



SPECIAL RECRUITMENT DRIVE FOR PERSONS WITH DISABILITIES (PWDs)

Advt. No. HAL/HR/36(98)-SRD/2015

Hindustan Aeronautics Ltd (HAL), a Navratna Central Public Sector Undertaking, is a premier Aeronautical Industry of South East Asia, with 20 Production / Overhaul / Service Divisions and 10 co-located R&D Centres spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state-of-the-art technology, design, development, manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and structural components for Satellites & Launch Vehicles.

Applications are invited from eligible Persons with Disabilities in the prescribed proforma for the following posts in Executive & Non-Executive cadre, at various Divisions / Offices of the Company located at Bangalore (Karnataka); Barrackpore (West Bengal); Hyderabad (Telangana); Kanpur (Uttar Pradesh); Koraput (Odisha); Korwa (Uttar Pradesh); Lucknow (Uttar Pradesh); & Nasik (Maharashtra):

- i) Engineer (Grade II) (05 posts);
- ii) Assistant HR Officer (Grade I) (01 post);
- iii) Diploma Trainee (Channel D) (Scale 6) (04 posts);
- iv) Technician Trainee (Channel C) (Scale 5) (08 posts);
- v) Technician Trainee (Channel B) (Scale 4) (04 posts);
- vi) Admin./ Commercial/ Accounts Trainee (Channel D) (Scale 6) (08 posts);
- vii) Admin./ Commercial/ Accounts Trainee (Channel C) (Scale 5) (04 posts); and
- viii) Hindi Translator/ Hindi Typist Trainee (Channel C) (Scale 5) (02 posts).

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

a) Posts in the Executive Cadre:

i	Name of the Post	: Engineer (Grade II) [Scale of Pay :: Rs.16400-40500/-]		
	Post Code	: ET2015		
	No. of Posts	: 05		
	Upper age limit as on 15.10.15 after extending age relaxation of 10 years for PWDs	: UR - 45 years; SC/ST – 50 years; OBC – 48 years		
	Qualification	: Full time Bachelor Degree in Engineering/ Technology (4 years after 10+2) or its equivalent in the following Disciplines & Branches of Engineering from Institutes/ Universities recognised by appropriate Statutory authorities in the country:		
		Discipline	Eligible Branches of Engineering	
		Mechanical	Mechanical / Mechanical & Industrial Engineering / Mechanical & Production Engineering.	
		Electrical	Electrical / Electrical & Electronics / Electrical & Instrumentation.	
		Electronics	Electronics / Electronics & Communication / Instrumentation & Control / Instrumentation & Electronics / Applied Electronics & Instrumentation / Electronics & Instrumentation / Electronics & Telecommunication	
		Computer Science	Computer Science / Computer Engineering / Computer Science & Information Technology / Information Technology / Information Science & Technology / Computer Systems / Information Systems / Information Science / Software Engineering/ Computer Technology / Computer Science & Engineering.	
	Candidates possessing qualification of AMIE offered by Institute of Engineers (India) in the above Disciplines/ Branches of Engineering are also eligible to apply.			

