

HINDUSTAN AERONAUTICS LIMITED
AIRCRAFT RESEARCH & DESIGN CENTRE, DESIGN COMPLEX
Marathahalli Post, Bangalore – 560 037



ENGAGEMENT OF PERSONNEL ON TENURE BASIS NON-EXECUTIVE CADRE

(Notification No. : D/ARDC/HR/TBE/01/2024 dated 09/07/2024)

1.1 Hindustan Aeronautics Limited (HAL) a Navaratna Central Public Sector Undertaking is a premier Aeronautical Industry of South East Asia, propelling the 'Make in India' dream of the country. HAL's spectrum of expertise encompasses Design, Development, Manufacture, Repair, Overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial Marine Gas Turbines, Accessories, Avionics & Systems and Structural Components for Satellite & Launch Vehicles. HAL has 20 Production Divisions, 10 R&D Centres and one Facilities Management Division, spread across seven states and nine geographical locations in India.

1.2 **HAL, ARDC Design Complex** is in process of inducting Personnel for the post of Diploma Technician, Technician and Assistant in UR/OBC/SC/ST/EWS Categories on Tenure basis for a period of 04(Four) years in the Non-Executive Cadre to be posted in ARDC/RWRDC/MCSRDC or to any Divisions/Offices of HAL/Indian Air Force Bases (IAF) Outstation Bases. The tenure will come to an end automatically on completion of four years from the date of joining or may be extended at the discretion of the Management.

2. The details of Posts, Qualification, Trades are as follows: -

Sl. No	Post Code	Post, Discipline, channel/ Scale	No. of Posts & Reservations					Total	Qualification	Division of Posting
			UR	OBC	SC	ST	EWS			
1	TBP(DM)-01	Diploma Technician (Mechanical) (Scale - D6)	08	01	0	0	0	09	Diploma in Engg (Mechanical)	04 -ARDC (UR-04) 05- RWRDC (UR -04,OBC - 01)
2	TBP(DE)-02	Diploma Technician (Electrical) (Scale - D6)	01	01	0	0	0	02	Diploma in Engg (Electrical)	01 -ARDC (OBC-01) 01-MCSRDC (UR-01)
3	TBP(AC)-03	Assistant (Civil) (Scale - D6)	01	0	0	0	0	01	Diploma in Engg (Civil)	01-ARDC (UR-01)
4	TBP(TF)-04	Technician (Fitter) (Scale - C5)	03	02	01	01	0	07	ITI with NAC /NCTVT (Fitter)	04-ARDC (UR-02, OBC-1, SC-01) 03-RWRDC (UR-01,OBC-01 ,ST-01)
5	TBP(TE)-05	Technician (Electrical) (Scale - C5)	02	01	01	0	01	05	ITI with NAC /NCTVT (Electrician)	02- ARDC (UR-01, OBC-01) 03-RWRDC (UR-01,SC-01 ,EWS-01)

6	TBP(TM)-06	Technician (Machinist) (Scale - C5)	01	01	0	0	0	02	ITI with NAC /NCTVT (Machinist)	01- ARDC (UR-01) 01-RWRDC (OBC-01)
7	TBP(TT)-07	Technician (Turner) (Scale - C5)	01	0	0	0	0	01	ITI with NAC /NCTVT (Turner)	01- ARDC (UR-01)
8	TBP(TEM-08)	Technician (Electronics-Mechanics) (Scale - C5)	01	0	0	0	0	01	ITI with NAC /NCTVT (Electronics-Mechanics)	01-RWRDC (UR-01)

UR – Unreserved, SC – Scheduled Caste; ST – Scheduled Tribes, OBC (NCL) – Other Backward Classes (Non- Creamy Layer); EWS – Economically Weaker Sections.

Note: Candidates belonging to UR category only are eligible to apply against the post reserved for EWS category.

