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Hindustan Aeronautics Limited

Azadi Ka Amrit Mahotsav

RECRUITMENT TO VARIOUS EXECUTIVE POSTS THROUGH LATERAL ENTRY

(Advt. No.: HAL/HR/36(98)/2024/04 dated 2nd October, 2024)
Last Date for submission of Online Applications: 30th October, 2024

1. ABOUT THE COMPANY:

a. Hindustan Aeronautics Limited (HAL) is a Navratna Public Sector Undertaking under Ministry of Defence, Govt. of India and a Premier Aeronautical Complex in Asia, propelling the 'Make in India' dream of the Country by undertaking design, production, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Accessories, Avionics and Systems. HAL has 21 Production Divisions, 9 R&D Centres and one Facilities Management Division, spread across seven States and nine geographical locations in India.

b. HAL is looking for learned, experienced and result oriented Professionals with diverse executive experience profile for various Executive Posts in Technical / Non-Technical Disciplines for its various Production, Overhaul & Service Divisions / Research & Design Centres / Offices across India.

2. DETAILS OF POSTS:

Sl. No.	Description	Grade	SC	ST	OBC (NCL)	EWS	UR	Total
(i)	**Dy. General Manager (FOS)**	VII	0	0	0	0	1	**1**
(ii)	**Manager (IMM)**	IV	0	0	1	1	2	**4**
(iii)	**Dy. Manager (IMM)**	III	1	1	4	1	1	**8**
(iv)	**Dy. Manager (Finance)**	III	1	0	1	2	2	**6**
(v)	**Finance Officer**	II	2	1	2	2	2	**9**
(vi)	**Dy. Manager (HR)**	III	2	0	2	1	3	**8**
(vii)	**Dy. Manager (PR / Media Communication)**	III	1	0	1	0	1	**3**
(viii)	**Officer (PR / Media Communication)**	II	0	0	1	0	1	**2**
(ix)	**Officer (Company Secretariat)**	II	0	0	0	0	1	**1**
(x)	**Fire Officer**	II	0	0	1	0	1	**2**
Grand Total			**7**	**2**	**13**	**7**	**15**	**44**

Note: The Category-wise vacancies indicated above includes unfilled vacancies from previous Recruitment Drive.

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Categories:

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

Posts:

FOS - Flight Operations & Safety**; IMM** – Integrated Material Management; **PR** – Public Relations; **HR-** Human Resource

a. Reservation of Vacancies for Persons with Benchmark Disabilities (PwBDs):

Reservation of 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 for the Posts indicated above. PwBDs suffering from not less than 40% of the identified disability shall be eligible for the benefit of reservation. Candidates who wish to avail the benefit of reservation are required to submit the Disability Certificate issued by the Competent Authority in the prescribed format only.

b. Post-wise details of the identified suitable disabilities are as under:

Sl. No.	Description	Grade	Type of Disabilities identified as suitable	No. of Vacancies earmarked for PwBDs
(i)	**Dy. General Manager (FOS)**	VII	SD/SI	**03** (Including unfilled vacancies from previous Recruitment drive)
(ii)	**Manager (IMM)**	IV	LV, HoH, OL, OA, LC, DW, AAV, MD, SDD/SID, SD/SI	
(iii)	**Dy. Manager(IMM)**	III		
(iv)	**Dy. Manager (Finance)**	III	HoH, OL, OA, BL, LC, DW, AAV, MD, SDD/SID, SD/SI	
(v)	**Finance Officer**	II		
(vi)	**Dy. Manager (HR)**	III	LV, HoH, OL, OA, SDD/SID, SD/SI, LC, DW, AAV, MD	
(vii)	**Dy. Manager (PR / Media Communication)**	III	LV, OA, SDD/SID, SD/SI, LC, DW, AAV, MD	
(viii)	**Officer (PR / Media Communication)**	II		
(ix)	**Officer (Company Secretariat)**	II	HoH, OL, OA, SDD/SID, SD/SI, LC, DW, AAV, MD	
(x)	**Fire Officer**	II	SD/SI	

HoH: Hearing Impairment - Hard of Hearing; **OL:** Locomotor Disability - One Leg affected; **OA:** Locomotor Disability - One Arm affected; **OAL:** Locomotor Disability- One Arm & One Leg; **BL:** Locomotor Disability - Both Legs affected but not Arms; **LC:** Leprosy Cured; **DW:** Dwarfism; **AAV:** Acid Attack Victim; **MD:** Multiple Disabilities (MD would mean type of disabilities identified as suitable for the respective Post and not otherwise); **LV:** Visual Impairment - Low Vision; **SDD/SID:** Spinal Deformity / Spinal Injury with associated neurological / Limb dysfunction of respective locomotor disability; **SD/SI:** Spinal Deformity / Spinal Injury without any associated neurological / Limb dysfunction of respective locomotor disability.

