



CEMENT CORPORATION OF INDIA LIMITED
(A GOVT. OF INDIA ENTERPRISE)
REGD. OFFICE: CORE-V, SCOPE COMPLEX,
7-LODHI ROAD, NEW DELHI-110 003

ADVERTISEMENT No CO/01/2020

Cement Corporation of India Ltd. CCI is a profit making Central Govt. Public Sector Undertaking engaged in manufacturing and marketing of cement. Its vision is to emerge as one of the best cement companies committed to contribute to the economy and enhancing the value of stakeholders.

CCI is looking for dynamic and result oriented professionals, for the following positions which are presently meant for Units i.e., Bokajan (Assam), Rajban (Himachal Pradesh), Tandur (Telangana) on regular basis:-

Post Code	Name of the Post	Grade	Discipline	No. of Post	Category	Max. Age (Yrs.)	Min. Post Qualifi. Exp. (Years)
01	Addl. General Manager	E-6	Technical/ Mechanical/ Production	03	UR	50	16
02	Dy. General Manager	E-5				48	14
03	Sr. Manager	E-4	Production	01	UR	46	12
04	Manager	E-3	Production	01	OBC	44	08
05	Dy. Manager	E-2	Finance & Accounts	01	UR	42	05
06	Accounts Officer	E-1	Finance & Accounts	02	01-OBC* 01-UR	35	02
07	Officer	E-1	Human Resource	01	PWD*	35	02
08	Engineer	E-1	Mechanical	01	UR	35	02

*- Backlog vacancy

- Age as on the last date of submission of the application i.e. 07.04.2020 (Tuesday).

Grade wise eligibility for PSU and Private Sector Candidates:

Regular Basis			
Applied Grade	Scales/Approx. CTC	Eligibility for PSU Candidates alongwith minimum Post Qualification Experience	Eligibility for Pvt Candidates Alongwith minimum Post Qualification Experience
Executive Cadre			
E-6	36600-62000	Candidate Must be holding analogous post or two years' experience in Scale of 32900 -58000 or 80000-220000	Candidate must be employed on regular capacity with CTC Rs 16 Lakhs per annum
E-5	32900-58000	Candidate Must be holding analogous post or two years' experience in Scale of 29100-54500 or 70000-200000	Candidate must be employed on regular capacity with CTC Rs 14 Lakhs per annum
E-4	29100-54500	Candidate Must be holding analogous post or two years' experience in Scale of 24900-50500 or 60000-180000	Candidate must be employed on regular capacity with CTC Rs 12 Lakhs per annum
E-3	24900-50500	Candidate Must be holding analogous post or two years' experience in Scale of 20600-46500 or 50000-160000	Candidate must be employed on regular capacity with CTC Rs 10 Lakhs per annum
E-2	20600-46500	Candidate Must be holding analogous post or two years' experience in Scale of 16400-40500 or 40000-140000	Candidate must be employed on regular capacity with CTC Rs 8 Lakhs per annum
E-1	16400-40500	Candidate Must be holding analogous post or two years' experience at E-0 level / Supervisory Cadre	Candidate must be employed on regular capacity with CTC Rs 6 Lakhs per annum


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Essential Qualification & Experience required for regular vacancies:

Discipline	Essential Qualification	Essential Experience with Minimum Post Qualification Experience
Executive Cadre		
Technical/ Production/ Mechanical (Post Code-01 & 02)	Full time Engineering Degree in Chemical Engineering/ Mechanical Engineering	Full Time Executive experience of maintenance, operation and production, project planning, implementation and coordination of large size modern Cement Project at senior management level.
Production (Post Code-03 & 04)	Full time Engineering Degree in Chemical Engineering	Full Time Executive Experience in production, quality control, fuel efficiency, pyro processing preferably in dry process cement plant.
HR (Post Code-07)	Full time 2 years MBA/PG Diploma/MSW in HR / Personnel Management/ Labour Welfare/IR	Full Time Executive cadre experience in HR, Industrial Relations, Welfare, Labour Laws, Administrative Functions in reputed private company or Supervisory/Executive cadre in PSU.
Finance & Accounts (Post Code-05)	CA/ICWA/ Full time 2 years MBA (Finance).	Executive experience in Finance & Accounts in manufacturing based company or PSU.
Finance & Accounts (Post Code-06)	CA/ICWA/ Full time 2 years MBA (Finance).	Executive experience in Finance & Accounts in manufacturing company or in PSU at supervisory/executive level.
Mechanical (Post Code- 08)	Engineering Degree in Mechanical Engineering	Executive experience in erection, commissioning, maintenance and troubleshooting of plant and machinery in Cement industry or in PSU at supervisory/executive level.