2.1 For getting the benefits of reservation under OBC (NCL) Category:

i) The candidate must not belong to Creamy Layer. **OBC candidates who belong to Creamy Layer are not entitled for relaxation admissible to OBC (NCL) Category and such candidates have to indicate their category as UR / General in the Online Application Form;**

ii) The name of caste and community of the candidate must appear in the 'Central list of Other Backward Classes'; and

iii) The candidate needs to furnish their OBC (NCL) certificate as per the prescribed format, not older than 6 months at the time of document verification, if called for.

2.2 Reservation for candidates belonging to EWS Category will be as per the prevalent Government Directives. (Validity not older than 6 months)

2.3 Vacancies for Persons with Benchmark Disabilities (PwBDs)

i) Vacancies in respect of Persons with Benchmark Disabilities (PwBDs) as per the Government Directives will be distributed among all the categories i.e. SC, ST, OBC-NCL, EWS & UR/General, for the post of Diploma Technician (Mechanical) and Assistant (Civil). PwBDs suffering from not less than 40% of the identified disability shall be eligible for availing the benefit.

ii) Post wise details of the identified disabilities are as under:

Post Name	Type of Disabilities	No. of vacancies identified for PwBDs
Diploma Technician (Mechanical)	OH (OL/ BL)	01
Assistant (Civil)	OH (OL/ BL)	

[OL- One Leg, BL- Both Legs].

iii) Candidates who wish to avail the benefits of PwBD category are required to submit a Disability Certificate (not less than 40%) issued by the Competent Authority in the

prescribed format at the time of document verification, if called for. Benefit and relaxation will be extended as per rules.

3. Qualification Requirement:

i) Candidates applying for the above mentioned posts should possess the qualification as mentioned against each post.

ii) Candidates possessing higher qualification than the required qualification are not eligible to apply. Candidature of such personnel who possess higher qualification than the required qualification indicated in the Notification and who apply for the post, will be rejected at any stage of the Recruitment or Selection.

iii) Candidate pursuing / enrolled for any other qualifications should mandatorily indicate the same in the online application form. "All the Qualifications acquired by the candidates as also Qualifications / Courses being pursued by them at the time of submitting the Application for employment, are to be clearly indicated in the Online Application form. In other words, all the qualifications already possessed and Qualifications / Courses which are being pursued / currently undergoing are to be indicated in the Application while submitting the same for notified posts in HAL".

(iv) Candidates with Part Time / Correspondence / Distance Education / E-Learning qualification will not be eligible to apply.

(v) Aggregate Percentage of Marks: In order to become eligible to apply for the notified posts, candidates should have secured the following minimum percentage of Marks, in the aggregate, of all the Semesters / Years in the Qualifying examination:

Category	Percentage (%) of Marks (Aggregate of all Semesters / Years of Qualifying examination)
UR / OBC-NCL / EWS Candidates	60% & above
SC /ST/ PwBD Candidates	50% & above

Note : Percentage Rounding off is not allowed to arrive at the aggregate percentage.

4. Age Limit / Relaxation / Concession :

i) **UR / EWS:** Upper Age limit not above 28 years as on 31/05/2024 for Unreserved Category & EWS category candidates.

ii) **SC / ST:** Upper Age limit is relaxable by 5 years in respect of SC/ST category candidates. Name of the caste to which candidate belongs must appear in the Central List of SC / ST of respective state as notified by Ministry of Social Justice and Empowerment, Govt. of India. The caste certificate must contain date of issue and the name of the caste should be spelled exactly in the same manner as appearing in the central list.

iii) **OBC-NCL-**Upper Age limit is relaxable by 3 years in respect of OBC (Non - Creamy Layer) candidates. Name of the caste to which candidate belongs must appear in the Central List of Other Backward Classes of respective state as notified by Ministry of Social

Justice and Empowerment, Govt. of India for appointment to posts under GOI and Central Govt. Public Sector Undertakings. The certificate must contain date of issue and the name of the caste should be spelled exactly in the same manner as appearing in the central list.