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3. EDUCATIONAL QUALIFICATIONS:

a. The Qualification requirements for the Posts advertised are indicated below:

Sl. No.	Description	Grade	Essential Qualifications
(i)	**Dy. General Manager (FOS)**	VII	Bachelor's Degree from a recognised University and Flight Safety Course from a recognized Institute.
(ii)	**Manager (IMM)**	IV	Degree in Engineering / Technology or its equivalent from Institutes / Universities recognized by appropriate Statutory Authorities.
(iii)	**Dy. Manager (IMM)**	III	
(iv)	**Dy. Manager (Finance)**	III	Bachelor's Degree with a pass in final examination of CA / ICWA from the Institute of Chartered Accountants of India / Institute of Cost Accountants of India.
(v)	**Finance Officer**	II	
(vi)	**Dy. Manager (HR)**	III	Bachelor's Degree with PG Degree or PG Diploma or MBA or MSW or MA. The specialization in PG Degree or PG Diploma or MBA or MSW or MA, as applicable, shall be in Human Resources or Personnel Management or Industrial Relations or Labour Management or Organizational Development or Human Resource Development or Labour Welfare etc., from Institutes / Universities recognized by appropriate Statutory Authorities. The Post Graduate Degree / Diploma should clearly indicate the specialization concerned. In case, the same is not available, Candidates shall produce a Certificate issued by the Institute to this effect.
(vii)	**Dy. Manager (PR / Media Communication)**	III	Bachelor's Degree in any discipline with PG Degree or PG Diploma in Journalism and Communication; or Journalism and Mass Communication; or Communication; or Journalism; or Mass Communication; or Broadcast Journalism; or Media Communication; or Public Relations from Institutes / Universities recognized by appropriate Statutory Authorities.
(viii)	**Officer (PR / Media Communication)**	II	
(ix)	**Officer (Company Secretariat)**	II	Pass in Associate Membership Examination of the Institute of Company Secretaries of India, New Delhi.
(x)	**Fire Officer**	II	Candidate needs to possess either of the Qualifications indicated at Part-A or Part-B below and should possess **a valid Heavy Transport Vehicle (HTV) Licence**. **PART-A** i) Bachelor Degree of Fire Engineering from the National Fire Service College (NFSC), Nagpur awarded by the Nagpur University; **[OR]** ii) Bachelor Degree of Fire Engineering / Technology from Institutes / Universities recognised by appropriate Statutory Authorities. **[OR]** iii) Pass in Associate Membership / Membership Examination of Institute of Fire Engineering, UK;

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			[OR] iv) Degree of recognised University with pass in GIFE-India / UK. **PART B** i) Graduates in Science (B.Sc.) (with Physics, Chemistry and Maths) possessing minimum 60% Marks in the Aggregate of all the Semesters / Years or Corresponding CGPA Ratings / Gradations. **Plus** **Divisional Officers Course** of minimum 22 weeks duration conducted by National Fire Service College, Nagpur / CISF Fire Service Training Institute - National Industrial Security Academy (NISA), Hyderabad.

Note:

i. Candidates possessing Qualification in any Discipline or Branch, other than those mentioned above, are not eligible to apply.

ii. The Qualification indicated above would only mean Qualifications acquired through Regular or Full Time Courses from Institutes or Universities recognized by appropriate Statutory Bodies. Candidates possessing qualifications acquired through any mode other than Regular or Full Time are not eligible to apply for any Post(s) advertised in this notification, unless specifically indicated otherwise.

iii. Wherever Candidates are required to possess specialization in order to become eligible to apply for a particular post advertised in this advertisement, the certificate of acquisition of such qualification shall clearly indicate the acquisition of such relevant specialization. In case, the same is not available, Candidate shall produce a Certificate issued by the concerned Institute to this effect.

