



HIL (INDIA) LIMITED
(Formerly known as Hindustan Insecticides Limited)
(A Govt. of India Enterprise)
(An ISO 9001:2008 Certified Company)
SCOPE COMPLEX, CORE-6, II-FLOOR, 7, LODI ROAD,
NEW DELHI-110003,
Tel. :24361019, Fax No. : 91-11-24362116
E-mail - hq@hil.gov.in
Website :- www.hil.gov.in

Invites applications for the following position: -

Sl. No.	Name of post	No. of post	Pay-scale under IDA pattern	Place of posting	Max. Age-Limit (in years)	Remarks
1.	General Manager (Marketing)	01	Rs36,600-3%-62,000	Corporate Office at New Delhi	52	In regular pay scale
2.	Deputy Manager (HR & Admn.)	01	Rs.24,900-3%-50,500	Rasayani Unit, Maharashtra	42	*On fixed tenure basis

* The post of Dy. Manager (HR & Admn.) will be filled up on fixed tenure basis for two years which is further extendable for one year.

Application Forms and other details can be downloaded from our website www.hil.gov.in and the same can be submitted to us **on or before 11.02.2019.**

The qualifications & experience for the above posts are as under;

- 1. General Manager (Marketing):** - "Post Graduate Degree in Agriculture or Business Administration Degree with 16 years experience in Marketing of Pesticides or Seeds or in related industry out of which at least 5 years must have been in a Senior Managerial capacity in Marketing / Sales in the pesticides / Seeds / Fertilizer Unit / Company having turnover of not less than Rs.500 Crores and if incumbents working in other Public Sector Undertaking should have experience of working at least for 2 years in the immediate lower pay scale of Rs.32,900-3%-58,500"
- 2. Deputy Manager (HR & Admn.):** - "The incumbent must be Graduate with Post Graduate Degree or Diploma of 2 years duration in Human Resource / Personnel Management / MBA (HR) /MSW / MLS / MPM / MLL & LW from a recognized university or institute with 10 yrs. post qualification experience in HR functions in an organization of repute. Incumbents must have through understanding about laws pertaining to Labour and employment, modern Human Resources and Organizational Practices. Exposures in regard to Talent / Performance Management, succession planning, Corporate Social responsibility will be an added advantage."

Contd...2/-

General Terms & Conditions for the post: -

1. **DATE OF RECKONING ELIGIBILITY CRITERIA:** - The cut-off date for determining age limit & post-qualification experience will be 31.01.2019.
2. **PAY AND PERKS:** - Candidate selected for the post of General Manager (Marketing) will be placed at the minimum Basic Pay in pay scale indicated for the post. Besides Basic Pay, VDA, usual benefits like HRA, Medical reimbursement, LTC, Gratuity, Group Personal accident Insurance, EPF, Leave Encashment, Canteen facility & Reimbursement for use of own conveyance for official purpose etc. shall be payable as per rules of the Company. However, the Candidates selected against the post of Dy. Manager (HR & Admn) will be eligible for all the benefits except gratuity.
3. **RESERVATION/CONCESSIONS/RELAXATIONS:** - Relaxations / reservations for SC/ST, OBC (Non-Creamy Layer) / PWD shall be as per Government of India Guidelines. Age relaxation of 5 years for SC/ST and Ex-serviceman, dependents of those killed in action and 3 years for OBC. Age is also relaxable by 5 yrs in the case of persons working in Central Government / Semi Government / Public Sector Undertaking. Candidates from PSUs / Govt. / Semi-Govt. are required to submit their application "Through Proper Channel" or produce the "No Objection Certificate" from their employer at the time of Interview otherwise candidature of the candidate will not be considered and will not be permitted to appear in the interview.
4. Relaxation of ESM will be allowed as per Government of India guidelines.
5. **SELECTION PROCESS** Candidates meeting the eligibility criteria will be provisionally shortlisted and called for personal interview to be organized at the place of posting. Further selection shall be made according to merit drawn on the basis of performance of shortlisted candidates in the interview process. However, in case large number of applications is received for a post, HIL (INDIA) LIMITED reserves a right to conduct a written test or online test before short listing candidates for interview. No TA/DA will be paid for appearing in the written or online test. Selected candidates can be posted any of the units /offices of the HIL at the discretion of its management at any point of time.

