanical Engg. / ITI Certificate Course in Draftsmanship (Electrical or Mechanical) from recognized Institute of Govt. of India having experience in drafting in AutoCad.

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