

[A Government of India Enterprise]
Needs Professionals
For its different businesses and functions

THE COMPANY

Balmer Lawrie, a public sector company under the Ministry of Petroleum & Natural Gas, is a professionally managed, multi-location, diversified conglomerate having presence in manufacturing as well as services sectors, with a consistent track record of growth and profitability. High standards of customer service, innovative outlook and dedicated human resources have enabled the Organization to achieve leadership position in many of its businesses. For the year ending 31.03.2012, the Company achieved a Turnover of Rs.2450 crores and a Profit of Rs. 190 crores.

PRODUCTS AND SERVICES

The Company operates in various business segments through Strategic Business Units [SBUs] and Joint Venture Companies [JVCs]. It is the market leader in Industrial Greases & Specialty Lubricants, Steel Barrel, Corporate Travel and Logistics Services. The Company also has significant presence in most of the other businesses it operates in, namely, Refinery & Oil Field Services [ROFS], Leather / Performance Chemicals, Logistics Infrastructure, etc.

OPENINGS:-

The company is looking for qualified and experienced professionals to man some of the key roles in senior, middle and junior management levels for its different businesses and functions, as per details given below:

S. No	Role	Level (Grade)	SBU/ Function	Indicative Place of Posting	No. of Vacancies	Minimum Qualification	Desired Qualification	Max Age	Minimum Post Qualification Experience (years)
1	Vice President / Associate Vice President (Marketing) - Technical Services	Vice President / Associate Vice President - E7 / E6	Performance Chemicals	Chennai	1	Graduate Engineer in Civil / Chemical Engineering OR Post Graduate in Chemistry	MBA in Marketing	45	13 years for E7/11 yrs for E6
2	Project Leader - Cold Chain	Associate Vice President - E6	Logistics Infrastructure	Kolkata	1	MBA / PGDM (Operations)	-	40	11 years of experience
3	Senior Manager (Marketing) - Cold Chain	Senior Manager - E4	Logistics Infrastructure	Kolkata	1	MBA / PGDM in Operations/Marketing	-	35	7 years of experience in marketing/operations in Logistics/Cold Chain industry
4	Asst. Manager/Deputy Manager (IT)	Assistant Manager / Deputy Manager - E1 / E2	Corporate IT	Kolkata	1	Graduate Engineer	MCA, Certified ERP Programmer	35	1 yr for E1/3 yrs for E2

COMPENSATION

Position No.	Grade(s)	Basic Scale (Rs.)	CTC Range (Rs/lakhs per annum)
1 & 2	E7/E6	43200-66000, 36600-62000	17 - 21, 13 - 18
3	E4	29100-54500	11 - 15
4	E2/E1	20600-46500, 16400-40500,	7 - 12, 6 - 10

Selected candidate for each of the above position will be placed in the appropriate Grade and Scales of Pay, and actual compensation package offered will depend on qualification, experience, etc.

RESERVATION

The Government of India directives with regard to reservations of SC / ST / OBC / Physically Handicapped shall apply. Candidates belonging to this category should specifically mention the same in their applications. Relaxation in maximum age prescribed is applicable in case of SC / ST / OBC and Physically Handicapped candidates as per Government of India directives. Candidates belonging to OBC category seeking the benefit of reservation should produce certificate from Revenue Officer not below the rank of Tehsildar, certifying that they do not belong to the creamy layer.

Please read [The Other General Conditions](#) before applying for the positions.

TO APPLY

Apply in the prescribed application format attached and E-Mail to chrdc@balmerlawrie.com mentioning clearly the post applied for. For any clarification/query please contact Associate Vice President [CHRD], Balmer Lawrie & Co. Ltd.; 21 Netaji Subhas Road, Kolkata - 700001. Ph. No. 033-2222-5429/402.

Last date for submission of Applications is 16th January, 2013.

