



आईआरईएल(इंडिया)लिमिटेड

IREL (India) Limited

(भारत सरकार का उपक्रम -परमाणु ऊर्जा विभाग)

(A Govt. of India Undertaking – Dept. of Atomic Energy)

प्लॉट नं.1207,वीरसावरकर मार्ग, सिद्धिविनायक मंदिर के पास, प्रभादेवी,मुंबई -400028

Plot No.1207, Veer Savarkar Marg, Near Siddhivinayak Temple, Prabhadevi, Mumbai 400 028

CIN: U15100MH1950GOI008187

Advt. No: CO/HRM/FTC/05/2020-21

(Detailed Advertisement)

Engagement of only retired executives of PSUs/Govt. on Temporary basis

IREL (India) Limited is a Mini Ratna Category-I, Central Public Sector Undertaking, under the Administrative Control of Department of Atomic Energy, having its Corporate Office at Mumbai and is operating its beach sand mining and mineral separation plants at Chavara (Kerala), Manavalakurichi (Tamilnadu) & Orissa Sands Complex (Odisha). The company has also set up a Rare Earths Extraction Plant (REEP) at Odisha to produce about 11,000-ton Rare Earth Chloride and associated products and High Pure Rare Earths (HPRE) plant at RED, Aluva. Further details about the company are available on the website –<http://www.irel.co.in>.

2.0 For these projects, the company is looking for engagement of retired senior executives from Government Organizations / Central Public Sector Enterprises (CPSEs) on Fixed Term Contract basis.

Name of the Post	No. of Posts	Qualification & Experience criteria
Project Executive	1 (One)	Qualification: AMIE /B.E / B. Tech / B. Sc. Engg. Degree in Civil Engineering or equivalent Experience: Minimum 12 years' experience in the relevant field and having experience of working in projects in Government Organization/Central Public Sector Enterprises (CPSEs) of government.

3.0 **The other terms & conditions/stipulations for the aforesaid position are as follows:**

3.1 **Scope of work of Project Executive:**

Supervise the civil work, scrutiny of plans and drawings, BoQ, finalization of RFP, supervision of work, rate analysis of additional works, change management, quality assurance, bill certification and planning & monitoring of project progress wrt the schedule, ensuring safety related aspects at site etc domain expert with civil engineer is required.

3.2 Duration of the engagement:

The engagement will be for a period of one year which may be extended for a period of one more year. However, the progress will be reviewed half-yearly and the contract can be terminated at any point of time during this period in case the performance is not satisfactory. In any case, the contract shall be co-terminus with the completion of the project.

3.3 Age Limit: The incumbents engaged in such assignments can continue up to the age of 65 years.

3.4 Remuneration: Shall commensurate with relevant experience and as per company rules. The consolidated monthly compensation will be fixed, arrived at by deducting the basic pension from the pay drawn at the time of retirement. The selected candidates will not be eligible for any other allowances / benefits apart from above.

3.5 Leave: Selected candidates will be eligible for Twelve (12) days leave in a calendar year on pro-rata basis. No remuneration for the period of his/her absence in excess of admissible leave will be paid. Also, un-availed leave in a calendar year cannot be carried forward to next calendar year.

4.0 **Selection Process:** The applications received will be scrutinized with reference to the advertised eligibility criteria and those meeting the eligibility criteria will be shortlisted for selection through personal interview. While shortlisting, a committee may also interact with the applicants and seek appropriate documents as deemed fit. Preference will be given to the candidate having experience in DAE related activities.

5.0 **Place of Posting:** The successful candidates will be posted at any location of the Project or Corporate Office. The incumbent has to travel at project location as and when required.

6.0 **How to Apply:**

6.1 Interested eligible candidates, meeting above criteria and desirous to offer their services, are requested to download the application format from our website www.irel.co.in and submit the same duly filled in and signed along with self attested copies of following documents through E-mail to:- hmrrect-ho@irel.co.in with subject line "Application for the post of Project Executive" by 17.02.2021(last date of application)

- (i) Date of Birth (DoB) proof (Matriculation / Xth class Passing Certificate indicating DoB).
- (ii) Certificate in respect of Prescribed Qualification: Certificate & all Mark Sheets of Degree and other qualifications as per the Qualification Criteria mentioned in Para 2.0 above.
- (iii) Certificate of other professional qualifications.
- (iv) Certificate in proof of Experience clearly indicating the length and line of experience as per the experience criteria mentioned in Para 2.0 above.