Post Professional Qualification Experience (PPQE) as on 15.10.15	<p>→ Should have 2 years of Post Professional Qualification Experience in the relevant areas. Candidates working in Government / Semi-Government / Public Sector Undertakings etc. should possess a minimum of 2 years experience in the next below Grade or in equivalent post also.</p> <p>→ In case of candidates possessing the qualification of Full Time Degree in Engineering plus Full Time Post Graduate Degree in Engineering, the period of experience will be reduced by the prescribed period of Post Graduate Engineering course, subject to a maximum of two years. The candidate needs to specifically indicate the Branch/ Discipline of Post Graduate Degree in the Application Format.</p> <p>→ Experience gained after acquiring the requisite Professional Qualification will only be reckoned for the purpose of calculation of PPQE. Experience prior to acquiring the requisite Professional Qualification Degree will not be reckoned for calculation of PPQE.</p> <p>→ Any Full time Additional Degree acquired during the period of Experience post acquiring Professional Qualification will not be reckoned as Experience and the duration of course will be deducted from the total PPQE possessed.</p>														
Selection Procedure	: Candidates will be shortlisted and called for Personal Interview as per the Rules of the Company.														
Categories of Disabled & Physical Requirements	: Discipline wise categories of Disabled & Physical Requirements are as under: <table border="1" data-bbox="576 1323 1485 1570"> <tr> <td data-bbox="576 1323 879 1361">Mechanical</td> <td data-bbox="879 1323 1082 1361">OL, HH</td> <td data-bbox="1082 1323 1485 1361">S, ST, SE, MF, BN, KC, H, C</td> </tr> <tr> <td data-bbox="576 1361 879 1431">Electrical</td> <td data-bbox="879 1361 1082 1431">OL, HH</td> <td data-bbox="1082 1361 1485 1431">S, ST, BN, SE, W, MF, PP, L, KC, C, RW</td> </tr> <tr> <td data-bbox="576 1431 879 1500">Electronics</td> <td data-bbox="879 1431 1082 1500">OL, HH</td> <td data-bbox="1082 1431 1485 1500">S, ST, BN, SE, W, MF, PP, L, KC, C, RW</td> </tr> <tr> <td data-bbox="576 1500 879 1570">Computer Science</td> <td data-bbox="879 1500 1082 1570">OA, OL, BL, OAL, LV</td> <td data-bbox="1082 1500 1485 1570">S, ST, SE, C, W, BN, MF</td> </tr> </table>			Mechanical	OL, HH	S, ST, SE, MF, BN, KC, H, C	Electrical	OL, HH	S, ST, BN, SE, W, MF, PP, L, KC, C, RW	Electronics	OL, HH	S, ST, BN, SE, W, MF, PP, L, KC, C, RW	Computer Science	OA, OL, BL, OAL, LV	S, ST, SE, C, W, BN, MF
Mechanical	OL, HH	S, ST, SE, MF, BN, KC, H, C													
Electrical	OL, HH	S, ST, BN, SE, W, MF, PP, L, KC, C, RW													
Electronics	OL, HH	S, ST, BN, SE, W, MF, PP, L, KC, C, RW													
Computer Science	OA, OL, BL, OAL, LV	S, ST, SE, C, W, BN, MF													

ii	Post	: Asst. HR Officer (Grade – I) [Scale of Pay :: Rs.12600- 32500/-]
	Post Code	: EN2015
	No. of Posts	: 01
	Upper age limit as 15.10.15 after extending age relaxation of 10 years for PWDs	: UR - 45 years; SC/ST – 50 years; OBC – 48 years

Qualification	: Full Time Bachelor Degree (3 years after 10+2) with 2 years Full Time PG Degree / PG Diploma / MBA / MSW / MA with specialization in Human Resources / Personnel Management / Industrial Relations / Labour Management / Organizational Development / Human Resource Development / Labour Welfare etc., from Institutes /Universities recognized by appropriate statutory authorities in the Country. Candidates who possess MBA Qualification with dual specialisation with one being HR are eligible to apply. In order to apply for the post, UR / OBC candidates should have secured a minimum of 60% Marks and SC/ST candidates should have secured a minimum of 50% Marks, in the aggregate, of all the Semesters / Years or corresponding CGPA Ratings / Gradations in their qualifying examinations [Graduation as well as Post Graduation qualification]. The total Maximum Marks and Total Marks obtained in all the Semesters/ Years will be summed up to arrive at the aggregate percentage. No rounding off will be done. No weightage will be given to a particular Semester/ Year.	
Selection Procedure	: Eligible candidates shortlisted based on the initial screening only will be called for Written Test and candidates qualified in the Written Test only will be called for Personal Interview as per the Rules of the Company.	
Categories of Disabled & Physical Requirements	: Discipline wise categories of Disabled & Physical Requirements are as under:	
	OL, BL, OA	S, ST, W, RW, SE, H, C

b) Posts in the Non – Executive Cadre:

i	Post	: Diploma Trainee (Channel D) (Scale – 6) [Scale of Pay :: Rs.11050-28970/-]
	Post Code	: ND62015
	No. of Posts	: 04
	Upper age limit as 15.10.15 after extending age relaxation of 10 years for PWDs	: UR - 38 years; SC/ST – 43 years; OBC – 41 years
	Qualification	: Regular / Full Time Diploma in Engineering/ Technology in Mechanical/ Electrical/ Electronics/ Civil acquired from recognized Institutions in the Country / State Board of Technical Education under the 10+3 system.
	Selection Procedure	: Eligible candidates shortlisted based on the initial screening only will be called for Written Test and candidates qualified in the Written Test only will be called for Personal Interview as per Rules of the Company.