4. POST PROFESSIONAL QUALIFICATION EXPERIENCE (PPQE) – EXECUTIVE EXPERIENCE:

The Candidates must have acquired the minimum number of years of Post Professional Qualification Experience indicated at columns (iv) below to be eligible to apply for the Post. The number of years of PPQE indicated herein mean completed years only.

Sl. No.	Name of Post	Grade	Minimum number of years of relevant post qualification experience required to be possessed (completed years)	Minimum number of years of relevant experience required to be possessed in next below Grade or in equivalent post (completed years) as on the last date for receipt of applications
(i)	**(ii)**	**(iii)**	**(iv)**	**(v)**
(i)	Dy. General Manager (FOS)	VII	The candidate should be a Pilot of Fighter Aircraft background (either Ex-Servicemen or Serving Officer) of the IAF in the rank of Gp. Capt. Equivalent ranks in the Indian Navy / Coast Guard are also eligible.	
(ii)	Manager (IMM)	IV	06	03
(iii)	Dy. Manager (IMM)	III	03	03
(iv)	Dy. Manager (Finance)	III	04	03
(v)	Finance Officer	II	03	01
(vi)	Dy. Manager (HR)	III	04	03
(vii)	Dy. Manager (PR / Media Communication)	III	04	03

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(viii)	Officer (PR / Media Communication)	II	03	03	
(ix)	Officer (Company Secretariat.)	II	03	01	
(x)	Fire Officer	II	For Qualification under Part - A	02	02
			For Qualification under Part - B	05	5 Years in supervisory level or above, i.e. not below the ranks of Inspector (Fire) / Station Officer or equivalent.

Note: Minimum number of years of relevant experience required to be possessed in next below Grade or in equivalent post is applicable to candidates working in Central Government or State Government Departments or Public Sector Enterprises or Autonomous Organization or Quasi Government Organizations or Armed Forces or Para-Military Forces etc. **Also, the Candidate must, on the date of submission of application, be employed in the next below Grade or in equivalent post except for Post at Sl. No. (i).**

i. PPQE will be calculated from the date of acquiring the requisite Professional Qualification. Experience prior to acquiring the requisite Professional Qualification Degree will not be reckoned for calculation of PPQE. Candidates need to possess PPQE in the relevant area/field.

ii. 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.

iii. In case of candidates possessing full time PG Degree in relevant Branch of Engineering, the period of Post Professional Qualification Experience (PPQE) will be reduced by the prescribed period of the relevant Post Graduate Course subject to maximum of 2 (two) years.

iv. Work Experience acquired which is not relevant to the Post applied for or does not include performance of the relevant work-assignments with respect to the Post applied for, shall not be considered as relevant experience or PPQE for the purpose of this advertisement. During the document verification stage, the shortlisted Candidates for interview, shall produce relevant documents to support each line of work experience (under PPQE) indicated in the Online Application Form, failing which Candidature/ Application Form of such candidates shall be rejected.

v. **The duration of PPQE indicated at Column (iv) above would mean experience in an Executive position or Executive Cadre only unless otherwise specified.**

vi. **Candidates are required to carefully indicate details of PPQE only as per the Documentary Proof available with them. The same are subject to scrutiny / verification at a later stage of selection.**

(The symbol "/" wherever indicated in this advertisement would denote the meaning of "or"**).**

5. AGE LIMIT AND RELAXATIONS:

Grade	The Age of a candidate applying for a Post in the respective Grade shall not exceed the following age limit as on the last date for receipt of Online Application at HAL (Figures below indicate age in number of completed years)
	For Candidates under UR and EWS Category
II	30
III	35
IV	38
V	41
VI	44
VII	47

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a. Candidates from OBC(NCL)/ SC / ST / EWS categories applying for UR Post(s) will be treated on par with UR criteria and no relaxation shall be extended to this effect.

b. Upper Age limit is relaxable by 5 years in respect of SC / ST candidates. Name of the caste / tribe 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 / Tribe Certificate must contain date of issue and the name of the caste / tribe should be spelled exactly in the same manner as appearing in the Central List.

