



**MECON LIMITED**  
**(A PSU under Ministry of Steel, Govt. of India)**  
H.O: Doranda, Ranchi-834002;  
**Phone: 0651-2483000**  
**CIN No.: U74140JH1973GOI001199**

**Ref. Adv. No:11.73.4.1/2019/Cont/03 dated : 23/05/2019**

**Advertisement for Contractual Engagement of Professionals (Both Engineering & Non-Engineering) on Full Time Fixed Tenure (FTT) Basis.**

MECON, A Premier Miniratna, Schedule "A", Govt. of India Enterprise under Ministry of Steel, providing Engineering, Consultancy, Contracting and Project Management Services invites application from committed, result oriented, suitably qualified and experienced individuals for the following position purely on full time fixed tenure contract basis. The details of post and eligibility criteria are indicated below:

**1. Post Code, Name of Post, Number of Post, Qualification:**

<b>Post Code</b>	<b>Name of the Post</b>	<b>No. of Post</b>	<b>Qualification</b> (From an Indian University/ Institute recognized by UGC/ AICTE/ Council of Architecture)
1	Executive (Liaison)	1	Graduate
2	Executive (Administration)	2	Graduate
3	Accountant	9	B. Com from an Indian University recognised by UGC.
4	Junior Executive (Finance)	5	CA/ CMA
5	Hindi Translator	3	Master's degree in Hindi with English as subject at Graduation Level with Diploma in translation
6	Safety officer	10	Graduate with Diploma in Industrial Safety of minimum 01 year duration. OR Diploma Engineering with Diploma in industrial safety of minimum 01 year duration
7	Assistant Project Engineer (Civil)	4	Degree in Civil Engineering
8	Assistant Project Engineer (Electrical)	6	Degree in Electrical Engineering
9	Head (CGD Project)	20	Degree in Engineering
10	Project Engineer	2	BE/ B. Tech (Civil/ Architecture/ Mechanical/ Electrical)
11	Assistant Project Engineer (Architecture)	1	B. Arch with Masters in Town & City Planning / Town & Country Planning / City Planning / Urban Planning or Equivalent
12	Project Engineer (Architecture)	1	B. Arch with Masters in Town & City Planning / Town & Country Planning / City Planning / Urban Planning or Equivalent
13	Assistant Project Engineer (Architecture)	2	Degree in Architecture / Engineering with Diploma / Degree in Public Health Engineering
14	Project Engineer (Architecture)	2	Degree in Architecture/ Engineering with Diploma / Degree in Public Health Engineering
15	Project Engineer (Civil)	16	Degree in Civil Engineering
16	Assistant Project Engineer (Civil)	2	Degree in Civil Engineering
17	Project Engineer (Mechanical)	12	Degree in Mechanical Engineering





**2. Post Code, Name of Post, Experience, Age, Remuneration:**

Post Code	Name of the Post	Post Qualification Experience (Minimum)	Age in years (Maximum)	Remuneration Per Month (Rs) (Consolidated)	
				If posted at Design office	If posted at Site office
1	Executive (Liaison)	Min. 02 years exp. in liaisoning and coordination activities	32 Years	₹ 35,000	₹ 38,000
2	Executive (Administration)	Min. 6 years Experience in handling different office administration related activities including contract preparation and tendering process. Preference shall be given to the candidates having experience in PSUs.	45 Years	₹ 45,000	₹ 50,000
3	Accountant	Min. 02 years post qualification experience in Public Limited Company/ Public Sector Undertaking/ Govt. Department/ Local Bodies in the areas of Finance & Accounts such as processing of bills and statutory compliances, GST matters and compliances, TDS related compliances, etc.	32 Years	₹ 32,000	₹ 33,000
4	Junior Executive (Finance)	Min. 02 Years post qualification experience in Public Limited Company/ Public Sector Undertaking/ Govt. Department/ Local Bodies in the areas of Finance & Accounts such as processing of contractors'/ vendors' bills & statutory compliances, Income Tax, GST, PF and other statutory compliances and accounts etc.	32 Years	₹ 35,000	₹ 38,000
5	Hindi Translator	Min. 02 years experience in translation work from English to Hindi and Vice-versa	32 Years	₹ 35,000	₹ 38,000
6	Safety officer	Min. 02 years experience in handling safety issues in industrial establishment including discharge of statutory requirement relating to safety and management	40 Years	₹ 35,000	₹ 38,000
7	Assistant Project Engineer (Civil)	Min. 02 years in Design, Engineering & Construction activities of Civil works	32 Years	₹ 35,000	₹ 38,000
8	Assistant Project Engineer (Electrical)	Min. 02 years in Design, Engineering & Construction activities of Electrical installations.	32 Years	₹ 35,000	₹ 38,000
9	Head (CGD Project)	Min. 11 years of Experience in Oil & Gas sector	45 Years	₹ 60,000	₹ 65,000
		Min. 16 years of Experience in Oil & Gas sector	50 Years	₹ 70,000	₹ 75,000
		Min. 21 years of Experience in Oil & Gas sector	55 Years	₹ 80,000	₹ 85,000
10	Project Engineer	Min. 06 years in project planning / execution	40 Years	₹ 45,000	₹ 50,000
11	Assistant Project Engineer (Architecture)	Min. 02 years in relevant design experience in site planning & allied services.	32 Years	₹ 35,000	₹ 38,000
12	Project Engineer (Architecture)	Min. 06 years in relevant design experience in site planning & allied services.	40 Years	₹ 45,000	₹ 50,000
13	Assistant Project Engineer (Architecture)	Min. 02 years in Designing & executing plumbing, Sewerage and water supply.	32 Years	₹ 35,000	₹ 38,000
14	Project Engineer (Architecture)	Min. 06 years in Designing & executing plumbing, Sewerage and water supply.	40 Years	₹ 45,000	₹ 50,000
15	Project Engineer (Civil)	Min. 06 years in Design, Engineering & Construction activities of Civil Works.	40 Years	₹ 45,000	₹ 50,000
16	Assistant Project Engineer (Civil)	Nil	30 Years	₹ 33,000	₹ 34,000