Categories of Disabled & Physical Requirements	: Discipline wise categories of Disabled & Physical Requirements are as under:		
	Mechanical	OA, OL, HH	S, ST, W, BN, KC, MF, SE, RW, H, C
	Electrical	OL, HH	S, ST, W, BN, PP, KC, MF, SE, RW, C
	Electronics	OA, OL, BL, HH	S, ST, W, BN, MF, SE, RW, H, C
	Civil	OA, OL, BL, HH	S, ST, W, BN, MF, SE, RW, H, C

ii	Post	: Technician Trainee (Channel C) (Scale 5) [Scale of Pay :: Rs.10750-27670-]	Technician Trainee (Channel B) (Scale 4) [Scale of Pay :: Rs.10400-25640/-]	
	Post Code	: NT52015	NT42015	
	No. of Posts	: 08	04	
	Upper age limit as 15.10.15 after extending age relaxation of 10 years for PWDs	: UR - 38 years; SC/ST – 43 years; OBC – 41 years		
	Qualification	: Regular/ Full Time ITI + NAC/ ITI + NCTVT after 10th Standard in the Trades of Turner/ Grinder/ Machinist/ Fitter/ Painter	: Regular/ Full Time ITI after 10th Standard in the Trades of Turner/ Grinder/ Machinist/ Fitter/ Painter	
	Selection Procedure	: Eligible candidates shortlisted based on the initial screening only will be called for Written Test and candidates qualified in the Written Test only will be called for Personal Interview as per the Rules of the Company.		
	Categories of Disabled & Physical Requirements	: Discipline wise categories of Disabled & Physical Requirements are as under:		
		Turner	OL, LV, HH	S, ST, BN, MF, SE
Grinder		OL, LV, HH	S, ST, BN, MF, SE	
Machinist		OL, LV, HH	S, ST, BN, L, MF, SE	
Fitter		OL, BL, LV, HH	ST, BN, L, MF	
Painter	OL, BL, HH, MW	S, MF, SE		

iii	Post	: Admin/ Commercial/ Accounts Trainee (Channel D) (Scale 6) [Scale of Pay :: Rs.11050/-28970]		: Admin/ Commercial/ Accounts Trainee (Channel C) (Scale 5) [Scale of Pay :: Rs.10750-27670-]		
	Post Code	: NA62015		NA52015		
	No. of Posts	: 08		04		
	Upper age limit as 15.10.15 after extending age relaxation of 10 years for PWDs	: UR - 38 years; SC/ST – 43 years; OBC – 41 years				
	Qualification	: Full Time MA/ MSc./ M. Com (2 years after 10+2+3) with Certificate of Proficiency in Typing/ PC Operations of minimum 3 months duration.		: Full Time Bachelor Degree (3 years after 10+2) in Arts/ Science/ Commerce/ Administration/ Management/ Computer Applications with Certificate of Proficiency in Typing/ Stenography/ PC Operations of minimum 3 months duration.		
		Or : Full Time Bachelor Degree (3 years after 10+2) + Full Time Diploma in Commercial and Computer Practice/ Diploma in Commercial Practice/ Diploma in Secretarial Practice acquired from the State Board of Technical Education.		Or Regular SSLC + Full Time Diploma in Commercial and Computer Practice/ Diploma in Commercial Practice/ Diploma in Secretarial Practice acquired from the State Board of Technical Education.		
	In respect of candidates possessing the qualification of Degree in Computer Science or Degree in Computer Application, Certificate of proficiency on PC Operations is not required.					
	Selection Procedure	: Eligible candidates shortlisted based on the initial screening only will be called for Written Test and candidates qualified in the Written Test only will be called for Personal Interview as per the Rules of the Company.				
Categories of Disabled & Physical Requirements	: Discipline wise categories of Disabled & Physical Requirements are as under:					
	Admin Trainee	OA, OL, OAL, BL, LV, HH	S, ST, W, MF, SE, RW, H			
	Commercial Trainee	OA, OL, LV, HH	S, ST, W, BN, MF, SE, RW, H, C			
	Accounts Trainee	OL, BL, MW, LV, HH	S, W, MF, SE, RW, H, C			

iv	Post	: Hindi Translator Trainee (Channel C) (Scale 5) [Scale of Pay :: Rs.10750 - 27670/-]		Hindi Typist Trainee (Channel C) (Scale 5)	
	Post Code	: NH52015			
	No. of Posts	: 02			
	Upper age limit as 15.10.15 after extending age relaxation of 10 years for PWDs	: UR - 38 years; SC/ST – 43 years; OBC – 41 years			
	Qualification	: Full Time Bachelor Degree (3 years after 10+2) in Hindi. (OR) Full Time Bachelor Degree (3 years after 10+2) with Hindi and English as main/ elective subjects or either of them as a main/ elective subject and the other as medium of instruction. AND Full Time Diploma in Translation (i.e. Hindi to English and vice-versa).		: Full Time Bachelor Degree (3 years after 10+2) in Hindi. (OR) Full Time Bachelor Degree (3 years after 10+2) with Hindi and English as main/ elective subjects or either of them as a main/ elective subject and the other as medium of instruction. AND Hindi Typing on Computer with a speed of 25 w.p.m & English Typing on Computer with a speed of 30 w.p.m	
	Selection Procedure	: Eligible candidates shortlisted based on the initial screening only will be called for Written Test and Candidates qualified in the Written Test only will be called for Personal Interview as per the Rules of the Company.			
	Categories of Disabled & Physical Requirements	: Discipline wise categories of Disabled & Physical Requirements are as under:			
	Hindi Translator	OA, OL, OAL, BL, LV, HH	S, SE, RW		
	Hindi Typist	OA, OL, BL, OAL, LV	S, ST, W, L, MF, SE, RW, H, C		