c. Upper Age limit is relaxable by 3 years in respect of OBC (NCL) 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. The OBC (NCL) Caste Certificate being produced at the time of document verification should not be older than 6 months as on last date for receipt of online application as indicated in this detailed advertisement.

d. In respect of Candidates belonging to EWS Category, the Income and Asset Certificate shall be valid for the Financial Year 2024-25 and shall be prepared on the basis of income and asset verification for the Financial Year 2023-24.

e. In respect of Persons with Benchmark Disabilities (PwBDs), Upper Age limit is relaxable by 10 years, which will be over and above the relaxation admissible for candidates belonging to SC / ST / OBC (NCL) categories.

f. 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.

g. Relaxation in age limit in respect of Ex-Servicemen and Serving Officers of Armed Forces (viz. Indian Air Force, Indian Army and Indian Navy) will be extended as per rules of the Company.

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

6. PAY SCALES & REMUNERATION:

Grade	Pay Scales (2017 Scales) #
II	Rs.40,000 – 1,40,000
III	Rs.50,000 – 1,60,000
IV	Rs.60,000 - 1,80,000
V	Rs.70,000 - 2,00,000
VI	Rs.80,000 – 2,20,000
VII	Rs.90,000 – 2,40,000
# Annual Increment is presently 3% of running Basic Pay.	

a. On selection, candidates will be appointed with the Basic Pay in the Minimum of the respective Scale of Pay as indicated above. However, additional increments as per extant Rules of the Company can be granted based on the recommendations of the Selection Committee. The same cannot be sought as a matter of right.

b. Besides Basic Pay, candidates will be eligible for Variable Dearness Allowance, Perquisites & Allowances, Company Accommodation / House Rent Allowance, Performance Related Pay (PRP), Membership of Provident Fund, Gratuity etc., as per the prevailing Company Rules. Perquisites and Allowances are presently paid @ 35% of the running Basic Pay under

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the Cafeteria System.

7. PAYMENT OF APPLICATION FEE

a. Rs.500/- (Rupees Five Hundred only) is to be paid as Application Fee. The Application Fee of Rs.500/- is inclusive of the GST of 18%. **Online Application Form submitted without the requisite Application Fee of Rs.500/- shall be summarily rejected and no refund shall be admissible in such cases.** Candidates belonging to SC /ST /PwBD categories are exempted from the payment of Application Fee;

b. Application Fee once deposited into the Company's Account will not be refunded under any circumstance, even if the candidate is unable to complete the registration process for any reason thereof. Therefore, before depositing the Application Fee, candidates should ensure that all necessary provisions for submission of online application form are available.

c. Payment of Application Fee: On filling the Application Form, the candidates will be directed to online payment page. The process of payment is as follows:

Step- 1: Candidates to select Hindustan Aeronautics Limited-Karnataka.

Step-2: Select **'HAL RECRUITMENT ACCOUNT'** under payment category.

Step-3: Furnish the details such as Name, Application number, Mobile Number, etc. as sought in the payment page and proceed for payment.

d. After payment, the candidate is required to wait for 48-72 hours for validation of the payment and confirmation of submission of application. Upon successful validation of payment, the candidate can download the final submitted Application Form.

8. HOW TO APPLY?

a. Eligible and interested candidates meeting the advertised criteria are required to apply for the post online. The candidates shall make payment of Rs.500/- towards the Application Fee through the online portal only.

b. Candidates meeting the prescribed specifications may submit their applications online. Applications received through any other mode will not be accepted.

c. Applications received after the specified time limit on the last date for receipt of applications will not be considered. Candidates shall ensure that they submit the **Online Applications on or before the 1700 hours on the last date for online submission of Applications.**

d. No Documents / Certificates / Testimonials are required to be attached along with Application Form. However, it may be noted that all the candidates who are called for Interview at a later stage will have to mandatorily produce Certificates in original in respect of all the particulars declared / indicated in the Application Form during the Document Verification stage prior to the Interview.

e. **Applicants shall only apply for ONE POST in response to this Advertisement for their application to be considered valid. If an applicant submits multiple applications for different positions, all such applications shall be summarily rejected. Applicants should apply only for the Post that best matches or suits their educational and experience criteria and not otherwise.**

f. Application once submitted cannot be altered under any circumstances; any request to change credentials or details or information once furnished or declared in the Application Form will not be entertained. Applicants shall ensure that all information furnished in the application is true and accurate.

g. Candidates are required to possess a valid Mobile Number and E-mail ID, which is to be entered in the application, so that intimation regarding further stages of selection like Selection Interview,

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etc. will be sent on the same E-mail ID. HAL will not be responsible for non-delivery of E-Mail messages sent to the Candidates for whatsoever reasons.

