



हिन्दुस्तान कॉपर लिमिटेड HINDUSTAN COPPER LIMITED

CIN: L27201WB1967GOI028825
A MINIRATNA CAT-1 COMPANY UNDER MINISTRY OF MINES

मलांजखण्ड ताम्र परियोजना
MALANJKHAND COPPER PROJECT
AN ISO 9001:2015 UNIT OF HCL
P.O Malanjkhanda, Dist. Balaghat (MP)-481 116
Phone: 07637-257031, Fax: 07637-257032/257038
E-mail: hcl_mcp@hindustancopper.com

Advertisement No.: HCL/MCP/HR/Recruitment/2019/02

Date: 27/07/2019

Recruitment in Non-executive cadre at Malanjkhanda Copper Project

Hindustan Copper Limited (HCL) is a listed profit making vertically integrated, multi-Unit, Schedule-A Miniratna Central Public Sector Enterprise in the field of Copper production with gross turnover of Rs.1816.25 Crores in 2018-19. Its activities include mining, beneficiation, smelting, refining and production of finished Copper products at Units located in picturesque surroundings in the states of Jharkhand, Madhya Pradesh, Rajasthan, Maharashtra and Gujarat with the Corporate Office at Kolkata. Most of the Units have well-developed Townships with modern facilities. The Company is on a fast track of growth and expansion. Its approach is 'People Centric' and provides for elaborate HR processes including well-defined policies to cater to employees' growth and aspirations. **Malanjkhanda Copper Project**, one of the units of Hindustan Copper Ltd, located in Balaghat District of Madhya Pradesh involves in mining and beneficiation. The Company is on a fast track of growth and aspirations.

The development of underground mines of Malanjkhanda Copper Project is at full swing, for which we intend to recruit experienced manpower who have the requisite experience in the field of underground mining, invites applications in the prescribed format (appended herewith) from eligible Candidates for following posts:

1. Qualifications, Experience, Age Limit, Scale of pay etc:

| Name of post/Grade | No. of posts | Educational Qualification | Experience | Statutory certifications | Age Limit | Scale of pay | Personal Qualities |
|-----------------------------------|-------------------------------------|-------------------------------|--|--|----------------|--------------------|--|
| Assistant Foreman (Mining) (T-10) | 11 (UR-7, OBC-2, SC-1, EWS-1) | Diploma in Mining Engineering | 3 years experience in large underground metalliferous mines | Valid Mines Foreman Certificate of Competency for metalliferous mines (unrestricted) and Valid First Aid certificate | Below 35 years | Rs. 18480-3%-45400 | Planning and co-ordinating abilities, initiative, leadership and good control over essentials. |
| | | Matric | 6 years experience in large underground metalliferous mines out of which atleast one year in supervisory capacity. | | | | |
| Mining Mate Grade-I (T-08) | 15 (UR-8, OBC-3, SC-2, ST-1, EWS-1) | Diploma in Mining Engineering | 3 years experience in large underground metalliferous mines | Valid Mining Mate Certificate of Competency for metalliferous mines (unrestricted) and Valid First Aid certificate | Below 35 years | Rs. 18280-3%-38670 | Good leadership & control over labour, good physique & capacity for sustained work essential. |
| | | Matric | 5 years experience in large underground metalliferous mines | | | | |

Note: The required years of experience shall be reckoned from the date of attaining Mining Mate/Mine Foreman certificate of competency.

2. Date of Reckoning

The date of reckoning for computation of eligibility criteria towards age, qualification, experience etc. shall be 31/07/2019.

3. Other Benefits

Besides basic pay, the selected candidates shall be entitled to IDA, HRA/Company's accommodation (subject to availability), perks & Allowances, CPF, Gratuity etc and Medical benefits for self and dependents as per company's policy.

4. Last date of receiving duly filled in applications

The last date of receipt of application shall be 01 month from date of publication of the advertisement in Employment News/Rozgar Samachar. If last date of receipt of application falls on holiday or Sunday next working day will be considered as last date for receipt of application. The candidates shall be required to submit their application as per the prescribed application format through SPEED POST OR COURIER OR BY REGISTERED POST. No other means/mode of application shall be accepted. The company shall not be responsible for any postal delay or loss of application during transit.

