

MISHRA DHATU NIGAM LIMITED
(A Government of India Enterprise)
(A Mini Ratna-1 Company)
Regd.Office: P.O.Kanchanbagh, Hyderabad-500058. (A.P).
EMPLOYMENT NOTICE

MIDHANI, a mini Ratna-1 and an ISO 9001-2008 company, is a hi tech Metallurgical industry under the administrative control of Defence, engaged in the manufacture of super alloys and special steels, titanium alloys in various mill form and shapes for strategic sectors like Defence, Space, Atomic Energy and also for Commercial sectors. The present turnover of the Company is over Rs. 500 Crores and is expected to cross Rs. 1000 Crores by 2014. The company is looking for high performing, dynamic and highly skilled technical/ non-technical hands in non-executive cadre in the following areas.

1. Senior Operative Trainee (SOT)(WG-4) : Pay Scale: Rs. 8500-3%-20850 ;No of posts:13
Reserved: SC-2, ST-1 ,OBC-3.PWD:1(Visually Handicapped)

S No	Discipline	Qualification	No of posts	
			Fresh candidates	Experienced candidates
1	Mechanical	Diploma in Mechanical Engg. With 60% marks	2	2
2	Metallurgy	Diploma in Metallurgical Engg. With 60% marks	2	1
3	Electrical	Diploma in Electrical/Electrical & Electronics Engg. With 60% marks	2	2
4	Instrumentation	Diploma in Instrumentation Engg. With 60% marks	1	1

Upper Age Limit: Fresh candidates: 35yrs; Experienced candidates: 40yrs

Experience:

Fresh candidates: min of 2 yrs post qualification Industrial experience in relevant area.

Experienced candidates: min of 5 yrs post qualification Industrial experience in relevant area.

2. Junior Operative Trainee (JOT)(WG-2): Pay Scale: Rs. 7750-3%-19040; No of posts:47
Reserved: SC-7,ST-4 ,OBC-13.PWD:2(1 for OH and 1 for HH)

S No	Trade	No of posts	
		Fresh candidates	Experienced candidates
1	Fitter	7(3W*)	3
2	Welder	3	2
3	Turner	7(3W*)	--
4	Machinist	6(2W*)	--
5	Mill hand	5	2
6	Electrician	6	2
7	Crane Operator & Forklift Operator	--	3(1+2)
8	Sheet Metal Workers	--	1

W* Posts are exclusively for female candidates.

Qualification: Fresh candidates: SSC+ITI+NAC or equivalent in respective Trade
Experienced candidates: SSC or ITI+NAC or equivalent in respective Trade

Upper Age Limit: Fresh candidates:30yrs; Experienced candidates : 35yrs

Experience:

Fresh candidates : No experience required .

Experienced candidates: min of 5 yrs post qualification Industrial experience in relevant area.

3. Junior Assistant (WG-4): Pay Scale : Rs 8500-3%-20850; No of posts:7

Reserved: SC-1, ST-1 ,OBC-1,Ex Serviceman-1

Qualification: Graduation(except professional courses like Engineering/ Technology/ Medicine) with Relevant Certificate course in PC operation (MS Office) from reputed/recognized Institutions or Graduation having PC Operation(MS Office) as one of the subjects is essential. Pass in Typewriting Higher (English/Hindi) is preferable.

Experience: Minimum of 2 years post qualification experience in relevant area.

Area of work	No of posts	Qualifications with 2 years experience
HR	1	Graduate preferably with HR & Admn. Background.
Marketing	1	Graduate preferably in Science with Marketing Background.
ER	1	Graduate preferably with CAD background.
Store/Purchase	2	Graduate preferably with Materials Management background.
Finance	2	Graduate preferably in commerce with commerce background.
Total	7	

1. **JOTs& SOTs** will be on training for a period of one year and after successful completion of training period, they will be absorbed into company's regular pay scales. During the training period they will be paid Basic pay and applicable D.A in the pay scales of corresponding Wage Groups. Once they are absorbed into regular pay scale they will be paid Basic+D.A. along with applicable allowances & perks in the respective wage groups.
2. **Junior Assistant (WG-4)** will be offered at minimum of the pay scale of WG-4 and applicable perks and allowances.

3. Selection Procedure:

Candidates short-listed based on the initial screening of applications will be called for written Test. Candidates qualified/shortlisted in the written test will be called for practical /Trade Test (Wherever applicable) and those who shortlisted in written test will be called for Personal Interview. Date, Time and Venue of the written Test/Practical/Trade Test will be intimated to the short-listed/eligible candidates through E-mail/Midhani Website only. Candidates called for interview are required to bring the certificates (original and one set of attested photocopies) in proof of Qualification, Age, Experience, Category (as applicable), Ex-Servicemen discharge book (as applicable) Employment Exchange Registration card etc and two passport size color photographs.

