



HMT Machine Tools Ltd

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

Ref: MMKT/Ex-emp eng.1/2023-24

31.05.2023

**Sub: Requirement of Executive Associate "E" on contract basis**

Applications are invited from the eligible ex-employees who have superannuated/retired from the services of HMT Limited & its Subsidiary Companies/Units, for the post of Executive Associate "E" in the grade equivalent to PS-VI at HMT Machine Tools Marketing Division, New Delhi Region, on contract basis.

The post details are specified below:

<b>POST</b>	<b>EXECUTIVE ASSOCIATE "E"</b>
No. of Post	One
Duration	3 months (may be extended basis performance)
Equivalent Grade	PS VI (Dy. Chief Engineer)
Qualification	Diploma in Mechanical Engineering
Job requirement	Having good customer network for Sales of HMT make Machines, experience in Turn Key projects, Spares Order and collection of Sundry Debtors Specially trained to attend all the GPM & CNC machines.  Willingness to perform other responsibilities assigned from time to time.
Experience	Sales & service of GPM & CNC machines experience of HMT make Machines, handling Turn Key projects, AMC, procurements of Spares and collection of Sundry Debtors
Place of work	New Delhi Zone
Consolidated remuneration (per month)	Rs. 36,500/-

**GENERAL CONDITIONS:**

1. Candidates who retired in the grade PS VI and fulfill the criteria of qualification and experience need only apply.
2. The contract engagement will be temporary in nature. The contract will be initially for a period of three months from the date of engagement strictly as per the terms of contract and the same can be extended or terminated based on the requirement of the Company/performance of the individual.
3. The contractual engagement will be for a specific period. The Executive Associate "E" so engaged will neither have any right nor lien on the job held by him / her and shall not claim regular employment.
4. The Executive Associate "E" so engaged shall not construe it as a permanent employment and shall not be entitled to regular employment.
5. The engagement as Executive Associate "E" shall not be considered as a case of re-employment and shall not be counted as in the service for the purpose of pension or any other retirement benefits.
6. The engagement will be subject to deposit of a sum equivalent to remuneration of one month as Security Deposit which is refundable on closure of contract.
7. During the period of engagement, the Executive Associate "E" should not take up any other assignment / jobs outside the Organisation.
8. The Executive Associate "E" so engaged will be required to make his/her services be available on Holidays /weekends as and when called upon to do so in exigencies for which no additional remuneration be paid.
9. The candidate should be less than 61 years of age with minimum 12 months of consulting period as on the date of the application. The contract period will not be extended beyond 62 years of age.
10. The Executive Associate "E" will be paid a consolidated remuneration as specified above. Applicable statutory deductions, if any, will be deducted at source.
11. Selection will be made strictly on the basis of merit, past service record, aptitude and performance in the interview.
12. The engagement will be subject to submission of medical fitness certificate certifying that the candidate is medically fit for the job which is to be assigned to him/her.
13. Satisfying all the above conditions, preference will be given to SC/ST/ OBC/ PWD/Minority candidates as per the Presidential Directives.

14. If any information provided by the candidate is found to be false or not found in conformity with eligibility criteria mentioned in the advertisement, then the same will be liable for rejection at any stage of selection process or even after engagement.
15. The candidates shall have to appear for interview at their own cost. No TA/DA will be paid for attending the interview.
16. Management reserves the right to call or not to call any/all of the candidates who have responded against this advertisement.
17. Management will not be responsible for delayed receipt/non-receipt of applications.
18. The decision of Management regarding selection will be final.
19. The legal jurisdiction will be Bangalore in case of any dispute.
20. Applications should be made only in the prescribed application format given below. If required a separate sheet may be attached. Completed application forms along with copies of relevant documents should be submitted by post / speed post to the below address **on or before 10<sup>th</sup> June, 2023**. Applications received thereafter or incomplete will not be entertained

Asst. General Manager (HR & L),  
HMT Machine Tools Limited,  
HMT Bhavan, 59, Bellary Road,  
Bangalore-560032.

(V Swami babu)  
Asst. General Manager (HR & L)

HRM Chiefs of all MTL Units

HRM Chiefs of all Subsidiary Companies of HMT Ltd.

HRM Chiefs of FPA/ABD/CHO

All Notice Boards



HMT Machine Tools Ltd  
HMT Bhavan, 59, Bellary Road, Bangalore – 560 032

Affix Passport size photo

**(Please use BLOCK LETTERS ONLY)**

APPLICATION FOR THE POST OF :		Advt. Ref. No. Advt. Date:								
1	Name Mr. / Ms.									
2	S/o/ D/o/ W/o									
3	Address for communication (Pincode)									
	Telephone Nos. with STD code	Office				Res.				
	Mobile									
	E-mail Ids									
4	Date of Birth	DD	MM	YYYY	Age (as on date of application)	YY	MM			
5	Caste/ Category	SC	ST	OBC	GEN	PH	MIN			
<b>(Tick appropriate column)</b>										
6	Qualification (Copies of all Marks Cards and Degree Certificates to be enclosed)									
	Exam passed	Year of Passing	Full/part time	Course duration	University / Institution	% of marks	Specialization			
7	<b>Experience in HMT &amp; its Subsidiary/units : (Details of nature of duties, may be given in ANNEXURE)</b>									
	HMT MTL / Units	Designation (Specify grade)	Nature of duties	Period (Commencing from latest/ present)				Pay & Pay scale		
				From		To			Duration	
				MM	YY	MM	YY		YY	MM

**Certified that the information furnished above are true.**

Place :

Date :

(Signature)