Terms & Conditions and Instructions:

I. General Conditions

- 1 Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- 2 Only Indian Nationals can apply.
- 3 All qualifications should be recognized by Indian University / Institutes recognized by AICTE / UGC / appropriate statutory authority of Govt. Of India.
- 4 The eligibility criterion for each position is given in above tables. The cut-off date for Age, Experience will be on the last date of applying. The candidate must be holding an eligibility post on the cut-off date.
- 5 The candidate must meet all the criterion as per above criterion.
- 6 Incomplete/ineligible applications will be rejected summarily.
- 7 CCI reserves the right to cancel/restrict/enlarge/reopen the recruitment process, if the need so arises, without issuing further notice or assigning any reason thereof.
- 8 All positions carry All India Service Liability. The Management, at its discretion, can post the selected candidates at any Unit/Offices of the Corporation.
- 9 **Any corrigendum / clarification on this advertisement, if necessary, shall be uploaded on CCI website only & no separate press coverage will be notified for this purpose.**
- 10 Outstation candidates called for interview for the post shall be reimbursed AC 3 tier Rail fare by the shortest route on submission of ticket(s) / PNR no., or actuals, whichever is less.
- 11 Candidature of any candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining if any information provided by the


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candidate is false or is found to be not in conformity with eligibility criteria mentioned in the advertisement.

- 12 All correspondence will be made at email id only as mentioned in the application form. No hard copies will be sent by CCI while corresponding with short listed candidates.
- 13 The successful candidate shall be offered a CTC (approximate) of Rs. 17.73 plus PRP at E-6 level, Rs. 15.34 plus PRP at E-5 level, Rs. 14.10 plus PRP at E-4 level, Rs.12.06 plus PRP at E-3 level, Rs. 9.98 plus PRP at E-2 level and Rs. 7.94 plus PRP at E-1 level.
- 14 Medical facility for self and dependent family members will be provided by the Corporation.

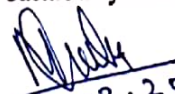
II. Reservation

- 15 Reservation of Post(s) for SC/ST/OBC/PWD/EWS are as per Govt. Of India guidelines.
- 16 Age Relaxation: Upper age limit is relaxable by 5 years in respect of SC/ST candidates and 3 years in respect of OBC (Non-creamy layer) candidates against reserved positions only. Candidates belonging to the OBC Category are required to submit recently obtained Community Certificate in proof of their Community (issued in the year 2020), stating that they do not come under the creamy layer, from a Competent Authority, in the prescribed format. In respect of Persons with Disabilities (PWDs), upper age limit is relaxable by 05 years, which will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC. For candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989, upper age limit is relaxable by 5 years. Relaxation will be extended as per rules in respect of Ex-servicemen / Commissioned Officers /ECOs/SSCOs who have rendered at least 5 years of Defence service and have been released on completion of assignment. Management has the right to reduce CTC requirement for backlog vacancies. For posts against UR (Unreserved), SC/ST/OBC may also apply alongwith UR, strictly meeting the criteria eligibility for UR.
- 17 As per DoPT OM F.No.36039/1/2019-Estt. (Res.) dated 19th January, 2019 & DPE OM FM 20(10)/99-DPE-GM-Part-2019-FTS-1517 dated 25.01.2019, the reservation to EWS is also applicable on submission of the requisite certificate, which will be verified from the issuing authority.

III. The internal candidates meeting the eligibility criteria and found suitable for the post will be given preference and age relaxation of 03 years.