iv) In respect of Candidates belonging to EWS Category, the Income and Asset Certificate shall be valid for the financial year 2023-2024 and shall be prepared on the basis of income and asset verification for the financial year 2022-23.

v) **PwBDs:** Upper age limit is relaxable by 10 years for Persons with Benchmark Disabilities (PwBDs) which will be over and above the relaxation admissible for candidates belonging to SC / ST /OBC i.e. (15 years for persons belonging to Scheduled Castes/ Scheduled Tribes and 13 years for persons belonging to Other Backward Classes, in respect of the posts reserved for them). The persons claiming age relaxation under this sub-para would be required to produce a certificate in prescribed proforma in support of their claims clearly indicating that the degree of physical disability is 40% or more.

vi) For candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01-01-1980 to 31-12-1989, upper Age limit is further relaxable by 5 years.

vii) **HAL Ex-Apprentice Trainees:** In case of HAL Ex-Apprentice Trainees, if age bar comes in the way of the candidate the same would be relaxed to the extent of the period for which the Apprentice had undergone training, in line with the Apprentices Act.

viii) **Ex-servicemen:**

a) Ex-Servicemen who have put in not less than six months of continuous service in the Armed Forces of the Union, shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed the maximum age limit prescribed for the post or service by more than 3 years, he is deemed to satisfy the condition regarding the age limit.

b) The upper age limit in the case of disabled Ex-servicemen would be relaxed up to 45 years (50 years in the case of personnel belonging to SC/ST and 48 years for OBC categories). The prescribed upper age limit in respect of disabled Ex-servicemen is additionally relaxed by 3 years for selection in the Non – Executive cadre.

ix) Experience: The upper age limit is relaxable for candidates with relevant post qualification experience, to a maximum extent of 7 years. Relaxation in age would be given one year for every completed year of relevant post qualification experience, over and above 28 years, subject to a maximum age limit of 35 years. The persons claiming relaxation under this sub-para would be required to produce an experience certificate issued from such PSUs / Central / State Government / Private Sector Organisations indicating the tenure of engagement. Experience will be counted as on 31/05/2024.

x) Age of the candidate, after all applicable Age Relaxations should not exceed 56 years for PwBDs and 55 years for other candidates.

5. Tenure of Engagement :

The selected Candidates will be engaged on tenure basis for a maximum period of four years from the date of engagement. The engagement is not against permanent vacancy and will not entitle any Candidate to claim for regular / permanent employment in future. The tenure will come to an end automatically on completion of four years' period from the date of joining, without any further notice. However, extension of tenure for a further maximum period of four years may be considered on case-to-case basis, in cases where workload & requirement exist, at the discretion of Management. Further it may be noted

that the employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice. The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company. The personnel selected will be deployed in shifts.

6. Training:

Selected Personnel on Tenure Basis will undergo Induction Training after joining at the Division of their posting.

7. Place of Posting:

i) Selected Candidates will be posted at Bangalore based R & D centres (ARDC, RWRDC & MCSRDC). However, they are liable to be transferred / posted to any place in India where HAL has Divisions / Offices / Detachments / Customer Bases etc., based on organizational requirement.

8. Remuneration:

8.1 During the period of tenure engagement, the candidates will be paid following remuneration per month (approx.):-

Sl no.	Entitlements	Scale -5 in Rs per month	Scale-6 in Rs per month
1	Basic Pay	22000	23000
2	DA @ 43.7% (as on 01/05/2024)	9614	10051
3	HRA @ 27%	5940	6210
4	Perks & Allowance under Cafeteria(25%)	5500	5750
5	Medical Allowances	1500	1500
Total (approx) per month(Rs.)		44554/-	46511/-

