

**HSCC (INDIA) LTD**  
**(A Govt. of India Enterprise)**  
**E-6(A), Sector-1**  
**Noida (U.P)-201301**

**Advt. No.01/2017**

**SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWDs)**  
**ON IMMEDIATE ABSORPTION/ON CONTRACT ON REGULAR PAY SCALES**

**HSCC (India) Ltd** is a premier Mini Ratna multi-disciplinary consultancy company providing quality consultancy services in healthcare and other social sectors. The company offers turnkey consultancy in health care infrastructure development services including preparation of project report, designing (architectural and engineering), construction supervision and project management of hospitals, laboratories and medical related institutes. Apart from the above, the company provides procurement consultancy services for procurement of medical equipments & furniture, drugs & pharmaceuticals; consultancy services for hospital waste management, hospital computerisation, grading of hospitals and training in health related areas.

Applications are invited from eligible Persons With Disabilities in the prescribed format for appointment on contract basis/on immediate absorption on the following posts for its ongoing and future assignments. The company offers an informal work atmosphere and a compensation package matching the industry norms with good growth opportunities for professionals who are self-starters.

- |           |  |                   |
|-----------|--|-------------------|
| <b>1.</b> | <b>Deputy Manager (Architecture)</b>       | <b>- 01 post</b>  |
| <b>2.</b> | <b>Assistant Manager (Civil Structure)</b> | <b>- 02 posts</b> |
| <b>3.</b> | <b>Assistant Manager (Estimation)</b>      | <b>- 01 post</b>  |
| <b>4.</b> | <b>Jr Draftsman (Civil Structure)</b>      | <b>- 01 post</b>  |

The details of eligibility criteria for each of the above posts are as under:

Name of the post	<b>Deputy Manager (Architecture)</b> <b>Scale of pay:: Rs.20600-46500 -IDA</b>	
No of posts	01	
Upper age limit as on 01.02.2017 after extending age relaxation of 10 years for PWDs	UR : 42 years, SC/ST: 47 years: OBC: 45 years	
Qualification	Graduate in Architecture with minimum 60% marks from a University Institute/ recognized by the appropriate statutory authorities in the country.	
Post professional qualification experience as on 01.02.2017	Should have 7 years experience in computerized planning and design of specialized large scale buildings and complexes including health care facilities. The candidate should be capable of independently evolving concepts, understanding and guide in detailed design development including site supervision and interaction with clients for business development. Experience of working with latest software viz. Revit, Autocad 2012, Photoshop, 3D max, Sketch Up etc.	
Selection Procedure	Candidates fulfilling the eligibility criteria will be considered for further selection process. Depending upon the number of candidates fulfilling all criteria, candidates will undergo single stage/multiple stage selection process.	
Categories of disabled and physical requirements	Categories of Disabled & Physical requirements are as under:	
	OL, HH	S,ST,W,RW,MF,CL,SE,C

Name of the post	<b>Assistant Manager (Civil Structure)</b> <b>Scale of pay:: Rs.16400-40500 -IDA</b>	
No of posts	02	
Upper age limit as on 01.02.2017 after extending age relaxation of 10 years for PWDs	UR : 38 years, SC/ST: 43 years, OBC: 41 years	
Qualification	Graduate in Civil Engineering with minimum 60% marks from a University/Institute recognized by the appropriate statutory authorities in the country.	
Post professional qualification experience as on 01.02.2017	Should have 4 years post professional qualification experience in design of multi storied RCC buildings, retaining walls, machine foundations and water containing structures in organization handling large civil projects. Knowledge of IS Codes, structure software for space frames, columns, foundations, design, STAAD & AUTOCAD is a must. Exposure to other software (STRAP, SAP) is desirable. Adequate exposure in checking of drawing & detailing of RCC & Steel structures including interdisciplinary coordination preferred. Candidates with post graduate qualifications in structural engineering will be given preference.	
Selection Procedure	Candidates fulfilling the eligibility criteria will be considered for further selection process. Depending upon the number of candidates fulfilling all criteria, candidates will undergo single stage/multiple stage selection process.	
Categories of disabled and physical requirements	Categories of Disabled & Physical requirements are as under:	
	OL, HH	S,ST,W,RW,MF,SE,C

