

ENGAGEMENT OF PERSONNEL UNDER TENURE BASIS Helicopter Division

Hindustan Aeronautics Ltd (HAL), a Navratna Central Public Sector Undertaking, is a premier Aeronautical Industry of South East Asia, with 20 Production / Overhaul / Service Divisions and 11 co-located R&D Centres spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state-of-the-art technology, design, development, manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and structural components for Satellites & Launch Vehicles.

2. Applications are invited from eligible candidates in the prescribed Performa for the following posts in Non-Executive cadre for Helicopter Division located in Bangalore (Karnataka). All these posts are to be filled under Tenure Basis (Contract Basis) for a period of 4 years. The tenure will come to an end automatically on completion of four years from the date of joining / or may be extended at the discretion of the Management.

3. DETAILS OF VACANCIES:

01	Post	TECHNICIAN (CNC MACHINIST) (Channel C) (Scale 5)
	Post Code	Technician (CNC Machinist)
	No. of Posts	Total: 03 Ex servicemen (ST-01 and OBC- 02)
	Qualification	ITI & NAC Machinist

02	Post	TECHNICIAN (PAINTER) (Channel C) (Scale 5)
	Post Code	Technician (Painter)
	No. of Posts	Total : 01 Ex servicemen (UR)
	Qualification	ITI & NAC Painter

03	Post	TECHNICIAN (HEAT TREAT OPERATOR) (Channel C) (Scale 5)
	Post Code	Technician (Heat Treat Operator)
	No. of Posts	Total :01 Ex-Servicemen (UR)
	Qualification	ITI & NAC Heat Treat Operator

ST= Scheduled Tribe, OBC=Other Backward Caste, UR=Unreserved.

4. AGE CRITERIA & RELAXATION:

The prescribed age limit shall be 28 years as on **01.08.2019** for unreserved category

- a) Candidates belonging to SC / ST, the age relaxation is admissible up to 5 years.
- b) Candidates belonging to OBC (Non - Creamy Layer), the age relaxation is admissible up to 3 years.
- c) The Upper Age Limit is relaxable for candidates with **relevant** Post Qualification Experience, to a maximum extent of 7 years for all the posts mentioned above. Relaxation in age would be one year for every completed year of relevant Post Qualification Experience over and above the maximum age limit indicated above.
- d) In respect of Persons with Disability (PWD), upper age Limit is relaxable by 10 years which will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC mentioned above. The upper age limit with all relaxations for PWD shall not exceed 56 years as on **01.08.2019**.
- e) Upper Age Limit is relaxable by 5 years in respect of the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989.

- f) The details of posts identified suitable for persons with Disabilities and Physical requirement are mentioned below: -

Sl. No	Post & Discipline	Categories of Disabled Suitable for Jobs	Physical Requirements
1	TECHNICIAN (CNC MACHINIST)	OL/B/ LV/ HH	S.ST.B.LMF.SE
2	TECHNICIAN (PAINTER)	OL/HH	S.ST.W.BN.PP.KC,SE
3	TECHNICIAN (HEAT TREAT OPERATOR)	HH	S.ST.BN.L.MF.SE

Abbreviations Used: **S**= Sitting, **ST**= Standing, **W** = Walking, **BN**= Bending, **L**=Lifting, **MF**= Manipulation by Fingers, **B**= Blind, **SE**= Seeing, **PP**= Pulling & Pushing, **KC**= Kneeling & Crouching, **OL** = One Leg, **HH**= Hearing Impaired, **LV**= Low Vision.

- g) Relaxation in Age limit in respect of Ex-servicemen & Serving Officers of Indian Army / Indian Air Force / Indian Navy will be extended as per Rules.
- h) As regards Ex-Apprentice trainee applying for the above posts, if age bar comes in the way of the trainee, the same would be relaxed to the extent of the period for which, the apprentice had undergone the training, in line with Apprentice Act.

5. APPLICATION FEE:

- a) Rs.200/- (Rupees Two Hundred Only) is to be paid as application fee. The application fee is non-refundable.
- b) Candidates belonging to SC/ST/PWD are exempted from payment of application fees. The Ex-servicemen sponsored by Sainik Boards, DGR, Directorate of Employment & Training, IAF Placement agency etc are also exempted from payment of application fee.
- c) The above application fee along with applicable Bank charges is to be paid online to the following Account:

“HAL- Helicopter Division (Recruitment Account)”

Account number: 36566499939

IFSC Code: SBIN0001114, Branch Code: 1114,
State Bank of India, HAL Branch, Bangalore

* No other form of payment is accepted.

