



## HMT MACHINE TOOLS LTD

HMT Bhavan, 59, Bellary Road, Bangalore – 560 032

No. : MTL/HRM/Cont.1(advt.)/2019-20

24<sup>th</sup> June, 2019

### **REQUIRES**

#### **PROFESSIONALS ON CONTRACT BASIS IN VARIOUS AREAS**

HMT Machine Tools Limited, a wholly owned subsidiary of HMT Limited, a Govt. of India PSU, is a leading Machine Tools Manufacturer, having Manufacturing Units and Marketing Divisions spread all over India. The company manufactures various types of Metal Cutting and Metal Forming Machine Tools in addition to CNC Control Systems, Precision Ball Screws and Offset Printing Machines.

The Company has prepared its vision 2020 document and is planning to multiply its business turnover by venturing into various new business opportunities through joining hands with established organisations in the field of Aerospace, Defence, Nuclear, Power, Transportation, etc.

The Company offers challenging career opportunities, growth and is looking for professionals on contract basis for its requirement in various areas as detailed below:

<b>Post</b>	<b>Executive Technical – B (Sales &amp; Servicing) / Executive Technical – B (Corporate Planning) /</b>
No. of vacancies	2 (Two) (one each)
Place of posting	For Executive Technical – B (Sales & Servicing) - Marketing Office in Bangalore, Chennai  For Executive Technical – B (Corporate Planning) - Bangalore
Duration	1 year, which may be extended upto maximum of three years, based on the individual's performance and organizational requirement
Qualification	B.E. / B. Tech. (Mechanical / Electrical / Electrical & Electronics) with score of minimum aggregate 60% from a recognized University
Experience	Candidates preferably with 1-2 years of experience in the relevant areas.  Graduate Engineers who have undergone apprentice training in CPSEs may also apply  Freshers may also be considered based on the performance in the interview.
Age	Below 30 years as on 01-06-2019
Remuneration	Consolidated remuneration of Rs. 16,500/- pm. Applicable statutory deductions and TDS shall apply for all positions

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<b>Post</b>	<b>Executive - Finance</b>
No. of vacancies	1 (one)
Place of posting	Bangalore
Duration	1 year, which may be extended upto maximum of three years, based on the individual's performance and organizational requirement
Qualification	MBA / PGDBM in Finance with score of minimum aggregate 60% from a recognized University & preferably with commerce background
Experience	Candidates preferably with 1-2 years of experience in the relevant areas.  Freshers may also be considered based on the performance in the interview.
Age	Below 30 years as on 01-06-2019
Remuneration	Consolidated remuneration of Rs. 16,500/- pm. Applicable statutory deductions and TDS shall apply for all positions

<b>Post</b>	<b>Executive - HR</b>
No. of vacancies	1 (one)
Place of posting	Bangalore
Duration	1 year, which may be extended upto maximum of three years, based on the individual's performance and organizational requirement
Qualification	MBA / PGDBM in HR with score of minimum aggregate 60% from a recognized University
Experience	Candidates preferably with 1-2 years of experience in the relevant areas.  Freshers may also be considered based on the performance in the interview.
Age	Below 30 years as on 01-06-2019
Remuneration	Consolidated remuneration of Rs. 16,500/- pm. Applicable statutory deductions and TDS shall apply for all positions

<b>Post</b>	<b>Sr. Associate 'A'</b>
No. of vacancies	1 (one)
Place of posting	Marketing Office in Bangalore
Duration	1 year, which may be extended upto maximum of three years, based on the individual's performance and organizational requirement
Qualification	Diploma in Mechanical / Electrical Engineering with score of minimum aggregate 60% from a recognized University

Experience	Candidates preferably with 1-2 years of experience in the relevant areas.  Freshers may also be considered based on the performance in the interview.
Age	Below 30 years as on 01-06-2019
Remuneration	Consolidated remuneration of Rs. 16,500/- pm. Applicable statutory deductions and TDS shall apply for all positions