8.2 The components of the benefits and allowances are as follows: -

- Variable Dearness Allowance (revised quarterly) on the Basic Pay
- House Rent Allowance as per classification of Cities (when Company Quarter is not provided).
- Special Allowance, Washing Allowance, Canteen Allowance (Meal Voucher / Card) etc. under Cafeteria Approach
- Monthly Incentive + pro-rata Quarterly Performance Pay + pro-rata Annual Incentive (Approx).
- Uniform & Stitching Charges.
- Shoe Allowances.
- TA/DA for joining duty and for Temporary Duty as per relevant Rules applicable to Workmen in the appropriate Scale of Pay;
- Group Insurance in lieu of EDLI;
- Night Shift Allowance, wherever applicable;

8.4 Allowance towards medical reimbursement, a Lump sum amount of Rs.1500/- per month will be admissible to meet the medical expenses (both in-patient and Outpatient), based on self-certification. This amount shall be paid on monthly basis along with the Consolidated Remuneration. To avail this allowance by Ex-servicemen, NOC issued by

ECHS / Defence Forces need to be produced. These personnel will not be entitled for any other medical benefits in any of the HAL Hospital/Dispensaries or elsewhere.

8.5 An annual increase of 3% during the tenure shall be admissible on the Basic Pay, subject to satisfactory performance.

8.6 Provident Fund contributions will be calculated taking into account the Basic Pay + Dearness Allowance components of the Consolidated Emoluments;

9. Selection Procedure:

9.1 The selection will be done through Written Test which will be conducted in Bangalore. All communications will be made via email only. Hence it is mandatory that the candidates should have their individual personal email ID for making correspondences.

9.2 If the number of candidates with the above percentage (%) of marks are large in number, the company reserves the right to decide the cut off percentage for calling the candidates for the written test, based on the marks secured in the qualifying examination (Diploma in Engg. or ITI with NAC / NCTVT as applicable) prescribed for a particular trade / discipline. However, the cut-off percentage of Marks UR / EWS / OBC candidates is not less than 60% and for SC / ST / PwBD Candidates is not less than 50% in the Qualifying examination.

9.3 The date, time and venue of the Written Test will be intimated to the shortlisted candidates by email / HAL website (in the email id provided in the Application Format by the candidate). Admit Card will be sent through email and also enable candidates to download from HAL Website (www.hal-india.co.in).

9.4 The Written Test will be of 2 ½ hours duration. The test will be in 3 parts, comprising of Multiple Choice Questions (MCQs). Part-I will consist of 20 questions on General Awareness, Part-II will consist of 40 questions on English & Reasoning. Part-III will consist of 100 questions on the concerned Discipline. Each question carries one mark each and there is no negative Mark.

9.5 Candidates will be sent Admit Card to their e-mail and provision for download from the system. Candidates will have to appear for Written Test at their own cost, on the date, time & venue, which will be mentioned in their Admit Card.

9.6 Candidates are required to bring Admit Card & One of the Original Photo Identity Card viz. Voters ID Card , Driving License , Aadhar Card, Passport, PAN Card, ID Card (by Central / State Govt. / PSU for their employees), ID Cards (by Govt. Agencies authorised), ID Cards (by College/Institute where last studied) along with Xerox copy of the Photo ID Card self-attested , to prove their identity before the Invigilator, failing which they will not be allowed to appear for the Written Test.

9.7 Selection of the candidates will be done based on the Marks scored in the Written Test only, in the order of Merit.

9.8 Final selection will be made on the basis of performance in the Written Test. Candidates who qualify in the Written Test will be called for Document Verification in order of merit. The number of candidates called for Document Verification will be limited to the number of Posts notified (Discipline/Category wise). Inability of the candidates to produce the requisite documents at the time of document verification shall render them liable for non-consideration of their candidature. No undertaking for production of documents in respect of eligibility criteria with regard to age, qualification & experience on a later date will be allowed.

9.9 Engagement 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. The candidates should bring all the relevant original certificates / testimonials etc., along with one set of self-attested photo copies in support of educational qualifications, experience, date of birth, caste /Tribe/ Class/ Income & Asset (EWS) (In Central Govt. format); Experience and other certificates as per advertised eligibility criteria etc. All the relevant and required documents as per the advertised criteria will be scrutinized during document verification stage and those candidates who are found to be meeting the advertised criteria will only be considered for selection. The Testimonials/ Documents should be in the possession of the candidates as on the cut-off date (last date) for receipt of Applications. Additional candidates will be called for Document Verification in the order of merit till such time the number of candidates qualifying in Document Verification process is equal to the posts advertised.