- d) Candidates are required to provide the details of the application fees paid in the online application form. If details are not provided, the application will be treated as incomplete and will not be accepted. Application fee can be deposited till the last date of submission of online application.
- e) Application fee once deposited into the company's account will not be refunded under any circumstances, even if the candidate is unable to forward the application details or due to being ineligible at the time applying or rejection of application etc. Therefore, depositing the application fees, candidates are required to ensure that they meet all the eligibility criteria.

6. SELECTION PROCEDURE:

For all the above posts, the eligible candidates will be shortlisted based on the initial screening as follows.

- a) The minimum percentage of marks scored by the candidates in the qualifying examination i.e. Diploma or ITI & NAC as the case may be in the respective trades / disciplines is mentioned as;

Category	Percentage (%) of marks
UR / OBC	60% & above
SC / ST / PWD	50% & above

- b) If the number of candidates with the above percentage (%) of marks are large in number, the company reserves the right to decide the cut off percentage for calling the candidates for the written test, based on the marks secured in the qualifying examination (ITI & NAC or Equivalent certificate issued by services) prescribed for a particular trade / discipline.
- c) Candidates who are applying are required to ensure that they meet all the eligibility criteria before they submit the application online.
- d) Applications received through ONLINE mode will be screened as per the eligibility criteria, norms laid down in the Notification.
- e) The place of written test centre is **Bangalore**. The date and time of the written test will be intimated to the shortlisted / eligible candidates by e-mail / HAL Website (In the email ID provided in the application format by the candidate). The same also will be hosted in HAL Website (www.hal-india.co.in)

- f) The Written Test will be of 2 ½ hours duration. The test will be in three parts, comprising of Multiple Choice Questions (MCQs). Part-I will consist of 20 questions on General Awareness, Part-II will consist of 40 questions on English & Reasoning. Part-III will consist of 100 questions on the concerned Trade/Discipline.
- g) There will be no negative marking in the written test.
- h) Candidates have to appear for Written Test at their own expenses, on the date, time & venue, which will be mentioned in their Admit Card. The candidates have to download Admit Card from HAL Website (www.hal-india.co.in/Careers).
- i) Candidates are required to bring Admit Card & one of the following original Photo Identity Card, along with Xerox copy of the Photo Identity Card duly attested, to prove their identity before the Invigilator failing which they will not be allowed to appear for the Written Test: -
- Voters ID Card
 - Driving Licence
 - Aadhar Card
 - Passport
 - PAN Card
 - ID Card (by Central/State Govt./ PSU for their employees)
 - ID Cards (by Govt. Agencies authorised)
 - ID Cards (by College / Institute where last studied)
- j) Selection of the candidates shall be done based on the marks scored in the written test in the order of merit.
- k) Candidates qualifying in the written test will be called for document verification in the order of merit, wherein candidates will be required to produce testimonials / documents in support of age, qualification, caste / tribe / class, experience and other advertised eligibility criteria. The testimonials / documents should be in the possession of the candidates and he / she should be able to produce the same when it is warranted. Inability of the candidates to produce the requisite documents at the time of document verification shall render them liable for non-consideration of their candidature. No undertaking for production of documents in respect of eligibility criteria with regard to age, qualification & experience on a later date will be allowed

- l) The date, time & place of document verification will be informed through email. Candidates attending document verification would be reimbursed Travelling Allowance (TA), i.e. Sleeper Class / II Class Train fare / Bus fare by the shortest route, subject to production of proof of travel (Original onward journey ticket and Photostat / xerox copy of return journey ticket), failing which TA will not be paid. In case the candidate travel by other modes of transport, he /she will be reimbursed the fare limited to the shortest route by train or actual expenses, whichever is less, on production of proof.

7. MEDICAL EXAMINATION:

Candidates provisionally selected will have to undergo a Pre-Employment Medical Examination at HAL Hospital before joining HAL. Applicants should meet the Medical Standards as prescribed by the Company (Concerned authority in respect of PWD candidates). No relaxation in Health Standards will be allowed. Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the Medical Standards of the Company. No relaxation in Health Standards will be allowed.

8. TENURE OF ENGAGEMENT:

The selected candidates will be engaged on tenure basis for a maximum period of four years from the date of engagement. The tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice. The employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice. The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company. Selected Personnel on Tenure Basis will undergo Induction Training. The personnel selected will be deployed in the **second or third** shift only.

