

HINDUSTAN PREFAB LIMITED

(A Government of India Enterprise)

Jangpura, New Delhi-110014

Website : www.hindprefab.org

Ph: No. 011-43149800-899 / Fax: 011-43149865



Employment Notice No.01/2013

Hindustan Prefab Limited (HPL), a Profit Making Central Public Sector Enterprise, an ISO 9001:2008 Certified Civil Engineering Organization presently engaged in the field of Construction, Design, Project Management etc. with its Corporate Office at New Delhi and having offices all over India and also abroad in Kilinochchi, Srilanka is looking for result oriented and experienced officers on contract basis initially for a period of two years extendable further by mutual consent. Required qualifications, experience and consolidated salary are given below:

1. **Addl. General Manager (Mgmt Services) : One Post**
Qualification & Experience:
B E (Civil) or equivalent : 21 Years

Candidate is expected to have adequate exposure to coordinate with Regional Heads/Project Incharge(s) to remove bottleneck and provide assistance/guidance for achieving turnover and profit targets, analyze information received through MIS and initiate appropriate response, ensure quality execution, undertake cost benefit analysis of available methods/techniques / technology etc. Should have experience in project monitoring & control of various types of civil engineering projects spread all over the country and abroad.

2. **Addl. General Manager (Contract Mgmt.) : One Post**
Qualification & Experience:
B E (Civil) or equivalent : 21 Years

Candidate is expected to have adequate experience in large construction organization having specific exposure in contract management i.e. preparation/ vetting of agreements/contracts, floating & processing of NITs, documentation, filing legal/arbitration cases relating to contracts on behalf of the company / defending legal/arbitration cases filed against the company etc. Candidate also having legal exposure will be added advantage.

Consolidated Salary & HRA for the posts at S.No.1 & 2

- (a) ₹ 48,000.00 per month
(b) HRA subject to a ceiling of ₹9,000 on production of receipt & place of posting i.e. in -
A Class Cities ₹ 9,000
B Class Cities ₹ 5,000
C & other Cities ₹ 3,400

3. **Sr. Manager (Coordination) : One Post**
Qualification & Experience:
Post Graduate Degree from the Institution of repute: 16 Years

Candidate is expected to be multi-talented capable of effective coordination between the Govt., outside agencies, clients and should have expertise in organizing cultural/social/welfare activities to boost up the image of the organization. He should also be capable of handling labour welfare issues of the company.

Consolidated Salary

₹ 35,000.00 per month

Add: ₹ 750/- for additional each year's experience subject to a maximum consolidated salary of ₹ 39,500/-.

4. **Project Manager (Structural Engg.)** : **One Post**
Qualification & Experience:
B.E. (Civil) / M Tech. (Structural Engg.) : 08 Years

Candidate is expected to be a computer literate, CAD proficient, capable of structural analysis including design & structural surveys, having site experience in high rise buildings, residences, offices, mixed use complexes, hotels etc.

Consolidated Salary

₹ 30,000.00 per month

Add: ₹ 620/- for additional each years' experience subject to a maximum consolidated salary of ₹ 34,340/-

General:

1. Upper age limit as on 01.01.2013 is **50 Years**.
2. Employees in regular employment in Central/State Govt./Autonomous bodies and Central/State Public Sector Enterprises possessing required qualification and experience if apply and are selected, will have to resign before joining contractual appointment in the company.
3. There will not be any protection of pay/emoluments at the time of joining HPL.
4. No increment will be granted during the currency of the initial contract period of two years. However, it can be considered at the discretion of the competent authority in case the initial period of two years is extended further.
5. Besides consolidated salary, the selected candidates shall also be eligible for the fringe benefits like EPF contribution, leave, medical reimbursement as per rules of the Company for contractual employees;
6. Selected candidate may be offered allotment of Company's accommodation, if posted in Delhi subject to availability and eligibility;
7. Mere fulfilling the minimum requirement / qualification will not vest any right on the candidates to be called for interview;
8. Applications incomplete in any respect shall be liable for summarily rejection;
9. HPL reserves the right to reject any candidate without assigning any reason;
10. HPL will not be responsible for non-receipt/late receipt of any communication due to postal or any other reason;
11. Canvassing in any form will be a disqualification;
12. Selected candidates should be prepared to serve in any part of the country or abroad where the organization has its operations;
13. Reservation for SC/ST/OBC/PH etc. is applicable as per rules.

Intending eligible candidates should send their applications indicating name, father's name, address, qualification, experience, age alongwith copies of certificates so as to reach the **Manager (P&A/Law), Hindustan Prefab Limited, Jangpura, New Delhi-110014** on or before **10th February, 2013**. The applicants who have already applied against Employment Notice No.13/2012 for the above said posts need not apply again and their applications will be considered subject to fulfilling eligibility criteria for the post.

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