Name of the post	<b>Assistant Manager (Estimation)</b> <b>Scale of pay:: Rs.16400-40500 -IDA</b>	
No of posts	01	
Upper age limit as on 01.02.2017 after extending age relaxation of 10 years for PWDs	UR : 38 years, SC/ST: 43 years: OBC: 41 years	
Qualification	Graduate in Civil Engineering with minimum 60% marks from a University/Institute recognized by the appropriate statutory authorities in the country.	
Post professional qualification experience as on 01.02.2017	Should have 4 years post professional qualification experience in quantity survey, costing, estimation, preparation of take off sheets and specification, tender documents, analysis of rates for large projects. Exposure of DSR, CPWD plinth area rates and specifications with MS Office & Auto Cad knowledge required.	
Selection Procedure	Candidates fulfilling the eligibility criteria will be considered for further selection process. Depending upon the number of candidates fulfilling all criteria, candidates will undergo single stage/multiple stage selection process.	
Categories of disabled and physical requirements	Categories of Disabled & Physical requirements are as under:	
	OA,OL, HH	S,ST,R,RW,SE,W,BA

Name of the post	<b>Junior Draftsman (Civil Structure)</b> <b>Scale of pay:: Rs.8150-19000 -IDA</b>	
No of posts	01	
Upper age limit as on 01.02.2017 after extending age relaxation of 10 years for PWDs	UR : 34 years, SC/ST: 39 years: OBC: 37 years	
Qualification	Minimum 10 <sup>th</sup> class pass having at least 60% marks in ITI (Civil) Trade Certificate.	
Post professional qualification experience as on 01.02.2017	4 years experience in AUTOCAD drafting of GA & R/f detailing drawings of multistoried buildings in an organization handling large civil projects. Command over AUTOCAD is must. Exposure in checking drawings and independently understanding GA & R/f drawing & to work from supplied designs is desirable.	
Selection Procedure	Candidates fulfilling the eligibility criteria will be considered for further selection process. Depending upon the number of candidates fulfilling all criteria, candidates will undergo single stage/multiple stage selection process.	
Categories of disabled and physical requirements	Categories of Disabled & Physical requirements are as under:	
	HH	S,ST,MF,SE,BN,KC,H,C

Notes:-

a) SC-Scheduled Caste; ST-Scheduled Tribe; OBC-Other Backward Classes; UR-Unreserved

b) Categories of disabled : OL=One leg, OA=One Arm, MW=Muscular Weakness, HH=Hearing Handicapped

c) Physical requirements: S=Sitting, ST=Standing, BN=Bending, SE=Seeing, RW=Reading & Writing, H=Hearing, C=Communication, MF = Manipulation by fingers, W=Walking, KC = Kneeling & Crouching,

### **PAY SCALE & REMUNERATION**

On selection, candidates will be appointed in the grade/scale of pay as indicated in the respective posts above.

Apart from Basic Pay, Dearness Allowance at applicable rates, perquisites such as Medical reimbursement, company leased accommodation, performance related pay, leave encashment, house building/conveyance advance, gratuity, PF etc would also be admissible in accordance with the rules of the company.

### **PROFESSIONAL QUALIFICATION**

All Degrees/Diplomas/Certificates should be from University/Institute recognized by the Board of Technical Education/AICTE/appropriate statutory authority.

For all posts, candidates must have excellent knowledge of working on computers, including software viz. MS Office

### **UPPER AGE LIMIT & RELAXATION**

Upper age limit after extending age of relaxation of 10 years for PWDs as on 01.02.2017 is indicated against the respective posts above.