While engagement of Tenure based Personnel shall be for a maximum period of 4 years in the normal course, extension of their tenure for a further maximum period of 4 years will be considered, on case-to case basis, in cases where workload & requirement exist. However, this is at the discretion of the Management.

9. PLACES OF POSTING:

Selected candidates will be posted at HAL, Helicopter Division, Bangalore depending upon the requirements. No request for change of posting will be entertained after joining. However, Management reserves the right to post the candidate to any Division within Bangalore or Outside Bangalore as per the requirements of the company.

10. PAY & REMUNERATION:

- a) Selected Candidates will be engaged under tenure basis for a period of 4 years. The approximate pay and allowances are given as below based on the induction.

(Amount in Rs. p.m.)

Entitlement	Scale- 05
Basic Pay + Personal Pay	15910
Other Benefits & Allowances Appx.	22090
Total (Appx)	38000

- b) An annual increase of 3% during the tenure shall be admissible on the Basic Pay subject to satisfactory performance.
- c) They will be eligible for monthly incentive and annual incentive.
- d) They will be eligible for quarterly performance pay.
- e) They will be eligible for Group Insurance in lieu of EDLI.
- f) They will be eligible for night shift allowance, wherever applicable.

11. OTHER BENEFITS AND TERMS & CONDITIONS:

- a) The Tenure based personnel will be entitled for one day casual leave and 2.5 days of vacation leave with pay, for every calendar month of service. There will be no provision for encashment of vacation leave at the end of the year as well as at the time of separation.

- b) A lumpsum amount of Rs.1000/- per month will be admissible to meet the medical expenses (both inpatient and outpatient) based on self-certification. This amount shall be paid on monthly basis along with the Consolidated Remuneration. These personnel will **not** be entitled for any other medical benefits in any of the HAL hospitals / Dispensaries or elsewhere.
- c) 4 sets of Uniforms once in 2 years. Stitching charges & shoe allowance will be issued.
- d) Female personnel will be entitled to Maternity Benefits as per the provisions under the maternity benefit act, 1961.
- e) The tenure based engagement will not confer any right on the personnel to claim the status of a regular employee of the company.
- f) They will abide by the rules and regulations with regard to carrying out the assigned tasks and their conduct, like standing orders, transferability to other departments or Divisions or Places, Termination of contract for reasons of non-performance or poor performance or without assigning any reason.
- g) The tenure based personnel will not be entitled for any allowance or benefits other than those indicated above.

12. QUALIFICATION:

- a) The qualification of Diploma Engineering / Technology here would mean Regular / Full time Diploma in Engineering / Technology acquired from recognized institutions / State board of Technical Education under the 10+3 system.
- b) The qualification of ITI / NAC here would mean Regular / Full Time course after 10th Standard.
- c) Candidates possessing the Qualifying courses through Regular / Full-Time courses will only be considered. Candidates possessing Part Time / Correspondence / Distance Education / E-learning will not be eligible to apply.
- d) Candidates possessing higher qualifications than the required qualification indicated in the Advertisement / Notification against the respective post **need not apply**. Candidature of Personnel who possess higher qualifications, than the required qualification indicated in the Advertisement / Notification and who apply for the post, will be rejected.

- e) All the Qualifications possessed by the candidates as also Qualifications / Course being pursued by them at the time of submitting the Application for employment, are to be clearly indicated in the Application. In other words, all the Qualifications already possessed and Qualifications /Courses which are being pursued / currently undergoing are to be indicated in the Application while submitting the same for notified posts in HAL.

13. SELECTION & PLACEMENT:

- a) Selection of candidates in the Written Test is provisional and is subject to Document Verification as indicated above in terms of Age, prescribed Educational Qualification, Experience, Disability, Sub-disability, Caste (wherever applicable) etc.
- b) Candidates selected under Tenure basis will be subject to verification of Caste and Character & Antecedents from the concerned Authorities, as per the Rules of the Company.
- c) Selected candidates can be posted to any Division / R&D Centers / Office of the Company. The candidates will not be allowed to seek / apply for transfer to any other Division / Location of the Company.

14 HOW TO APPLY :

- a) Eligible and interested candidates are required to log-in to **HAL Website** (www.hal-india.co.in) and submit the filled-in application.
- b) The website will be kept open between **1000 hrs on 07/08/2019** till **2400 hrs on 27.08.2019** for this purpose. Candidates are allowed to apply only once and applications once submitted cannot be altered under any circumstances. Candidates are required to possess a valid e-mail id and Mobile No. which is to be entered in the application for further communication. HAL will not be responsible for bouncing of e-mail sent to the candidates. Candidates other than SC/ST/PWD/sponsored by sainik boards are required to furnish the details of application fees payment in order to submit their application online.
- c) On submission and acceptance of the application, system will generate the Registration / Acknowledgement form along with the application reference number allotted, which will be used for future references. The candidate is required to take the printout of the acknowledgment form and maintain for future reference.
- d) Request for change of mailing Address, category, Discipline as declared in the on-line application will not be entertained.