HOW TO APPLY: -

1. Those who fulfils the prescribed norms may submit their application invariably in the prescribed format by Speed Post/Courier/Registered Post (no other mode of dispatch is acceptable) along with attested copies of certificates, testimonials and recent passport size photograph, super scribing on the envelope the name of the post applied for and a DD of Rs.500/-(Non Refundable) in favour of "HIL (India) Limited" (SC/ST/PwD/Ex.SM/ Departmental candidates are exempted from the application fee), within 21 days from the date of publication of this advertisement in The Employment News, as per the details given below;

- a) **For General Manager (Marketing):-** The General Manager (HR & Admn.), HIL (INDIA) LIMITED, Scope Complex, Core – 6, 2nd Floor, 7, Lodhi Road, New Delhi 110 003. (D.D. payable at New Delhi).
- b) **Dy. Manager (HR & Admn):-** Dy. General Manager (HR & Admn), HIL (INDIA) LIMITED, Rasayani, District Raigad, Maharashtra – 410207. (D.D. payable at Rasayani).
2. The Candidates called for Interview for the post of General Manager (Marketing) shall be reimbursed 2 tier A/C Rail fare and the candidates called for interview for the post of Dy. Manager (HR & Admn.) shall be reimbursed 3 tier A/C Rail fare or equivalent for to and fro journey by shortest route provided the distance travelled is not less than 50 km and submission of Rail / Bus tickets.
3. HIL (INDIA) LIMITED reserves the right to cancel / restrict / enlarge / modify the recruitment / selection process of advertised post without any further notice or assigning any reasons whatsoever, if need so arises.
4. HIL (INDIA) LIMITED would be free to reject any application in any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied. The fee paid by ineligible candidates shall be forfeited. No correspondence shall be entertained in this regard.
5. Any amendment / modification / alteration / corrigendum in respect of this advertisement shall be displayed only on HIL (INDIA) LIMITED Website i.e. www.hil.gov.in under the head of “Careers”. No further press advertisement will be issued. Hence prospective applicants are advised to visit HIL (INDIA) LIMITED website regularly for latest updates with regard to this advertisement.
6. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.

-Sd/-
(P.C. Singh)
(General Manager (HR & Admn.)

APPLICATION FORMAT

ANNEXURE -I

For office use only
Application No.
Date of Receipt

(Space for affixing
recent passport
size colour
photograph)

Post applied for : _____
Newspaper in which the advt. published & Date of Publication : _____

1. Name in full [IN BLOCK LETTERS] :
2. Date of birth & age :
3. Place of Birth :
4. Nationality :
5. Father's/Husband's Name :
6. Address for Corres. with Pin code [mention contact Tel./Mob. No./ e-mail id] :

7. Permanent Address :

8. Whether the applicant belongs to SC/ST/OBC/Ex-Servicemen/Persons with Disabilities. (Please specifically write **YES/NO**).
If YES, please write category to which you belong and attach a copy of certificate in the prescribed format issued by Competent Authority.
9. (i) Educational/Professional qualifications (beginning with SSC/SSLC examination) & [Diploma /Degree with University/Institution name must be written clearly] :

Qualification	Discipline/ Subject	Year of Passing	Board/ University/ Institution	Percentage of Marks	Rank/ Class

ii) Self-Attested Xerox copies of all certificates to be enclosed.

Contd...2/-

10. Details of previous/present employment held, in chronological-order starting from present position to backwards

Post held	Period of service			Pay scale/ Salary drawn	Name/Place/ State of Organization	Nature of duties
	From (DD/MM/YY)	To (DD/MM/YY)	Duration in months			

11. Total Experience [as mentioned at Column 10] (YY/MM/DD)
12. Whether applied for any post in HIL (INDIA) LIMITED earlier, if so, the details such as
Name of the Post
Date of Interview
Whether selected or not
13. Please state whether any close relative (of applicant) is working in any establishment of HIL (INDIA) LIMITED : Yes / No
14. The minimum time required to join the post, if selected
15. Any other additional relevant information including reference
16. Details of DD: DD No.: Date:
Rs. Drawn Branch:
17. a) Have you ever been detained in Police Custody or not?
If yes, give complete details of it
b) Whether you have been convicted by any Court of Law or not?
If yes, please give complete details thereto
c) Whether any criminal case is pending or contemplated against you in any Court of Law or not? If yes, please give complete details thereto

DECLARATION:

I hereby certify that the foregoing information is correct to the best of my knowledge and belief. I have not suppressed any material fact or factual information in the above statement. In case I have given wrong information, or suppressed any material fact of factual information, then my services are liable to be terminated without giving any notice or reasons thereof. I am not aware of any circumstances, which might impair my fitness for employment under Government.

Signature of candidate

Date: _____

Place: _____