5. Mode of Selection

Mode of selection shall be through written test followed by Trade Test. Trade test shall be conducted in the required disciplines and the weightage of the written test and trade test will be 80% and 20% respectively. Final merit list will be made based on aggregate of written test and trade test marks.

6. Centre for written Test

The likely date of written test and venue will be communicated through company's website & the admit card/call letters. Candidates are advised to visit company's website www.hindustancopper.com from to time for any changes/update.

7. Admit Card / Call Letters

Admit cards for written test and call letters for trade test shall be sent through email only. Hence candidates are advised to ensure that they provide correct active email id in the application form.

All correspondence with the candidate shall be done through e-mail / announcement on the Company's website only. Candidates are therefore advised to visit regularly on our website for latest updates. The Company shall not be responsible for any loss of email sent due to invalid/ wrong email ID provided by the candidate.

8. Application Fee

A non-refundable application processing fee of Rs 500/- (Rupees Five Hundred Only) as Demand Draft in favour of Hindustan Copper Limited payable at Malanjkhand shall be paid by all candidates except SC/ST/PwD candidates.

9. Internal Candidates

- I. The existing serving employees of Hindustan Copper Limited who are fulfilling the requisite eligibility criteria and desirous of applying against the advertised posts shall also have to submit their application through proper channel.
- II. No application fee shall be charged from the employees of the company.
- III. The prescribed age limits also will not apply in such cases.
- IV. Company employees appearing for Written/Trade test in the Complex shall be treated as on tour/duty and their travelling allowance/attendance as the case may be, will be regulated as per rules of the company.

10. Amendments/Modification/ Corrigendum

Any amendment/modification/corrigendum in respect of the recruitment through this advertisement shall only be communicated through the Company's website www.hindustancopper.com. Hence candidates are advised to keep themselves updated by visiting the Company's website from time to time.

11. Reservation:

- 11.1 The reservation of posts for candidates belonging to SC / ST / OBC (Non-Creamy Layer) communities / EWS / Ex-Servicemen shall be as per Government directives. The candidate claiming reservation benefit shall be required to attach the requisite documents pertaining to Caste issued by the Competent Authority alongwith the application form. The original Certificate/s shall be required to be presented at the time of Trade Test.
- 11.2 As the post of Mining Mate and Assistant Foreman (Mining) are specifically for underground mines, therefore, no post is identified for Persons with Disabilities (PWD) for employment in the category.

12 General

Before filling the application, candidates are advised to carefully read the General Instructions.

- a. Only Indian Nationals of 18 (Eighteen) years of age and above are eligible to apply.
- b. Candidates should ensure that they fulfill all the prescribed eligibility criteria mentioned in this advertisement against the post advertised & applied.
- c. Candidates are advised to send their applications well in advance without waiting for the closing date.
- d. Candidates employed in Government/ Semi-Government/ Public Sector Undertaking are required to send their applications through proper channel or alternatively, produce a No Objection Certificate (NOC) from their present employer at the time of Trade Test failing which they shall not be allowed to appear in the Trade Test. However, they may send advance copy of the application directly.

- e. Candidates seeking reservation under EWS will have to submit at the time of Trade Test, an Income & Asset certificate issued by the Competent Authority. The prescribed format and the Competent Authority have been mentioned in DoPT office memorandum no.: 36039/1/2019.
- f. In case of variation of name/surname/spelling mentioned in the application with that in the respective certificates pertaining of qualification/caste etc., the applicant shall be required to submit an affidavit sworn-in before judicial magistrate/appropriate authority to this effect along with the respective documents at the time of trade test failing which the candidature shall be liable to be cancelled.
- g. Candidature will be liable for cancellation for the post applied for and/or removal from the services of the company after joining, if, at any stage, it is found that information furnished in the application is misleading/incomplete/false. The candidates are advised to give specific/correct/full information and attach proof thereof by way of attested photocopies of the original documents/certificates etc. before making the application, candidate must ensure that the minimum criteria laid down for the posts are fulfilled.
- h. No Travelling allowance shall be reimbursed for appearing in the Written/Trade Test.
- i. HCL reserves the right to reject any application/ candidature at any stage of the recruitment process if the candidate is found ineligible for the applied post.
- j. HCL reserves the right to change the number of vacancies and/ or restrict, if required, without issuing any further notice or assigning any reason thereof.
- k. Any canvassing directly or indirectly by the applicant shall disqualify his/her candidature.
- l. Legal jurisdiction in case of any dispute arising out of this recruitment shall be Balaghat only.