17	Project Engineer (Mechanical)	Min. 06 years in Design, Engineering & Construction activities. Level II NDT Certification and experience in RT is Preferred	40 Years	₹ 45,000	₹ 50,000
18	Assistant Project Engineer (Chemical)	Min. 02 years in Design Activities of Oil Terminals / Oil & Gas projects / Chemical Plants	32 Years	₹ 35,000	₹ 38,000
19	Junior Executive (Marketing )	Min. 02 years in Marketing Activities of Industrial Projects	32 Years	₹ 35,000	₹ 38,000
20	Junior Executive (Estimation)	Min. 02 years in Cost Estimation of various Oil & Gas projects.	32 Years	₹ 35,000	₹ 38,000
21	Junior Engineer (Electrical)	Min. 02 years in electrical works	32 Years	₹ 32,000	₹ 33,000
22	Junior Engineer (Survey) / (Civil)	Min. 02 years in survey works /building works	32 Years	₹ 32,000	₹ 33,000
23	Junior Engineer (Civil)	Min. 02 years experience of drafting by AUTOCAD	32 Years	₹ 32,000	₹ 33,000
24	Safety Inspector (Plant)	Min. 16 years of post qualification experience of working in industrial plants	63 Years	₹ 70,000	₹ 75,000
25	Safety Inspector (Mines)	Min. 16 years of post qualification experience of working in mines	63 Years	₹ 70,000	₹ 75,000
26	Assistant Project Engineer (Mining)	Min. 02 years experience in mining/ mineral beneficiation	32 Years	₹ 35,000	₹ 38,000
27	Assistant Project Engineer (Ceramic)	Min. 02 years experience in area related to ceramic engineering	32 Years	₹ 35,000	₹ 38,000
28	Physiotherapist	Min. 04 years experience as Physiotherapist of any reputed Govt. or Private Hospital	40 Years	₹ 32,000	₹ 33,000
29	X-Ray Technician	Min. 16 years experience as Radiology Department of any reputed Govt. or Private Hospital	50 Years	₹ 38,000	₹ 39,000
30	Junior Engineer (Infrastructure)	Min. 11 years experience in preparation and checking of Bill of Materials and Quantity Estimates, Site Supervision and Bill Certification. Experience in preparation and checking of architectural/civil drawings, preparation of STAAD model is desirable.	45 Years	₹ 38,000	₹ 39,000
31	Assistant Project Engineer (Infrastructure)	Min. 02 years experience in the field of Bridge Designing and 02 Lane/04 Lane/Expressway, Highway Designing. Knowledge of designing all components of steel. RCC & PSC bridges is essential. Knowledge of STAAD/ MIDAS/ LEAP/ Any Bridge designing Software, MX Road/Any Highway Designing Software and AUTOCAD is essential. Knowledge of quantity estimation for bridge work, Road work is desirable	32 Years	₹ 35,000	₹ 38,000
32	Junior Engineer (Electrical) / (Instrumentation)	Min. 02 years experience in AUTOCAD for Drawing/ Drafting work	32 Years	₹ 32,000	₹ 33,000
33	Junior Engineer (Mechanical)	Min. 02 years experience in Design & Engg./ mechanical works / inspection of Plant & Equipment/ supervision of construction activities in any industrial establishment / preparation of mechanical engineering / drafting experience in AUTOCAD	32 Years	₹ 32,000	₹ 33,000