Relaxation in age limit in respect of Ex-servicemen & Serving Officers of Indian Army/Indian Air Force/Indian Navy will be extended as per rules.

### **GENERAL CONDIIONS**

Only Indian Nationals are eligible to apply.

Persons with 40% or more relevant disability only are eligible to apply. Candidates are required to produce Disability Certificate issued by the competent authority at the time of interview.

Age & experience will be reckoned as on 01.02.2017.

Candidates are required to apply for ONE post only i.e for the post they are best suited for.

All qualifications should be from Indian Universities/Institutes recognized by appropriate statutory authorities in the country.

Wherever CGPA or letter grade is awarded in a qualifying Degree, equivalent percentage of marks should be indicated in the application format as per the norms adopted by the University/Institute.

Candidates will be required to submit all relevant certificates/testimonials, duly self attested in support of age, qualifications, Caste, Disability, Experience, passport size photograph, Identity proof along with the application. Originals should be produced at the time of interview. Furnishing wrong/incorrect information or suppression of relevant information will lead to rejection of candidature and the application will be out-rightly rejected.

Candidates belonging to OBC-Non-Creamy Layer are required to submit the OBC certificate not older than 6 months as on 01.02.2017 in the prescribed format at the time of interview.

Candidates from Govt/PSU should have been working minimum at one level/grade below the level applied for a minimum period of two years.

Management reserves the right to consider candidates for lower post than applied for, depending upon qualification and experience.

The mere fact that a candidate has submitted the application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely called for interview/considered further for selection process.

Date, Time & Venue of the interview will be intimated to the short listed/eligible candidates via e-mail (to the e-mail ID provided in the application format by the candidate). No other method of communication will be adopted.

HSCC reserves the right to cancel/restrict/enlarge/modify/alter the advertisement/Recruitment process and/or the Selection Process there under, without issuing any further notice whatsoever. The number of vacancies can be modified as per the discretion of the Management.

The decision of HSCC in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of interview etc will be final and binding on candidates.

Candidates employed in Central/State Government/Semi-Government/Public Sector Undertakings etc must apply through proper channel or produce No Objection Certificate at the time of interview from their employer failing which they will not be permitted to appear for the interview and will not be eligible for payment of Travelling Allowance.

Applicants having work experience in Private Sector Organizations are required to submit experience certificate on the company's letter head. The letter head must have details of the company.

Candidates must mention all the required details in the Application Format. In case of no clarity/discrepancy in the information provided, application will be summarily rejected. No communication will be sent to the candidates.

While applying for the post, the applicant should ensure that he/she fulfills the eligibility and other norms as mentioned above as on the specified date and that the particulars furnished by him/her are correct in all respects.

Selected candidates are liable to be posted anywhere in India/abroad.

The appointment will be on contract basis, extendable based on performance and requirement. In case of unsatisfactory performance, the contract period can be reduced without assigning any reason whatsoever.

**Applications sent by e-mail will not be considered.**

**Applications received after the closing date shall not be entertained.**

**All candidates are advised to regularly scan through HSCC website as amendments if any, will be notified on the company's website and separate advertisement will not be made.**

Court of jurisdiction for any dispute will be at New Delhi.

Appointment will be subject to medical fitness from a reputed hospital at the discretion of the company.

The applications **superscribing the level and post applied for** on the cover should reach the following address latest by **3<sup>rd</sup> February, 2017:**