Notes :

- SC- Scheduled Caste; ST- Scheduled Tribe; OBC-Other Backward Classes; UR- Unreserved;
- Categories of Disabled: OL=One Leg, BL=Both Leg, OA=One Arm, OAL=One Arm and One Leg, LV=Low Vision, MW= Muscular Weakness, HH=Hearing Handicapped;

- c) Physical Requirements: S=Sitting, ST=Standing, BN=Bending, SE=Seeing, RW=Reading and Writing, H=Hearing, C=Communication, MF=Manipulation by Fingers, PP=Pulling & Pushing, L=Lifting, KC =Kneeling & Crouching, W=Walking.

PAY SCALE & REMUNERATION:

a) Posts in the Executive Cadre:

- On Selection, candidates will be appointed in the Grade/ Scale of Pay as indicated against the respective Posts above.
- Besides Basic Pay, Variable Dearness Allowance at the applicable rates, Company Accommodation / House Rent Allowance, Performance Related Pay (PRP), Provident Fund, Gratuity, etc. would also be admissible in accordance with the Rules of the Company;
- Candidates will also be eligible for Perquisites and Allowances under the Cafeteria System as per Rules of the Company.

b) Posts in the Non -Executive Cadre:

- Selected candidates will be appointed as a Trainee initially. During the training period, Trainees will be paid Emoluments as admissible to them. The approximate Emoluments payable (per month) will consist of the following components:

(Amount in Rs. p.m.)

Post	Basic Pay	Differential Personal Pay	Special Compensatory Allowance #
Diploma Trainee/ Admin/Commercial/ Accounts Trainee (Channel – D)(Scale 6)	11050/-	5770/-	1682/-
Technician Trainee/ Admin/Commercial/ Accounts Trainee Hindi Translators/ Hindi Typist Trainee (Channel – C)(Scale 5)	10750/-	5160/-	1591/-
Technician Trainee (Channel – B)(Scale 4)	10400/-	4600/-	1500/-

Applicable for Trainees posted to the Divisions of the Company located at Koraput (Odisha) & Korwa (Uttar Pradesh) only.

- In addition to the above, Trainees are eligible for applicable Dearness Allowance (revised quarterly); applicable Accommodation Allowance at the rate of HRA payable in the respective station (payable only in cases where Company Accommodation/ Hostel is not provided); Canteen Allowance/ Meal Vouchers @ Rs. 2500/- p.m; Leave and Medical facilities.

- On successful completion of the training, the Trainees will be absorbed in the regular Scales as indicated against the respective posts above.

PROFESSIONAL QUALIFICATION:

- Candidates possessing the Qualifying Degrees through Regular/ Full-Time courses will only be considered. Candidates possessing Part Time / Correspondence / Distance Education / E-learning will not be eligible to apply.
- Wherever CGPA or letter grade in a qualifying degree is awarded, equivalent percentage of marks should be indicated in the Application Format as per norms adopted by the University / Institute. Candidates are required to submit a Certificate to this effect from the University / Institute at the time of Interview.
- For appointment to posts in the Non – Executive cadre, candidates possessing higher qualifications than the required qualification indicated in the Advertisement / Notification against the respective post need not apply. Candidates pursuing/ enrolled for any other qualification should mandatorily indicate the same in the Application Format. Candidature of such personnel who possess higher qualifications than the required qualification indicated in the Advertisement / Notification and who apply for the post, will be rejected at any stage of the Recruitment or Selection.

UPPER AGE LIMIT & AGE RELAXATION:

- Upper Age Limit after extending age relaxation of 10 years for PWDs as on 15.10.15 is indicated against the respective Posts above.
- The Upper Age Limit is relaxable for candidates with relevant Post Qualification Experience, to a maximum extent of 7 years for all the posts in Non – Executive cadre, as mentioned above. Relaxation in age would be one year for every completed year of relevant Post Qualification Experience over and above the maximum age limit indicated above.
- Upper Age Limit is relaxable by 5 years in respect of the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989.
- 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.
- The maximum Age with all the relaxations should not exceed 56 years as on 15.10.15.