9. REGISTRATION PROCESS

a. Before registering the Application, the candidate should possess the following:

i. Valid E-Mail ID that should remain active till the completion of the Selection Process.

ii. Soft Copy of the latest Passport Size Colour Photograph & Signature (in .jpg file and less than 100 & 50 kbs in size respectively) for uploading in the Application Form.

iii. Educational Details like Semester-wise Marks, etc.

iv. Previous Employment details for PPQE.

b. Eligible and interested candidates are required to apply Online only, through HAL Website, i.e. www.hal-india.co.in (Careers Section) from **1100 Hours on 3rd Oct 2024 to 1700 Hours on the last date for submission of online application.** No other means / mode of Application will be accepted.

c. The steps for submitting the Application Online are as follows:

Step - 1: Candidate is required to click the link given at www.hal-india.co.in (Careers Section) for the Registration & select the name of the Post for which he / she wants to apply.

Step - 2: Eligibility Details are required to be filled accurately and photograph shall be uploaded. On submission of Eligibility details, a unique Application number will be generated and the Candidate will be routed to the Personal and Qualification details Page. Eligibility details once submitted cannot be edited. Once the Application number is generated, the Candidate will have an option to re-login for further completion of Application.

Step - 3: All the relevant details of the Application Form viz. Personal, Qualification, PPQE and Pen-Picture, etc. details adhering to the instructions of this detailed advertisement shall be filled in the Online Application Form. Candidate may edit the details submitted before the final submission of the application form using the edit option / button of the Application Form.

a) In case of candidates belonging to SC / ST / PwBD, on submission of Personal, Qualification, PPQE and Pen-Picture, etc. details, the registration process will be completed in the Application Confirmation page. They are required to print the Application Confirmation page for future reference.

b) In case of candidates belonging to UR /OBC(NCL)/EWS categories, on submission of Personal, Qualification, PPQE and Pen-Picture, etc. details, they are required to make Online Payment.

Step-4: (For UR / OBC(NCL) / EWS categories only): Candidates are required to deposit Application Fee through online with options to choose a preferred mode of Payment viz. Credit Card / Internet Banking / UPI etc. and make the payment of Application Fee i.e.Rs.500/- (which is inclusive of GST) (excluding applicable convenience Fee and Taxes). Applicable convenience Fee and Taxes, if any, over and above the Application Fee shall be borne by the Candidates. **Candidates will be able to download their respective application after successful payment of Application Fee and due validation of the same, which is likely to take 48 Hours to 72 Hours. Candidates are requested to re-visit the application page with relevant credentials accordingly.**

Note: The Application Fee once paid will not be allowed to be withdrawn and the Application Fee once paid will not be refunded on any account. Candidate is required to print the Application Confirmation page for future reference. Candidates are advised to pay the Application Fee and also complete the above process well before the closing date and time and not to wait till the last date to avoid the possibility of disconnection / inability / failure to login to the Website on account of heavy

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load on Internet or Website jam. **In case of non-payment of Application Fee and not completing the above steps the Application will be incomplete and the same will be rejected.**

10. GENERAL CONDITIONS:

a. Only Indian Nationals are eligible to apply.

b. Mere submission of Application will not entail right for claiming appointment / getting shortlisted for further stages of recruitment process.

c. HAL reserves the right to cancel / restrict / enlarge / modify / alter the requirements advertised, if need so arise, without issuing any further notice or assigning any reason thereto. The number of vacancies can be modified as per requirements and discretion of the Management.

d. Selection Procedure:

(i) Eligible candidates short-listed based on the initial screening, relevance of experience and other credentials possessed **only** will be called for personal interview.

