



HMT MACHINE TOOLS LTD

(HMT Colony P O, Kalamassery, Ernakulum, Kerala - 683503)

Ref : MTK/HRM/Ex-Employee Engagement/08

Date:22.07.2021

Sub: Requirement of Tech/Office/Executive Associate "E" on contract basis

Applications are invited from the **ex-employees** who have superannuated/retired from the services of HMT Limited & its Subsidiary Companies/Units for the post as above on contract basis at HMT Machine Tools Limited Kalamassery.

The details of requirements are specified as below:

	Contract engagement to	Tech/Office/Executive Associate "E"
a)	No. of engagement	1 (One)
	Duration	Three months
	Equivalent Grade	PS VI
	Qualification	Degree
	Job requirement	<ul style="list-style-type: none">• Security control• Management of Civil department• Civil contract procedures and tendering
	Experience	Minimum 20 years of Experience in security systems, security control and in civil department
	Consolidated remuneration (per month)	Rs. 35,500/-

GENERAL CONDITIONS:

1. Candidates who retired in the grade PS VI and fulfill the criteria of qualification and experience in line need only apply.
2. The contract engagement will be temporary in nature. The contract will be initially for a period of Three months from the date of engagement strictly as per the terms of contract and the same can be extended or terminated based on the requirement of the Company/performance of the individual.
3. The contractual engagement will be for a specific period. The Tech/Office/Executive Associate "E" so engaged will neither have any right nor lien on the job held by him / her and shall not claim regular employment.

4. The Tech/Office/Executive Associate "E" so engaged shall not construe it as a permanent employment and shall not be entitled to regular employment.
5. The engagement as Tech Tech/Office/Executive Associate "E" shall not be considered as a case of re-employment and shall not be counted as in the service for the purpose of pension or any other retirement benefits.
6. During the period of engagement, the Tech/Office/Executive Associate "E" should not take up any assignment / jobs outside the Organization.
7. The Tech/Office/Executive Associate "E" so engaged will be required to make his / her services be available on Holidays / weekends as and when called upon to do so in exigencies for which no additional remuneration be paid.
8. The candidate should be less than 61 years of age with minimum 12 months of consulting period as on the date of the application. The contract period will not be extended beyond 62 years of age.
9. The Tech/Office/Executive Associate "E" will be paid a consolidated remuneration as specified above. Applicable statutory deductions, if any, will be deducted at source.
10. Selection will be made strictly on the basis of merit, past service record, aptitude and performance in the interview.
11. The engagement will be subject to submission of medical fitness certificate certifying that the candidate is medically fit for the job which is to be assigned to him / her.
12. Satisfying all the above conditions, preference will be given to SC/ST/OBC/PWD/Minority candidates as per the Presidential Directives.
13. If any information provided by the candidate is found to be false or not found in conformity with eligibility criteria mentioned in the advertisement, then the same will be liable for rejection at any stage of selection process or even after engagement.
14. The candidates shall have to appear for interview at their own cost. No TA/DA will be paid for attending the interview.
15. Management reserves the right to call or not to call any/all of the candidates who have responded against this advertisement.
16. Management will not be responsible for delayed receipt/non-receipt of applications.

17. The decision of Management regarding selection will be final.
18. The legal jurisdiction will be Ernakulam alone in case of any dispute.
19. Applications should be made only in the prescribed application format given below. If required a separate sheet may be attached. Completed application forms along with copies of relevant documents should be submitted in person / by post / speed post to the Unit HR Chief, HMT Machine Tools Ltd, Kalamassery. HMT Colony. P.O, Pin-683503 **on or before 13th August 2021**. Applications received thereafter will not be entertained.


Unit Chief

HRM Chiefs of All Subsidiary Companies of HMT Ltd.

HRM Chief of FPA/ABD/CHO

All Notice Boards

DCVO

**HMT MACHINE TOOLS LTD**

HMT Colony P.O, Kalamassery, Ernakulam, Kerala PIN:683503

KALAMASSERY UNIT

(Please use BLOCK LETTERS ONLY)Affix Passport
Size
Photograph

APPLICATION FOR THE POST OF :										Advt. Ref.No. & Date:							
1	Name Mr. / Ms.																
2	S/o, D/o, W/o																
3	Address for communication (With PIN Code)																
	Telephone Nos. with STD code		Office				Res										
	Mobile																
	E-mail Ids		1														
		2															
4	Date of Birth		D	D	M	M	Y	Y	Y	Y	Age (as on date of application)		Y	Y	M	M	
5	Caste/Category		SC	ST	OBC	GEN	PH	MINORITY		(Tick appropriate column)							
6	Qualification (Copies of all Marks Cards & Degree Certificates to be enclosed)																
	Exam passed		Year of passing		Full/part time	Course duration		University / Institution				% of marks		Specialization			
7	Experience in HMT & its Subsidiary/units : (Details of nature of duties, may be given in ANNEXURE)																
	HMT Ltd/Units		Designation (Specify grade)		Nature of duties			Period (Commencing from latest / present)						Pay & Pay scale			
From								To		Duration							
							M	Y	M	Y	Y	M					
Certified that the information furnished above are true.																	
Place :										(Signature)							
Date :																	