SELECTION & PLACEMENT:

- **Medical Examination:** Candidates provisionally selected by HAL will have to undergo a Pre-Employment Medical Exam before joining HAL. Applicants should meet the Medical standards as prescribed by the Company. Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the Medical Standards of the Company. No relaxation in Health Standards will be allowed. The Pre-Employment Medical Standards prescribed by HAL are enclosed.
- Appointment of selected candidates is subject to Verification of Caste (wherever applicable) and Character & Antecedents from the concerned Authorities, as per the Rules of the Company.
- Selected candidates can be posted to any Division / R&D Centers / Office of the Company. The candidates will not be allowed to seek / apply for transfer to any other Division / Location of the Company for initial three years of service.

HOW TO APPLY :

- Eligible and interested candidates are required to download the Application Format hosted on the HAL Website along with this detailed Web Advertisement;
- Candidates meeting the above specifications may send their applications strictly in the prescribed Application Format printed on **A-4 size** paper (neatly typed/handwritten), along with a **self-attested recent Passport Size Photograph** to the following address:

Senior Manager (HR)
Hindustan Aeronautics Limited
Corporate Office, 15/1 Cubbon Road
Bangalore – 560 001

- If the information/ Certificates furnished by the candidate in any part/ stage is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/ appointment will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate.
- The **last date for receipt of applications** is **15th October 2015**. Applications received after the due date will not be considered. **No application will be received in person on the address mentioned above.**
- The Applications have to be sent only through Ordinary Post / Speed Post / Registered Post / Courier. Applications received through other modes viz. Fax/ E-mail etc. will not be accepted and will be summarily rejected.
- HAL will not take any responsibility for any delay in receiving the Application Forms or Loss in transit.
- Candidates are requested to compulsorily superscribe the envelope with the Name of the post they are applying to. (i.e. **“Application for the Post of**”)

GENERAL CONDITIONS:

- 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 and experience will be reckoned as on 15.10.15.
- Candidates are required to apply for ONE post only, i.e. for the one they are best suited for.
- All qualifications should be from Indian Universities/ Institutes recognised 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 norms adopted by the University/ Institute. Candidates are required to submit a certificate to this effect from the University/ Institute at the time of Interview.
- Candidates will be required to submit all relevant certificates/ testimonials (original alongwith one set of self attested photocopies) in support of Age, Technical/ Educational Qualifications, Caste, Disability, Experience (wherever applicable), ex-servicemen discharge book, passport size photograph etc. 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 Category are required to submit the OBC Certificate not older 6 months as on 15.10.15, in the prescribed format, at the time of Interview.
- Date, Time & venue of the Written Test (wherever applicable) / Interview will be intimated to the shortlisted/ eligible candidates via email (in the email id provided in the Application Format by the candidate). The same will also be hosted on the HAL Website (www.hal-india.com);
- Mere meeting the conditions of the advertisement by the candidate(s) will not automatically entail them to be called for Test/ Interview/ Selection and Appointment.
- HAL reserves the right to cancel/ restrict/ enlarge/ modify/ alter the Advertisement / Recruitment process and / or the Selection Process thereunder, without issuing any further notice whatsoever. The number of vacancies can be modified as per discretion of the Management.
- The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of Selection, conduct of Written Test/ Interview etc. will be final and binding on candidates.

- Admission to the Written Test (wherever applicable) will be purely provisional without verification of Age, qualification, category (SC/ST/OBC – Non Creamy Layer/ PWD/ XSM etc.) of the candidates.
- Candidates employed in Central/ State Government / Semi-Government / Public Sector Undertakings etc. (including candidates engaged on Contract basis therein) should produce No Objection Certificate (NOC) 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.
- These vacancies are identified to be filled up by external candidate only, through Direct Recruitment. Therefore, Applications of internal candidates, if any, will not be considered.
- Applicants having Work Experience in Private Sector Organizations are required to submit an Experience Certificate in the letter head of the Company. The letter head of the Company should have details of the Company.
- Candidates should clearly mention all the details sought 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 dates and that the particulars furnished by him/ her are correct in all respect.
- All correspondences to the candidates will be made via e – mail on the e – mail id provided by the candidate in the application Format. No other method of communication will be adopted.
- Any sort of Canvassing or Influencing of the Officers related to Recruitment / Selection process would result in immediate disqualification of the candidates.
- Court of jurisdiction for any dispute/ cause will be at Bangalore.
- In case of any particular query is not covered above, the candidates can write to HAL at recruitment@hal-india.com only. No other method of Communication will be entertained.

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