13 How to apply

- I. Neatly printed application in prescribed format on A4 size paper only to be used.
- II. Self-attested photocopies of the following documents should be attached with the application.
 - a. Matriculation / Secondary Certificate as proof of Date of Birth.
 - b. Marks Sheet / Certificate of Matriculation / 10th / Secondary, Diploma in Mining, as applicable, in support of qualification.
 - c. Mine Foreman/Mate Certificate of competency (unrestricted) issued by DGMS.
 - d. Experience certificate as applicable.
 - e. Caste Certificate in format prescribed by the Govt. of India, if applicable.
- 14 One recent passport size color photograph duly signed by the candidate should be pasted at the specified place in the application form. Two additional copies of color passport size recent photograph should be attached with the application form. Candidates are advised to keep few more copies of the same photograph with them, which shall be required at the time of written test and at later stage.

15 Duly- filled in application, complete in all respect, along with all required documents should be sent through SPEED POST OR REGISTERED POST to the following address & on the cover of the envelope "NAME OF THE POST APPLIED" should be written/super scribed compulsorily.

**Manager (HR)
Hindustan Copper Limited
Malanjkhand Copper Project
Tehsil: Birsa
P.O- Malanjkhand
District-Blaghat
Madhya Pradesh-481116**

16. HCL shall not be liable for any delay or loss in postal transit for any reasons whatsoever.

**(Arjun Lohara)
Manager (Human Resource)**

Note: Please see the next page for Proforma of Application.



APPLICATION BLANK

Please fill in BLOCK LETTERS. Incomplete applications shall be rejected.

To,

Manager (Human Resource)
Hindustan Copper Limited
Malanjkhand Copper Project
Tehsil- Birsa
Dist: Balaghat (M.P)-481116

Please paste (not pin)
a recent passport size
coloured photograph

Name of the post Applied for : _____

1. Name : _____

2. Date of Birth (dd/mm/yy) _____

3. Father's name: _____

4. Correspondence Address:

_____ PIN _____

5. Mobile: _____ Landline Telephone _____

6. Gender: _____

7. E-mail: _____

8. Domicile State: _____

9. Category (please tick (✓) the appropriate category) :

SC

ST

OBC

EWS

UR

10. Marital Status: _____

11. Academic/ Professional Qualification:

| Examination Passed | Board/Univ./Institute | Year of Passing | Duration of Course | Div./ Grade | Marks obtained (%) |
|--------------------|-----------------------|-----------------|--------------------|-------------|--------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

12. Experience: (Recent first)

| Name of Organization* | Position Held | Period | | Scale of Pay/ Grade | Reasons for Leaving |
|-----------------------|---------------|--------|----|---------------------|---------------------|
| | | From | To | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

- *Please specify whether Govt. or otherwise*

13. Publications/ Awards/ Scholarship/ any other relevant details:

Undertaking:

I, hereby, certify that the information provided above is true to the best of my knowledge and in case it is found to be false or incorrect or suppressed, the contractual engagement shall be liable to be terminated forthwith without prejudice to any legal/ disciplinary action as deemed fit by the Management. I have gone through the full text of the advertisement and agree to all the conditions detailed therein.

(Signature of candidate)

Place:

Date:

Enclosures:

NB: Please use separate sheet if space is inadequate for filling SI No 12 & 13. The format must be same. Please sign on each page of the application form.