7.0 General Conditions and Instructions:

- (a) Only Indian nationals need to apply. Mere submission of application will not entail right for claiming appointment.
- (b) The cut-off date for computing experience, age shall be 17.02.2021 **(last date for receipt of application)**.
- (c) The candidates are required to send the duly filled in and signed application form along with self attested copies of certificate/ testimonials through E-mail by 17.02.2021 (last date of receipt of application). Duly filled in and signed application form along with all self-attested requisite documents, as mentioned above are required to be e-mailed to e-mail id: hrmrect-ho@irel.co.in
- (d) The candidates are advised to ensure while applying that they fulfil the eligibility criteria and other requirements mentioned and that the particulars being mentioned by them are correct in all respect. Their candidature at all stage is purely provisional. In case it is detected at any stage of recruitment process that the candidate does not fulfil the eligibility criteria and/or does not comply with other requirements of this advertisement and /or he/she has furnished any incorrect or false information or has suppressed any material fact, his/her candidature is liable to be rejected. If any of the above shortcomings is / or are detected even after appointment his/her services will be terminated without any notice.
- (e) Intimation regarding interview etc. will be sent through e-mail only.
- (f) In order to regulate the number of candidates to be called for personal interview, if so required, the Management reserves the right to raise the minimum eligibility standards/criteria, or to relax the minimum eligibility standards/criteria including age limit in otherwise suitable candidates depending upon the response to the advertised posts.
- (g) Merely meeting the above qualifications and experience shall not entitle a candidate to be called for interview. Only short-listed will be called for Personal Interview. Due to prevalent pandemic situation of Covid-19, based on the requirements online interview through Video Conferencing may be conducted.
- (h) Verification of original certificates with regard to age, qualification, work experience etc., and other documents as asked for will be done at the time of interview. In case of online interviews, verification of the original documents will be done subsequently prior to joining of selected candidate. The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the eligibility criteria.
- (i) Candidates called for interview will be reimbursed to and fro train fare from the nearest Railway Station from the shortest route as per the rules of the company.

- (j) Depending on the requirements, the Company reserves the right to increase/cancel/curtail the number of posts without any further notice and without assigning any reasons thereof. IREL also reserve the right to cancel/restrict/modify/alter the advertisement/recruitment process and/or the selection process without issuing any further notice or assigning any reason whatsoever.
- (k) Eligible and interested candidates are advised to apply well in advance so that their application reaches well in time. IREL management will not be responsible for any delay in submission of application caused due to the queries raised by applicant and non-receipt of response thereof.
- (l) Records of the candidates not selected shall not be preserved beyond 01 year from the date of interview or publication of next advertisement for the post(s) whichever is earlier.
- (m) Appointment of selected candidates is subject to Medical fitness, Experience verification as per the rules of the company.
- (n) Request for change of mailing address/email id/ posts and other information as declared will not be entertained.
- (o) Any legal proceedings in respect of any dispute with regard to the recruitment against this advertisement can be instituted only in Mumbai. Courts/Forums/Tribunals at Mumbai only shall have the sole and exclusive jurisdiction to try any such Case/Dispute.
- (p) Any further information / corrigendum/addendum in respect of the above advertisement shall be made available only on our official website <http://www.irel.co.in>. No further press advertisement will be given. Hence, prospective applicants are advised to visit IREL website <http://www.irel.co.in> regularly for above purpose.
- (q) Incomplete application may be rejected and no further correspondence shall be entertained. In addition, no other means/mode of submission of application shall be accepted under any circumstances.
- (r) All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on company's website. It is responsibility of the candidate to download/ print Interview Letters. Company will not be responsible for any loss of email sent, due to invalid/wrong Email ID provided by the candidate or due to any other reason. Candidate's Email id and Mobile No should be valid for at least one year.
- (s) In case of any problem faced by the candidates, they may send email to company's email id: **hrmrect-ho@irel.co.in**
- (t) The Company, at its discretion may assign additional duties as and when required.

(u) Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.

'IREL is not responsible for printing errors if any'