(ii) **Candidates applying for the aforesaid Posts are required to meet the stipulated criteria w.r.t Qualification and the Post Professional Qualification Experience as an Executive or in the capacity of an Executive unless specified otherwise. Candidates shall produce requisite documents to this effect during the document verification prior to the Interview.**

(iii) Candidates will be shortlisted and called for Interview in the ratio of 1:10 (Maximum) as per the Rules of the Company. In case number of candidates fulfilling the minimum eligibility criteria for the Posts advertised are more than the ratio of 1:10, then the candidates possessing more relevant experience will be considered first. In case of tie in the relevant experience, the candidates who secured more marks in the qualifying examination (i.e. Qualification prescribed for the Post) will be considered first. In case marks are also same, Candidate who is elder or senior in age is to be considered first. The entire selection process (including qualifying marks) will be governed by the extant Recruitment Rules (Recruitment Manual) of the Company, uploaded on the HAL Website and as amended from time to time.

(iv) Date, Time and Venue of the Interview will be intimated to the short-listed candidates only via E-mail. The list of Short-listed Candidates will be hosted on HAL Website.

(v) The suitability of the Shortlisted Candidates for selection to the Posts notified will be assessed by a Selection Committee by way of Interview, on the parameters of (i) Knowledge of the job for which the candidate is being interviewed, (ii) General Knowledge particularly in spheres allied to or connected with the post or job where the candidate is engaged and the post applied for and (iii) Personality of the Candidate, in addition to the Educational Qualification(s) and the PPQE possessed by the Candidate, as indicated in the Application Form.

(vi) Merely meeting the qualification and/or PPQE requirements (in the Capacity of an Executive) as indicated in the advertisement will not entail right for shortlisting of the application for the Interview.

(vii) Age and Post Professional Qualification Experience will be reckoned as on the last date for receipt of application only.

e. Candidates employed on Regular or Contractual or on Contract basis in Central Government or State Government Departments or Public Sector Enterprises or Autonomous Organization or Quasi Government Organizations or Armed Forces or Para-Military Forces, etc. shall produce **No Objection Certificate (NOC)** at the time of the Document Verification, if shortlisted for Interview, from their respective Employer. However, in case the provision of NOC does not apply to the terms and conditions of a Candidate's current employment, necessary document(s) citing the same issued by the respective employer shall be produced to this effect at the time of Document Verification prior to the Interview. Candidates who fail to submit NOC, in applicable

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cases, or Document(s) with respect to non-applicability of NOC, as cited above, at the time of document verification prior to the Interview will not be permitted to appear for the Interview and will not be eligible for payment / reimbursement of Travelling Allowance.

f. Candidates belonging to SC / ST / OBC (NCL) / EWS / PwBD (disability of 40% or more) categories are required to submit copies of Caste Certificate / Income & Asset Certificate / Disability Certificate in the prescribed format at the time of Interview / Document Verification.

g. For getting reservation benefits under the OBC(NCL) category, the following are required to be adhered to:

(i) The candidate must belong to Non–Creamy layer;

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

(iii) The name of the caste and community of the candidate in the Caste Certificate shall match with that in the Central List of Other Backward Classes and not otherwise;

(iv) The candidate must furnish an OBC(NCL) Certificate as per the Format prescribed by the Govt. of India (not older than six months as on last date for receipt of applications) from the Competent Authority, at the time of Document Verification / Interview.

h. Reservation to Economically Weaker Sections (EWS) is governed by Office Memorandum No. 36039/1/2019-Estt(Res) dated 31.1.19 of Department of Personnel & Training, Ministry of Personnel, Public Grievance & Pensions, Government of India. In respect of Candidates belonging to EWS Category, the Income and Asset Certificate shall be valid for the Financial Year 2024-25 issued by the Competent Authority.

i. These vacancies are identified to be filled up by external candidates only, through Direct Recruitment. Therefore, applications of internal candidates, if any, will not be considered.

j. **Pre-Employment Medical Examination:**

(i) Candidates provisionally selected for a Post shall undergo Pre-Employment Medical Exam before joining HAL. Applicants should have sound health and should meet the medical standards prescribed by the Company.

(ii) Issuance of Final Offer of Appointment to selected candidates is subject to receipt of Satisfactory Medical Report from the Company's Doctor as per the Medical Standards of the Company.