34	Assistant Project Engineer (Mechanical)	Min. 02 years experience in design & Engg./ operation & maintenance experience in Air conditioning system/ dedusting system. / Fuel gas piping network. / water system. / engineering consultancy services or PMC services in the field of Material Handling/erection & commissioning of SMS shop	32 Years	₹ 35,000	₹ 38,000
35	Senior Executive (Non-Ferrous)	Min. 6 years of working in Alumina Refinery / Aluminium Smelter / Copper Metal extraction plant.	40 Years	₹ 45,000	₹ 50,000
36	Executive (Purchase & Stores)	Min. 06 years in contracting/ commercial activities / purchase and stores activities. The candidate should also have experience in handling computer based material management modules, office automation tools and internet applications.	45 Years	₹ 45,000	₹ 50,000
37	Junior Engineer (Structural)	Min. 02 years experience in preparation of design and fabrication drawings of steel structural work of industrial complex.	32 Years	₹ 32,000	₹ 33,000
38	Assistant Project Engineer (Structural)	Min. 02 years in the field of Steel Structural Work.	32 Years	₹ 35,000	₹ 38,000
39	Sr. Executive Contracts	Min. 06 years experience in contracting activities	40 Years	₹ 45,000	₹ 50,000
		Min. 11 years experience in contracting activities	45 years	₹ 60,000	₹ 65,000
		Min. 16 years experience in contracting activities	50 years	₹ 70,000	₹ 75,000
40	Jr. Executive (Estimation)	Min. 02 years experience in the field of estimation in Mining, Industry and Infrastructure Projects, Strategic Planning, Valuation/ Estimation for transition advisory services, estimation for Mine Development Operator, Business Valuation, Share Value Determination	32 Years	₹ 35,000	₹ 38,000
41	Jr. Executive (Market Research)	Min. 02 Years experience in the field of market study/ market research in the areas of various ferrous & non-ferrous products.	32 Years	₹ 35,000	₹ 38,000

**Note:**

- I. Degree/Diploma in Engineering/Architecture should be acquired through Regular Full Time Mode only.
- II. Articleship/Internship/Academic Project experience shall not be considered as Post Qualification Experience.
- 3. Medical Facility and accommodation:** As per rules/ practice of the company.
- 4. Cut off Date:** 23.05.2019 (for Age and Experience)
- 5. Place of Posting:** Any Project/Location/Office of the Company, as per the requirement.
- 6.** Other terms and conditions will be as applicable to contract appointees in the company.
- 7. Application Fee:**
  - Candidates are required to make a payment of Rs. 1000/- (Rs. One thousand only) as Application Fee through Online mode as per the following details :-

<b>Name of the Bank</b>	Bank of Baroda
<b>Branch</b>	Lalpur, Ranchi, Jharkhand
<b>IFSC Code</b>	BARB0LALRAN (5 <sup>th</sup> Character is zero)
<b>A/c no.</b>	41110200000192
<b>Beneficiary Name</b>	MECON Limited
<b>Account Type</b>	Current Account



- Candidates are required to enter the Transaction details such as transaction no., date of transaction, name of bank in the online application form. Candidates belonging to SC / ST, Persons with Disability (PwD) and Ex-servicemen category are exempted from payment of fee.
- Application without fee/ less fee shall be rejected.
- **Application fee is non-refundable.**
- **A candidate can apply for one (01) post only.**

**8. How to Apply :**

- a. Candidates satisfying the conditions of eligibility criteria shall apply on-line through our website [www.meconlimited.co.in](http://www.meconlimited.co.in) -> **Careers** -> **Career Opportunities** -> **Click here to apply Online** from **23.05.2019** to **20.06.2019**. No other mode of submission of application is allowed.
- b. Before applying on-line, a candidate must have a PAN Card, an active email ID and a mobile phone number which must remain valid for at-least twelve month period for future communication (including issue of call letters).
- c. The candidate should have the relevant documents/certificates pertaining to age, qualification, caste, experience, Disability Certificate (if applicable), Ex-servicemen certificate (if applicable) Meritorious Sportspersons certificate (if applicable) and scanned copy of Latest passport photograph and signature in JPG/JPEG format (size not exceeding 40 KB each) ready before applying on-line, for upload.
- d. The prescribed formats for Caste, Tribe, EWSs, Disability & Ex Servicemen, shall be provided in our website [www.meconlimited.co.in](http://www.meconlimited.co.in). Candidates are required to download and fill in the same before uploading.
- e. Queries, if any, may be addressed to the following e-mail id [recruitment2019@meconlimited.co.in](mailto:recruitment2019@meconlimited.co.in).
- f. MECON shall not be responsible, if candidates fill up their details wrongly and consequently their application is rejected.
- g. **List of Documents to be uploaded in the Portal:**