**SELECTION CONDITIONS:**

- a) Only Indian Nationals need apply.
- b) Engagement of persons on contract basis is solely at the discretion of the Management, based on suitability of candidates and no claim will arise for Selection, if contract engagements are not done due to unsuitability/insufficient number of candidates etc.
- c) The listed requirement / no. of vacancies are subject to change as per the requirement of the Organisation and can be increased / decreased.
- d) The candidature of the applicant would be provisional and subject to subsequent verification of certificate/testimonials.
- e) Candidates appearing for interview shall bring all the relevant certificates, testimonials as prescribed for various categories with originals and one set of self attested Photostat copies.
- f) Interviews shall be held by the Selection Committee of the Company constituted by the Competent Authority.
- g) After the approval by the Competent Authority for engagement of candidate(s), an offer of contractual engagement will be issued.
- h) The candidates shall have to appear for interview at their own cost and no TA/DA will be paid for attending the interview.
- i) Management reserves the right to select or not to select any/all of the candidates who have attended the interview. The decision of the Management regarding procedure adopted for selection and the selection of candidate will be final.
- j) The Competent Authority reserves the right to withdraw the process in full or in part and also the right to reject any or all applications received without assigning any reasons or giving notice etc.

**GENERAL CONDITIONS :**

1. Application should be made in the prescribed application format only, along with copies of relevant documents. The filled-in applications received without the supporting documents or incomplete applications will be outright rejected and no correspondence in this regard will be entertained.
2. Candidates belonging to SC/ST/OBC(non-creamy layer)/PWD/Ex-Servicemen /Minority /EWS category should enclose a copy of the certificate issued by the Competent Authority to that effect. Category should be carefully filled-up in the application format as this will not be allowed to be changed at a later date.
3. Candidates belonging to OBC category are required to produce the recently obtained OBC Certificate and self-undertaking for OBC (Non-Creamy Layer) status (not older than 6 months as on the date of advertisement) in the format prescribed by Govt. of India and issued by the Competent Authority (format available in Careers section of our website [www.hmtindia.com](http://www.hmtindia.com)). OBC candidates who do not belong to Non-Creamy Layer should submit their application under General category only.
4. Candidates belonging to PWD/Ex-Servicemen are required to furnish attested copies of certificates in support of their claim.
5. Candidates applying under EWSs category are required to produce 'Income and Asset of the Family' Certificate in the prescribed format (format available in Careers section of our website [www.hmtindia.com](http://www.hmtindia.com)).
6. Relaxation in age and experience may be considered at the sole discretion of the management depending upon the merit and performance during the interview.
7. Selection will be made by a Committee constituted by the Competent Authority.
8. Any canvassing by or on behalf of the candidate or to bring political or other outside influence with regard to selection/engagement shall be a disqualification.
9. If any information provided by the candidate is found to be false or not found in conformity with the eligibility criteria mentioned in the advertisement, then the same will be liable for rejection at any stage of selection process or even after the engagement.

- 10.The company shall not be liable for any damage/ injury/ loss to the individual, if any, sustained during the entire selection process and journey.
- 11.No correspondence regarding the rejection of application in case of ineligibility will be made or entertained.
- 12.Company will not take any responsibility for any delay in receipt or loss in portal transit of any application or any communication like interview call/offer letter etc.
- 13.The engagement is purely on fixed tenure basis. Contractual engagement of a person shall not be construed to be permanent employment and as such appointees shall not be entitled to any preferential treatment equivalent to a permanent employee or entitled to regular employment in that or any other services in the Company.
- 14.Those who are selected for contractual engagement shall undergo medical check-up and produce a medical Fitness Certificate issued by a qualified Registered Medical Practitioner before joining the company. Those found medically unfit will not be engaged and the offer letter shall stand withdrawn in such cases.
- 15.The legal jurisdiction in case of any dispute will be the courts of Bangalore only.

Application in the prescribed format duly filled enclosing therewith the a set of self attested photocopies of the relevant certificates in proof of qualification, age, category, experience etc., (all the relevant original certificates should be produced at the time of interview) and affixing passport size photograph at the space provided should be sent in sealed cover super scribed “**APPLICATION FOR THE POST OF \_\_\_\_\_**”so as to reach the following address **on or before 11.07.2019 by 5.30pm**

Application has to be sent through Ordinary post / Speed Post / Registered Post / Courier only. Application received through other modes, viz., Fax / E-mail / By hand will not be accepted and summarily rejected.