- e) If the information/ Certificates furnished by the candidate in any part/ stage is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/ appointment will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate.
- f) A candidate is eligible to apply for one post only for which he/ she is most suited.

GENERAL CONDITIONS:

- a) Only Indian Nationals are eligible to apply.
- b) Candidates belonging to SC/ST/OBC Category and applying through the reservation quota are required to produce valid Caste Certificate issued by the Competent Authority at the time of Document Verification. The Date, Time & venue for Document Verification will be intimated to the candidates who are provisionally selected in the Written Test via email (in the email id provided in the Application Format by the candidate). The same will also be hosted on the HAL Website www.hal-india.co.in;
- c) Age and experience will be reckoned as on **01.08.2019**.
- d) All qualifications should be from Indian Universities/ Institutes recognized by appropriate statutory Authorities in the Country.
- e) Candidates will be required to submit all relevant certificates/ testimonials (original along with one set of self attested photocopies) in support of Age, Technical/ Educational Qualifications, Caste, Disability, Experience (wherever applicable), ex-servicemen discharge book, 6 passport size photographs etc., at the time of Document Verification. Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidature and the application will be out-rightly rejected.
- f) Candidates selected against this notification will be deployed in **2nd or 3rd shifts** only.

- g) Candidates employed in Central / State Government/ Public Sector Undertakings etc. should produce No Objection Certificate (NOC) at the time of the document verification from their employer failing which they will not be permitted to appear for the document verification and will not be eligible for payment of Travelling Allowance.
- h) Date, Time & venue for the Written Test will be intimated to the shortlisted / eligible candidates via email and also hosted in HAL Website (www.hal-india.co.in);
- i) Mere meeting the conditions of the advertisement by the candidate(s) will not automatically entail them to be called for Written Test / Document Verification / Selection and Appointment under tenure basis contract.
- j) HAL reserves the right to cancel/ restrict/ enlarge/ modify/ alter the Advertisement / Recruitment process and / or the Selection Process there under, without issuing any further notice whatsoever. The number of vacancies can be modified as per discretion of the Management.
- k) Candidates pertaining to PWD category should have 40% or more relevant disability only are eligible to apply under PWD category. Candidates are required to produce Disability certificate issued by the Competent Authority at the time of document verification.
- l) The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of Selection, conduct of Written Test, Verification of Documents etc. will be final and binding on candidates.
- m) Admission to the Written Test will be purely provisional without verification of Age, qualification, SC/ST/OBC/PWD/Ex-Servicemen category etc. of the candidates.
- n) Candidates should clearly mention all the details sought in the Application Format. In case of no clarity/ discrepancy in the information provided, Application will be summarily rejected. No communication will be sent to the candidates.
- o) While applying for the post the applicant should ensure that he/she fulfills all the eligibility criteria and other norms as mentioned above as on the specified dates and that the particulars furnished by him/ her are correct in all respect.
- p) Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidate and the application will be out-

rightly rejected.

- q) Screening and short listing for the Written Test will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish only accurate, full and correct information.
- r) All correspondences to the candidates will be made via e – mail on the e – mail id provided by the candidate in the application Format. No other mode of communication will be adopted.
- s) Any sort of canvassing or Influencing of the Officers related to Recruitment / Selection process would result in immediate disqualification of the candidates.
- t) Court of jurisdiction for any dispute/ cause will be at Bangalore.
- u) Last date for online application is **27-08-2019**.
- v) Necessary information regarding the selection, written test etc. will be hosted on our Website www.hal-india.co.in from time to time. All correspondences to the candidates will be made via e-mail on the e-mail id provided by the candidate at the time of online application. No other method of communication will be adopted.
- w) Candidates will be shortlisted only based on their performance in the written test i.e based on merit/marks scored in the test. There is no interview for these posts. Candidates are requested not to believe any personnel who promise that they would get a job in HAL by paying money/ any benefits. Any such personnel approaches, kindly bring it to the notice of Vigilance Department or they may file online complaint under vigilance section of our website (www.hal-india.co.in).
- x) In case of any particular query is not covered above, the candidates can write to us at prabu.sa@hal-india.co.in Or call 080-22323744.

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