(iii) No relaxation in health standards will be allowed.

k. **The Pre-Employment Medical Standards prescribed by HAL are uploaded with this Advertisement.** Candidates are advised to read the same and should satisfy themselves that they meet the Pre-Employment Medical Standards prior to applying for any Post advertised.

l. In respect of Persons with Benchmark Disability, 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 Exchange for Physically Handicapped. PwBD Candidates will be subjected to Pre-Employment Medical Examination with regard other Medical Parameters as per the Medical Standards of the Company.

m. Appointment of selected candidates is subject to verification of Caste, PwBD Certificate, Income & Asset Certificate (for EWS Candidates) issued by Competent Authority in the Format prescribed by GoI and Character & Antecedents from the concerned Authorities, as per the rules of the Company.

n. Candidates shortlisted to appear for Interview must submit relevant document(s) certifying the experience so acquired, issued by their respective employer(s). If the experience details are provided via E-mail, the E-mail must be sent from the employer's official domain and not from any other source. The document(s) / E-mail so issued shall clearly indicate the details of the issuing authority and their credentials within the Organization. Also, such document(s)/ E-mail shall also indicate the period of experience, nature of work-assignments performed in such period and

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designation / capacity (executive or otherwise) in which the work-assignment(s) concerned were performed.

o. If the information furnished by a candidate is found to be false or incomplete (including suppression of information) or is not found to be in conformity with the eligibility criteria mentioned in the advertisement, the candidature or appointment will be considered as revoked or terminated at any stage of the recruitment process or after recruitment or joining, without any reference given to the candidate.

p. Applicants shall mandatorily provide Pen-Picture details with respect to each line / duration of Post Professional Qualification Experience (PPQE) indicated period-wise at the respective field in the Application Form. Pen-Picture details would mean details of professional work- experience, nature of responsibilities, job description, assignments performed, achievements & significant contribution in the field and any other relevant information in connection with that particular line of experience indicated. Candidates shall clearly indicate in the Pen-Picture whether a particular PPQE acquired was in Executive capacity or otherwise and mere indication of designation in this connection shall not suffice. Not providing Pen Picture details in the Application Form as indicated above will lead to rejection of the application.

Candidates shall note that pen picture details will be examined at subsequent stages of selection to assess the nature and relevance of experience to shortlisted or / and select candidates for further stages of Recruitment (including Selection).

q. Any correspondences to the candidate will be made to the mobile number and / or on the E-mail ID provided by the candidate in the Application. No other mode of communication will be adopted.

r. Any sort of canvassing or influencing the Officials related to recruitment / selection process would result in immediate disqualification of the candidature.

s. Selected candidates can be posted to any Division / R&D Centre / 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.

t. Court of jurisdiction for any dispute / cause will be at Bengaluru;

u. **Any corrigendum/Addendum, if any, will be hosted / published on HAL Website only.** Candidates are requested to visit the HAL Website regularly for updates.

v. HAL reserves the right to cancel the Recruitment process entirely at any stage.

w. In case of multiple applications for the same Post, only the last valid (completed) application will be retained and the Application Fee paid for the other Registration will stand forfeited.

x. In case any particular query is not covered above, the candidates can write to HAL at recruitment@hal-india.co.in. No other mode of communication will be entertained.

y. All further announcements/details pertaining to this selection will only be published / provided on HAL website www.hal-india.co.in.

z. By applying for any of the Posts listed in this advertisement, candidates acknowledge and agree to comply with all the provisions outlined herein.

IMPORTANT: This detailed Advertisement should be read along-with the concerned Job-Descriptions attached. Candidates should cross check all the details filled in the Application, before finally submitting the same, as no changes / corrections will be possible after submission.

For more job news visit : www.kpscvaani.com

(i) Position - Dy. General Manager (Flight Operations & Safety) [Grade - VII]:

Eligibility:

1. The candidate should be a Pilot of Fighter Aircraft background (either Ex-Servicemen or Serving Officer) of the IAF in the rank of Gp. Capt. Equivalent ranks in the Indian Navy Coast Guard are also eligible.

2. Flying experience on fighter aircrafts on SU-30 / LCA / Jaguar / Hawk / Kiran / UAV Aircraft and Commanded a Squadron. A minimum of 2 years of Experience of working in Flight Safety Directorate at Air HQ or at Command HQ. Undergone Flight Safety Course from a Recognised Institute.