4. **General Conditions:**

- a) Only Indian Nationals need to apply;
- b) Application fee is Rs.100/- ;
- c) Candidates belonging to SC/ST/PWD/Ex-Servicemen category are not required to pay the application fee;
- d) Mode of Payment: in the form of DD/Postal Order drawn in favour of MISHRA DHATU NIGAM LIMITED, payable at Hyderabad from any nationalized Bank/Post Office;
- e) Midhani reserves the right to increase/ decrease the specification depending upon the response. Mere submission of application will not entail right for claiming employment;
- f) Incomplete applications in any respect will be summarily rejected;
- g) Midhani reserves the right to cancel the advertisement and /or the selection process there under without assigning any reason;
- h) Applicants serving in Government/Public Sector, Semi-Government organizations should produce “No-Objection Certificate” at the time of interview;**
- i) Candidate must indicate the aggregate marks (of all semesters/years put together) obtained in ITI/ Diploma/ Graduation etc in the application. Aggregate marks are to be calculated as shown below:
Total Marks obtained in all semesters or Years ÷ Max. Marks (Cumulative of all semesters or years) X100
- j) Canvassing in any form or bringing outside influence will be a disqualification;
- k) Selected candidates will be issued with provisional offer of appointment initially and after receipt of satisfactory verification report of Character and antecedents from concerned authorities, final offer of appointment will be given as per the company rules;
- l) Decision of Midhani Management regarding selection will be final. Further, Midhani Management reserves the right to fill up or otherwise any or all the notified post and also to fill up future vacancies if any from the valid panel of selected candidates as per the rules of the company;
- m) Candidates who have work experience have to produce the experience Certificate on the letter head of the company. The letter head of the company should have the details of the company Registration Number. The experience certificate should be signed by authorized signatory with details of the signatory;
- n) Medium of selection tests (written, Practical/Trade test) will be in English only;
- o) Candidates are required to apply against only one post in response to this advertisement ;
- p) Before applying the candidates should satisfy themselves regarding eligibility criteria desired for the post;
- q) Candidates, who possess the qualification higher than the qualification prescribed for the post, need not apply.** If it is found at any stage of the selection process that the candidate possesses the qualification higher than the qualification prescribed for the post, his/her candidature /selection will be cancelled without notice;
- r) Candidates not possessing National Apprentice Certificate (NAC) for the post of Junior Operative trainee need not apply;
- s) Appearance of the short listed candidates for the written test is provisional and it does not entitle them any claim for the post. They will be treated as debarred ab-initio at any stage of the recruitment process in case they do not fulfill essential eligibility criteria;
- t) Necessary information regarding the selection, written test, Practical/Trade test, interview etc will be hosted on **URL:// www.midhani.gov.in/** from time to time. Candidates are requested to visit the website from time to time;
- u) Age relaxation: Upper age is relaxable in case of SC, ST, OBC, PWD & Ex-Service men as per Govt. directives.

5. **How to Apply:**

- The interested and eligible candidates can visit the MIDHANI **URL:// www.midhani.gov.in/** and then read carefully the eligibility criteria and the instructions to apply online by clicking on the link e-recruitment.
- Application should be submitted strictly 'ONLINE' by logging on to Midhani website given above. The website will be kept open between 1000 Hrs on 30.11.13 till 1700 Hrs on 22.12.13 for this purpose.
- **Candidates are required to possess a valid E-mail ID, and contact mobile number including (PP) which is to be entered in the application** so that intimation regarding Written Test / Practical Test / Interview can be sent. Midhani will not be responsible for bouncing of E-mail sent to the candidate.
- The candidate have to take Bank Demand Draft(DD)/Postal Order(IPO) for Rs.100/- (rupees one hundred only) towards application fee in favour of **Mishra Dhatu Nigam Limited** from any nationalized Bank/Post Office payable at Hyderabad. (Candidates are advised to keep the DD/PO ready before applying online). Candidates belonging to SC/ST/PWD/Ex-Servicemen category are not required to pay the application fee.
- After successful submission of online application, the candidate can take print out of the submitted application and affix a self attested latest passport size colour photograph in the space provided at top right side corner of the application form. Thereafter duly signed application after ensuring the correctness of filled in particulars has to be sent to following address along with the DD/PO and photocopies of the documents/certificates in support of age , qualification, experience as the case maybe and category(SC/ST/OBC/ExSr./PWD) , by post /courier so as to reach on or before 31.12.13 by 5pm.

**Additional General Manager (HR)
Mishra Dhatu Nigam Limited
P.O. Kanchanbagh
Hyderabad-500 058 A.P.**

- Applications received after the due date/last date will not be considered and Midhani is not responsible for any kind of postal delay.
- The Candidates sponsored by Employment Exchange Hyderabad and Ranga Reddy Dist. who have received the communication from Midhani advising to apply for the posts ONLINE with reference to this advertisement are required to mention the Reference Number and date of the Midhani letter / communication received by them while applying ONLINE.

**Advt.No.MDN/HR/CPS/R8/6/13
Manager (HR)**

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