9.10 The date, time & place of document verification will be informed through email. Candidates who qualify document verification stage would be reimbursed Travelling Allowance (TA) for one Journey to and from the place of Selection, i.e., Sleeper Class / II Class Train fare / Bus fare by the shortest route, subject to production of proof of travel (Original onward journey ticket and Photostat / Xerox copy of return journey ticket), failing which TA will not be paid. In case the candidate travel by other modes of transport, he /she will be reimbursed the fare limited to the shortest route by train or actual expenses, whichever is less, on production of proof. It may be noted that no Travelling Allowance will be paid to candidates called for Written Test. However, if the Written Test and the Document verification are held at one and the same Station and on the same/adjacent days, the candidate who qualify the Document verification stage would be paid Travelling Allowance, as per their entitlement, for one journey to and from the place of Selection.

10. Medical Examination:

i) Candidates qualified in the Document Verification will be issued Provisional Offer and they are (including PwBDs) required to undergo Pre-Employment Medical examination at HAL Hospital. No relaxation in Health Standards will be allowed.

ii) 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.

iii) The decision of the Company's Doctor in this regard will be final and binding.

iv) Additionally, in respect of PwBDs, the suitability for appointment in relation to the Disability will be decided on the basis of Reports of the Medical Board attached to the Special Employment Exchanges for Physically Handicapped and till such time their engagement in HAL will be provisional. Appointment of selected PwBDs will be subject to verification of Disability Certificate from the concerned Authorities as per the Company Rules.

v) On satisfactory receipt of Medical Report from the Company's Doctor as per the medical standards prescribed by HAL and verification of Character and Antecedents from the concerned Authorities, Final Offer of Engagement will be issued as per the rules of the Company.

11. How to apply:

i) The candidates sponsored by the concerned Employment Exchanges / Technical Training Institute (TTI) who have received communication from HAL are only eligible to apply Online for the advertised posts.

ii) Eligible and interested candidates sponsored by the concerned Employment Exchanges, TTI, Bangalore etc. who have received communication from HAL are required to apply online for the post through the link given in HAL Website i.e. www.hal-india.co.in. No other means/ mode of application will be accepted. **The website will remain functional upto 2345 Hrs. of 18/07/2024.**

iii) A candidate is eligible to apply for one post only for which he/ she is most eligible.

iv) Candidates are allowed to apply only once and applications once submitted cannot be altered under any circumstances. Candidates are required to possess a valid e-mail id and Mobile Number which is to be entered in their application form, so that intimation regarding the Written Test, Document Verification, Medical Test etc. can be sent. HAL will not be responsible for bouncing of e-mail sent to the candidates. They are also advised to retain this e-mail ID active as any important intimation to them shall be provided by HAL through e-mail.

v) On submission and acceptance of the application, system will generate the Registration / Acknowledgement form along with the application reference number allotted, which will be used for future reference.

vi) Request for change of DOB, Mobile Number, Mailing Address, Category, Qualification, Discipline etc. as declared in the Online Application will not be entertained.

vii) If the information / certificates furnished by the candidates at any stage of selection are found to be false or incomplete or are not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/ application will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate.

viii) Any further Information / Corrigendum / Addendum with respect to this would be uploaded only on HAL website (www.hal-india.co.in).

ix) The last date for submission of the Online Application is **18/07/2024**.

x) No application will be accepted in person or by post.