**Chief General Manager  
HSCC (I) Ltd  
E-6(A), Sector-1  
Noida (U.P)-201301**





<b>HSCC (INDIA) LIMITED</b> E-6(A), SECTOR-1 NOIDA (U.P)-201301 <b>Application Format</b> <b>SPECIAL RECRUITMENT DRIVE (PWDs) – 2017</b> <b>(Please fill the Application in CAPITAL LETTERS only)</b>		Paste Self Attested recent passport size colour photograph
1	<b>Post applied for (as per detailed web advertisement)</b>	
2	<b>Name of the Discipline</b>	
3	<b>Name in full (as per SSLC/SSC Certificate)</b>	
4	<b>Gender</b>	Male/Female
5	<b>Father's Name</b>	
6	<b>Marital Status</b>	Married/Unmarried
7	<b>Nationality</b>	
8	<b>Date of Birth (DD/MM/YYYY)</b>	
9	<b>Age as on 01.11.2015</b>	___years ___months ___days
10	<b>Religion</b>	Hindu/Muslim/Christian/Sikh/Buddhist/Jain /Zoroastrian/Others specify
11	<b>Category</b>	SC / ST / OBC / GEN
12	<b>Permanent address</b> ..... ..... ..... .....	<b>Address for communication</b> (All future communications will be made on this address only) ..... ..... ..... .....

**Signature of the candidate**\_\_\_\_\_

13	Phone/Mobile Number	
14	E-mail ID	
<p><b>All correspondence(s) to the candidates will be made via the above e-mail ID provided by the candidate in the application format. No other mode of communication will be made.</b></p>		
15	Nearest Railway Station	
16	Were you domicile of J&K during the period from 01.01.80 to 31.12.89? If yes, please enclose proof	Yes/No
17	Are you an ex-Serviceman	Yes <input type="checkbox"/> No <input type="checkbox"/>
18	Disability	OH <input type="checkbox"/> VH <input type="checkbox"/> HH <input type="checkbox"/> <hr/> Temporary <input type="checkbox"/> Permanent <input type="checkbox"/>
19	Categories of Disabled (Please Tick)	OL <input type="checkbox"/> BL <input type="checkbox"/> OA <input type="checkbox"/> OAL <input type="checkbox"/> MW <input type="checkbox"/> LV <input type="checkbox"/> HH <input type="checkbox"/>
20	Degree of disability	.....%
21	Details of Disability Certificate	Certificate No: ..... Date of issuance: ..... Issuing Authority:.....
22	Have you been interviewed by HSCC any time earlier?  If yes, please give details of the post and also date/year	Yes/No

Signature of the candidate\_\_\_\_\_

23	<b>Details of present employment (if applicable)</b> <b>a. Nature of Organization</b>	Private Sector/Public Sector/Central Govt organization/State Govt organization
	<b>b. Present Pay &amp; Allowances per month</b>	Pay Scale : ..... Basic Pay ..... Dearness Allowance ..... HRA : ..... Other Allowances (Specify) ..... Gross Salary per month : ..... CTC per annum: .....
24	<b>Are you willing to be posted anywhere in India or abroad?</b>	Yes/No

**25. Details of Educational & Professional Qualification(s) : (use separate sheet, if required)**

Qualification	Name of Degree (viz BE/M.Tech/MBA etc	Discipline	Month & year of passing exam	School/Board /University	Marks Secured		% of marks
					Marks obtained	Max marks	
SSC/SSLC							
Intermediate/ 12 <sup>th</sup>							
ITI							
Graduation							
Post Graduation							
Any other qualification							

**Signature of the candidate\_\_\_\_\_**

**26 Apprenticeship Details:**

Institution/Organization	Period		Trade
	From	To	

**27. Details of Employment (in chronological order), if any (use separate sheet, if required)**

Sl.No	Name of the organization	Designation			Pay Scale /Gross Pay	Reason for leaving
			From	To		

**28. Total Experience in no of years/months (if applicable): ..... Years ..... Months****29. Any other details**

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**DECLARATION**

I hereby declare that the statements given above are true & complete to the best of my knowledge and belief. In case of changes in the information furnished above, the same will be informed forthwith. In the event, the information is found to be false or incorrect, my candidature/appointment may be considered terminated without notice.

Place :

Signature of the candidate

Date :

Signature of the candidate\_\_\_\_\_