**The Deputy General Manager (CP & HR)**

HMT Machine Tools Limited,

HMT Bhavan,

No.59, Bellary Road,

**BANGALORE - 560 032**

**Sd/-  
Dy. General Manager (CP & HR)**



## HMT MACHINE TOOLS LIMITED

Registered Office: HMT Bhavan,  
# 59, Bellary Road, Bangalore - 560 032

Affix Passport  
size photo

(Please fill boxes in **BLOCK LETTERS ONLY**)

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)										
3.1	Telephone Nos. (with STD code)		Office			Residence.					
3.2	Mobile										
3.3	E-mail Ids		1								
			2								
4	Date of Birth (as per Matric./ SSLC/SSC certificate)		DD	M M		YY	Age (as on date of application)		YY	MM	
5	Caste/Category		SC	ST	OBC	GEN	PH	MINORITY	EWS	(Tick appropriate column)	
6	Qualification (self attested Xerox copies of all marks cards & degree certificates are to be enclosed)										
	Exam passed	Yr of passing	Full/ part time		Course Duration	University/ Institution		Aggt. % Marks	Specialisation		
6.1											
6.2											
6.3											
6.4											
6.5											
6.6											

7	Post-qualification Experience: (self attested Xerox copies of experience certificates are to be enclosed). For experience details, separate sheet may be attached as Annexure)										
	Organisa- tion & Address	Desig- nation	Nature of duties	Period (commencing from latest / present)						Company's Turnover	Basic Pay & pay Scale
				From		To		Duration			
				MM	YY	MM	YY	YY	MM		
7.1											
7.2											
7.3											
7.4											
7.5											
7.6											
<b>TOTAL P.Q. EXPERIENCE</b>											
8	<b>Any two references with contact details (other than relatives)</b>										
	Name& designation		Address			Phone No./Mobile No.			Email ids		
8.1											
8.2											
9	Details of relatives working in HMT Ltd. or its Subsidiary Cos.										
10	Demand Draft details		Date & DD No			Amount. (Rs.)			Bank Details		
<b>Original testimonials in respect of Sl. No. 4,5,6 &amp; 7 must be produced at the time of interview</b>											
<b>Certified that the information furnished above are true to the best of my knowledge information &amp; belief. If, at a later date, the information furnished above are found to be false or inaccurate, the Management is free to take appropriate action as per the extant rules.</b>											
<b>Place :</b>											
<b>Date :</b>											
											<b>(Signature of the Applicant)</b>

**STATEMENT OF DOCUMENTS ENCLOSED TO THE APPLICATION FORMAT**

Sl. No.	Documents	Status (tick the relevant column)		
		Yes	No	NA
1.	Demand Draft for the prescribed amount			
2.	Proof of date of birth (SSLC / Matriculation Marks Card)			
3.	Proof of Caste - SC/ST in the prescribed format			
4.	Latest OBC Certificate (Non creamy layer) in the format as applicable for appointment to posts under Govt. of India to be produced			
5.	Income and Asset Certificate in the format as applicable for EWSs Category			
6.	Ex-Servicemen Certificate			
7.	PWD Certificate issued by the Competent Authority (Govt. Hospital or Medical Board attached to Special Employment Exchange for the handicap) as per the "Persons with Disabilities (Equal Opportunities, protection of right and full participation) Act, 1995"			
8.	Minority Declaration Certificate			
<b>Qualification Certificates</b>				
1.	Degree Certificate			
2.	PG Degree / Diploma Certificate			
3.	Other Qualifications / Certificates if any (Pl. specify)			
4.	Post-Qualification Experience Certificate (s)			
5.	Latest salary certificate issued by your employer			

**Note :**

- 1) Candidates to bring one set of photo copies of all marks cards along with original for verification at the time of interview.
- 2) The self attested copies of the documents / certificates should be enclosed to this format in the same order.