Sl. No.	Document
1	Xth Class (High School) Certificate as DOB proof.
2	Certificate of the prescribed educational qualification and mark sheet indicating consolidated marks.
3	Work Experience certificates clearly mentioning duration of the experience. In case of present employment, copy of document indicating date of joining along with latest salary slip/statement issued by the employer.
4	Payment transaction receipt (If Applicable).
5	Caste certificate in the prescribed format, issued by the Competent Authority (If Applicable). OBC (Non Creamy layer) Certificate in prescribed format, not older than 01 year, mentioning the name of Cast & Community appearing in "Central List of Backward classes" shall only be eligible for Age relaxation as per Government Guidelines.
6	Disability Certificate (If Applicable). - Persons suffering from not less than 40% of relevant disability certified by Competent Authority, in the prescribed format, shall only be eligible for Age relaxation as per Government Guidelines.
7	Ex-Servicemen Certificate (If Applicable) & Meritorious Sportsperson Certificate (if applicable).
8	In case Caste certificate/ PwD Certificate/ Ex-Servicemen/ Meritorious Sportsperson Certificate have been issued in a language other than English/Hindi, the candidate should upload a self certified translated copy of the same either in English/Hindi along with original certificate.

**Note :**

- Each document should be duly Self Attested, in PDF Format, and not exceeding 01 MB.
- In case of multiple documents in work experience, all the documents should be converted into in a single PDF file not exceeding 01 MB and uploaded.
- Candidates are requested to check & verify the uploaded documents using View/ Download link available on the portal. In case of documents which are not legible and not uploaded properly, the application is liable to be rejected.



**Important Dates:**

Sl. No.	Activity	Date
1.	Opening date for submission of On – line application.	<b>23.05.2019 (06:00 PM)</b>
2.	Closing date for submission of On – line application.	<b>20.06.2019 (06:00 PM)</b>

**9. Selection Mode:** The mode of selection shall be Personal Interview. The mode of selection may be changed, if required, at the discretion of Management.

**10. Duration of Contractual Engagement:**

The contract period is for a Maximum period of **3 years** not beyond, **renewable after every spell of 01 year based on satisfactory performance**. However, the period of contractual engagement can be reduced/ terminated due to unsatisfactory performance of the individual or based on the requirement of the company.

**11. General Conditions :**

- I. Those working in Central Govt. / State Govt. / PSUs etc. must produce No Objection Certificate (NOC) at the time of interview.
- II. Applications that are incomplete, not in prescribed format, not legible, without the required certificates and without requisite fee, shall be summarily rejected without assigning any reasons and no correspondence in this regard shall be entertained.
- III. Company takes no responsibility to collect any certificate/ remittance sent separately. Candidates are advised, in their own interest, to ensure that all the required certificates/ testimonials are uploaded.
- IV. Candidates are advised to carefully read the full advertisement for details of eligibility criteria before submission of application. Multiple applications from the same person against a post is not permitted and such applications are liable to be rejected.
- V. Reservation and relaxations for SC/ST/OBC (non-creamy layer)/EWSs/PwD (Person with Disability) & Ex-servicemen (ESM) candidates shall be as per Government of India guidelines. In case of a candidate who is eligible for relaxation under more than one of the above categories, the age relaxation will be available as per Govt. of India guidelines.
- VI. The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBC (Non-Creamy Layer) candidates and such candidates will have to indicate their category as General. Category once filled cannot be changed subsequently.
- VII. Mere submission of application and fulfilling the eligibility criteria gives no right to appear for interview and/or employment. The management reserves the right to short list the candidates for Interview. No correspondence shall be entertained about the outcome of the application.
- VIII. MECON reserves the right to cancel/restrict/modify or alter the recruitment process and also reserves the right to increase/decrease/add/delete any post or discipline, if required without issuing any further reason or assigning any reasons whatsoever.
- IX. Furnishing of wrong/false information will lead to disqualification and MECON will not be responsible for any of the consequences of furnishing such wrong/false information. If at any stage during the recruitment and selection process, it is found that a candidate has furnished false or wrong information or is found ineligible with respect to any of the eligibility parameters, his/her candidature will be rejected forthwith.
- X. The joining of the selected candidate shall be subject to being found medically fit.
- XI. Any update, corrigendum etc of this advertisement shall be posted at Company's website - [www.meconlimited.co.in](http://www.meconlimited.co.in) only. Hence candidates are requested to regularly check the website.
- XII. Canvassing in any form shall disqualify the candidate.
- XIII. Only Indian Nationals are eligible to apply.
- XIV. No correspondence shall be entertained about the outcome of the application.
- XV. Any dispute with regard to the recruitment against this advertisement shall be under the legal jurisdiction of Ranchi (Jharkhand) district only.

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