PERSON PROFILES

Position No.	1
Position Title	Vice President / Associate Vice President (Marketing) - Technical Services
Level & Grade	Vice President / Associate Vice President; Senior Management; Executives' Grade E7 / E6
Qualification	The applicant must be a Graduate Engineer in Civil/Chemical Engineering or Post Graduate in Chemistry. MBA in Marketing desirable.
Indicative Job Description	<p>The incumbent shall be responsible for</p> <ol style="list-style-type: none">1. Marketing of Construction Chemicals to Infrastructure Developers, ready mix concrete manufactures and builders.2. Scan for, identify and implement opportunities in the business of Construction Chemicals.3. To guide & assist marketing team of Construction Chemical in development of new value added products in accordance to customer requirements.4. To resolve technical problems/provide technical demonstration to existing & prospective clients on our products.5. Commercialisation of new products including troubleshooting/co-ordination between marketing & production departments to ensure quality/delivery as per technical requirements of the markets.6. Recommend cost optimisation through technological improvement in products while taking into consideration costs & competition.7. Recommend and ensure implementation of plans for new product development and their demonstration to existing & prospective clients.8. To liaise with Operations, Product Development team for new products related requirements and assist marketing in promotional activities.9. Ensure net working and maintenance of positive business relations with decision makers in key customer organizations.10. Undertake periodic market survey for identification of opportunities and propose plans based on same to develop products to capture new market/segment/customer.11. To continuously review the functional SOPs to improve overall SBU performances along with key role holders and implement the same and ensure compliance.12. Leading and developing juniors and mentoring fast trackers. <p>The above is only indicative and not exhaustive.</p>
Experience Profile	Should have a minimum post qualification experience of 11 years for Grade E6 & 13 years for Grade E7.
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Position No.	2
Position Title	Project Leader - Cold Chain
Level & Grade	Associate Vice President; Senior Management; Executives' Grade E6
Qualification	The applicant must be MBA (Operations).
Indicative Job Description	<p>The key responsibilities of the incumbent will be:-</p> <ol style="list-style-type: none">1. Setting up cold chains.2. Managing end-to-end operations of the entire cold chain right from conceiving, implementing and managing cold storages.3. Identifying the right location for setting up cold chain facility & lead in setting up smooth operations to ensure quality service and customer satisfaction.4. Exploring new, environment friendly and cost-effective technologies for cold-storage. <p>The above is only indicative and not exhaustive.</p>
Experience Profile	Should have a minimum post qualification experience of 11 years for E6.
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Position No.	3
Position Title	Senior Manager (Marketing)
Level & Grade	Senior Manager; Middle Management; Executives' Grade E4
Qualification	The applicant must be MBA / PGDM (Operations) (full time).
Indicative Job Description	<p>The key responsibilities of the incumbent will be:-</p> <ol style="list-style-type: none"> 1. Understanding/scanning environment for identifying business opportunities; 2. Designing the right kind of strategy for market penetration; 3. Building relationships with all stakeholders such as leading supermarket chains, Malls, Food processing industry players, Manufacturers of perishable commodities, Producers & Processors of Agricultural /Fruit produce; 4. Assisting the project leader in identifying potential business locations for successful penetration & growth in the targeted business segment. <p>The above is only indicative and not exhaustive.</p>
Experience Profile	Should have a minimum post qualification experience of 7 years for E4.
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Position No.	4
Position Title	Asst. Manager/Deputy Manager (IT)
Level & Grade	Assistant Manager / Deputy Manager; Junior Management; Executives' Grade E1/ E2
Qualification	The applicant must be a Graduate Engineer. MCA / Certified ERP programmers will be preferred.
Indicative Job Description	The key responsibilities of the incumbent will be:- <ol style="list-style-type: none"> 1. Manage day-to-day database administration matters. 2. To handle programming issues related to ERP (SAP) database. 3. Customization/developmental activities during post-go-live phase. 4. Support the report development processes. 5. Act as a SAP Database administrator 6. Database level programming, must have hands-on experience in BASIS 7. Train users on report development 8. Support SAP help-desk on need basis <p>The above is only indicative and not exhaustive.</p>
Experience Profile	Should have a minimum post qualification experience of 1 year for E1 & 3 years for E3.
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Other General Conditions:

1. Before applying for the post, candidates should ensure that he/she fulfills the MINIMUM ELIGIBILITY and other criteria mentioned in this advertisement. BALMER LAWRIE & CO. LTD. being the Appointing Authority would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied. No correspondence shall be entertained in this regard.
2. In case the post applied for is not mentioned clearly & correctly an application is LIABLE FOR BEING REJECTED SUMMARILY
3. Incomplete applications, applications not as per the prescribed format or applications received after the due date ARE LIABLE FOR BEING REJECTED SUMMARILY.
4. Request for change of Mailing address / Email / category / posts as mentioned in the application will not be entertained.
5. The prescribed qualification / experience are the minimum and mere possession of the same does not entitle a candidate for shortlisting and or final selection. Candidates will be shortlisted based on the relevance and quality of experience vis-à-vis the requirements of the advertised role. The Company's decision shall be final in this regard.
6. Only short listed candidates who are found prima facie eligible based on the details given in the application form will be called for the written test and / or personal interview as the case may be.
7. Category (SC/ST/OBC/PWD) once mentioned in the application form will not be changed and no benefit of other category will be admissible later on.
8. The OBC candidates who belong to "CREAMY LAYER" are not entitled for relaxation of age and/or for consideration against reserved positions
9. Relaxations / Reservations etc for SC/ST, PWD and OBC (Non Creamy Layer) will be as per Government Rules/Presidential Directives.
10. Candidates from SC/ST/OBC (non-creamy layer) category should produce the original caste certificate issued by Competent Authority in the prescribed format as per the guidelines of Government of India in support of their claim, at the time of interview. In case, the candidate fails to produce the certificate issued by Competent Authority, his / her candidature will not be considered and his/ her travelling expenses will not be reimbursed.
11. Candidature of the candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
12. The Company reserves the right to relax age in case of candidates with longer years of experience/in case of exceptionally qualified or experienced candidates.
13. The Company reserves the right to fill or not to fill all or any of the advertised positions without assigning any reason whatsoever.
14. The Company reserves the right to shortlist candidates depending upon the number of vacancies and application received, etc., and also to decide the modalities for recruitment whether through Interview / Written Test/ Group Discussion or all of these and the venue/schedule thereof.
15. The Company reserves the right to the offer position in appropriate lower Grade & Salary.
16. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Kolkata Court only.
17. The candidates should clearly and correctly write their mobile number and correct email address. Please note that the intimation for interview will be given through email addresses only.
18. The number of vacancies is indicative. The Company reserves the right to increase or decrease the number of vacancies purely on need basis at any point of time during recruitment process.
19. The Location/ Place of posting mentioned are indicative, selected candidate shall be required to work in any location in India or outside the Country including assignments to Company's Joint Ventures/ Associates.
20. Outstation candidates called for interview will be reimbursed travel expenses as per the rules of the Company.
21. In respect of exceptionally qualified & qualitatively experienced candidates the minimum overall years of experience as prescribed, may be relaxed at the sole discretion of the Company.

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