IV. Selection Procedure

- 18 The eligible candidates shortlisted for the above posts will be called for Interview based on declaration made in the application form. They should produce the original documents in support of their meeting eligibility condition at the time of Interview, if shortlisted, failing which such candidates will not be permitted to appear for the interview and Travelling Allowance will not be reimbursed to them. The travelling allowance will be limited for the journey between the correspondence address, as declared by the candidates in their application form, and the venue of interview.
- 19 Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being called for interview.
- 20 Other things being equal, eligible candidates with additional relevant professional qualification and having added experience in cement industry etc. will be given preference.
- 21 Post qualification experience will be reckoned from the date of passing the exam i.e. issuance of Degree or issuance of Mark sheet.
- 22 Candidates shortlisted for Executive Cadre may be considered for lower grade in the same cadre depending upon the suitability/availability of post and


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- performance in the interview provided the candidate meets all criterion stipulated for the post applied.
- 23 Candidates who had been selected in last two years and failed to join, need not apply for the same position.
 - 24 Only shortlisted candidates will be notified for interview. CCI reserves the right to shortlist the candidates. No correspondence will be entertained with the candidates not selected for interview/written test.
 - 25 Computer knowledge is essential for all posts.
 - 26 In case of large number of applications are received against one post, short listing of candidates for interview will be done based on the relevant experience current CTC/monthly pay, higher qualification based on documents enclosed with the applications.
 - 27 If required, Written Test / Group Discussion can be conducted for shortlisted candidates before interview for Executive posts.
 - 28 The decision of Management regarding shortlisting for interview/selection will be final.

V. Employment Status


- 29 Only post qualification experience will be considered. Post qualification experience will be reckoned after the date of passing the exam i.e. issuance of Degree or issuance of Mark sheet for all **Executive Posts**.
- 30 On the last date of application and on the date of interview, the candidate must be on the regular employment, failing which the candidate will not be considered. Management has the right to cross-check the experience with the present organization before interview or at any point of time during the process.

VI. For Information on Rejection of Application

- 31 The rejected applications will be weeded out after 06 months of the date of interview/cancellation of process and no separate communication /correspondence/ information will be made on rejection.

VII. How to apply

- 32 The prescribed form in word / PDF format can be downloaded from CCI Website www.ccilttd.in. The form should be filled electronically/typed neatly and taken a print out of it for sending through post. **No hand written forms will be accepted.**
- 33 **Candidates will be required to submit only the application form in the prescribed format (in hard copy by post). No educational/qualification documents should be send to CCI alongwith the application form. Self-declaration of the candidates in the application form will be treated as final.**
- 34 It is the liability of the candidates to submit original documents in case they get short listed for further process of recruitment. If any information provided by the candidate is found to be false or incorrect, not as per declaration in the application form or is not in conformity with the eligibility criteria, then his / her candidature is liable to be rejected at any stage of the recruitment process or even after recruitment or joining.
- 35 The candidates working in Private Sector need to submit Form 16, latest salary slip, CTC statement duly signed by their employer, if short listed, failing which their candidature will be cancelled.
- 36 The candidates working in PSU/Government department need to submit the proof of grade and latest salary slip, if short listed, failing which their candidature will be cancelled.
- 37 No other means/mode of application shall be accepted. Applications in other format will be rejected.


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VIII. General Information & Instructions

- 38 Candidates employed in Central/State Public Sector Undertaking/Govt. organization who fulfil the above eligibility criteria may apply through proper channel OR will be required to produce 'No Objection Certificate' from the employer at the time of interview OR will be required to produce relieving certificate from the current employer at the time of joining, if selected.
- 39 Interested candidates may send their applications duly completed in all respects as mentioned above by ordinary post in the cover super scribed "Application for the post of _____" and send the same at the following address :-
- Manager (HR)
Cement Corporation of India Ltd,
Post Box No. 3061
Lodhi Road Post Office
New Delhi-110003
- 40 **Last date of receiving application will be 07.04.2020 (Tuesday).**
- 41 Applications received after the due date will not be considered.
- 42 CCI will not be responsible for any postal delay or loss/non-delivery of the applications.
- 43 The decision of Chairman & Managing Director, Cement Corporation of India in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of interviews, selection and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.


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