12. General Conditions:

- Only Indian Nationals are eligible to apply.
- The candidates who have received communication from HAL are only eligible to apply for the notified posts.
- Applicants serving in Central / State Government / Public Sector Undertakings etc., (including candidates engaged on contract basis therein) who are provisionally selected should produce "No Objection Certificate (NOC)" at the time of document verification from their employer failing which their candidature will be cancelled and they will not be paid Travelling Allowance.
- Candidates belonging to SC / ST / OBC Category and applying through the reservation quota are required to produce valid Caste Certificate issued by the Competent Authority at the time of Document Verification. The Date, Time & venue for Document Verification will be intimated to the candidates who are provisionally selected in the Written Test 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.co.in);
- All qualifications should be from Indian Universities/ Institutes recognized by appropriate statutory Authorities in the Country.
- Wherever CGPA, letter grade etc., in a qualifying degree (Diploma in Engg. or ITI with NAC / NCTVT) is awarded, equivalent percentage of marks should be indicated in the application form as per norms adopted by the university/Institute.

Candidates will be required to submit a conversion Certificate to this effect from the University/Institute at the time of Document Verification, if short listed /called for.

- Any sort of canvassing or influencing of the Officers/Staff related to Recruitment / Selection process would result in immediate disqualification of the candidates.
- While applying for the post, the applicant should ensure that he / she fulfils 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 respects.
- 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.
- Persons with 40% or more relevant disability only are eligible to apply for the posts identified for PwBD. Candidates are required to produce Disability certificate issued by the Competent Authority at the time of document verification.
- Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidate and the application will be out-rightly rejected.
- Screening and short listing for the Written Test will be based on the details provided by the candidate. Hence, it is necessary that applicants should furnish correct and accurate information.
- Appearance of the shortlisted candidates in the Written Test is provisional and it does not entitle them for any claim for the post. They will be treated as debarred ab-initio at any stage of the selection process in case they do not fulfill essential eligibility criteria. HAL's decision in this regard shall be final.
- The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of Written Test, etc., will be final and binding on the candidates.
- HAL reserves all the right to cancel / restrict / modify the notification criteria / recruitment process and / or the Selection Process there under, without issuing any further notice or assigning any reason whatsoever. The number of vacancies can be modified as per the discretion of the Company.
- Shortlisting of candidates for the Written Test will be purely provisional on the basis of submission of details/documents by Candidates without verification of Age, Qualification, Category (SC / ST / OBC - Non Creamy Layer / PwBD etc.,) of the candidates.
- Mere meeting the conditions of the Notification by the candidate(s) will not automatically entail them to be called for Written Test / Document Verification / Selection and Engagement.
- Applicants having work Experience in Private Sector Organizations are required to submit an Experience Certificate on the letterhead of the Company. The letter head of the Company should have details of the Company. Candidate having age relaxation will not be issued with the provisional offer without producing experience certificate in the letterhead of the Company. Experience certificate must contain the Date of Joining, Date of Leaving, Designation etc.
- Engagement of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the medical standards prescribed by HAL, verification of Caste / Income & Asset (EWS) / Disability Certificate (Wherever applicable) and Character & Antecedents, Vigilance Clearance (as applicable) from the concerned Authorities, as per the Company Rules.
- Necessary information regarding the selection, written test etc., will be hosted on HAL Website www.hal-india.co.in from time to time. All correspondences to the candidates will be made via email on the e-mail id provided by the candidate at the time of online application. No other method of communication will be adopted
- In case of any particular clarification, the candidates can write to HAL, ARDC, Bangalore at pdrectt.ardc@hal-india.co.in. No other method of Communication will be entertained.
- Court of jurisdiction for any dispute / cause will be at Bangalore.

Note for Candidates:

i) It may be noted that the information posted in HAL Website only are considered authentic. Accordingly, candidates are requested to visit Career opportunities in HAL Website.

ii) Candidates should be aware of fake e-mails and communications received and should not make payment to any Individual/ Agency for securing employment in HAL. HAL reserves the right to take legal action against such fraudsters.

iii) Candidates are requested to click the acknowledgement button in the Home page of the online application form confirming that they have gone through the "Caution Notice" before filling up the online application on the HAL Website, otherwise the system will not allow to submit the online application.