The Job and Responsibilities:

1. Interaction with Customers and HAL Divisions on Aircraft Accidents / Incident / Defect Investigation and follow-up action.

2. Interaction with operators on all matters concerning Flight Safety.

3. Interaction with concerned HAL Divisions on Flight Safety matters.

4. Participation / Co-ordination in Accident / Incident / Defect Investigations and follow up at HAL Divisions.

5. Planning and implementation of Flight Safety Programmes.

6. Interaction with HAL Divisions to identify shortcomings with regard to Flight Safety.

7. Participation in special studies on flight safety matters.

8. Analysis of accidents / incidents for evolving effective prevention programme.

Location:

Bengaluru (Karnataka)

For more job news visit : www.kpscvaani.com

(ii) Position - Manager (IMM) [Grade - IV]:

The Job and Responsibilities:

1. To plan, purchase and control the materials through ERP system or computer application;
2. To prepare & issue the tenders through e-Procurement platforms;
3. To evaluate the bids received, negotiate and finalise the contract with Indian / Foreign vendors in compliance with the company / Govt. guidelines;
4. To provide timely clarification to vendors, to ensure that they furnish the right quote and right materials;
5. To coordinate with the concerned department / agency for the customs clearance for both import and export of the goods;
6. To provide the various procurement related reports to the management;
7. To identify, source and develop new Vendors for various products / services;
8. Planning and control of inventories by applying modern materials management techniques based on analysis of past consumption pattern;
9. Interaction with internal customers to have better understanding of requirements, prioritize positioning of emergency items in line with business requirements and ensure timely procurement of required items/ services;
10. To ensure timely payment to vendors as per the contract for the supplies executed by the vendor;
11. To perform end to end Contract Management;
12. Ensure periodic review and subsequent closure of purchase files;
13. Preparation of purchase budget;
14. To lead the procurement team.

Experience - preference will be given to:

1. Candidates from a manufacturing sector having experience in material & service procurement.
2. Candidates having worked on ERP (Purchase module) and on e-Procurement portal.

Location:

Bengaluru, Tumakuru (Karnataka); Lucknow, Kanpur (Uttar Pradesh)

For more job news visit : www.kpscvaani.com

(iii) Position - Deputy Manager (IMM) [Grade - III]:

The Job and Responsibilities:

1. To plan, purchase and control the materials through ERP system or computer application;
2. To prepare & issue the tenders through e-Procurement platforms;
3. To evaluate the bids received, negotiate and finalize the contract with Indian / Foreign vendors in compliance with the company / Govt. guidelines;
4. To provide timely clarification to vendors, to ensure that they furnish the right quote and right materials;
5. To coordinate with the concerned department / agency for the customs clearance for both import and export of the goods;
6. To provide the various procurement related reports to the management;
7. Planning and control of inventories by applying modern materials management techniques based on analysis of past consumption pattern;
8. Interaction with internal customers to have better understanding of requirements and ensure timely procurement of required items/ services;
9. To ensure timely payment to vendors as per the contract for the supplies executed by the vendor;
10. To perform end to end contract management.

Experience (preference will be given to):

1. Candidates from a manufacturing sector having experience in material & service procurement
2. Candidates having worked on ERP (Purchase module) and on e-Procurement portal.

Location:

Bengaluru (Karnataka); Nasik (Maharashtra); Koraput (Odisha)

For more job news visit : www.kpscvaani.com

(iv) Position - Deputy Manager (Finance) [Grade - III] & Finance Office [Grade - II]:

The Job and Responsibilities:

The Candidate preferably, should have knowledge / exposure in large scale manufacturing Industry, Banking / Financial Institutions and should have high degree of Professional Knowledge and proven Competence in the following areas: -

1. Preparation and finalization of Annual Accounts, working knowledge on preparations of Accounts;
2. Knowledge of Receivables and Debtors Management;
3. Knowledge of Costing Systems and Cost accounting;
4. Knowledge of Accounting Standards & Cost Accounting Standards;
5. Interaction with Statutory Auditors & Internal Auditors;
6. Cash Management & dealing with Banks and Financial Institutions;
7. Knowledge of Direct and Indirect Taxes;
8. Should have sound conceptual and analytical ability;
9. Functional knowledge of ERP & hands on experience of working on computers;
10. Core knowledge of Accounting.

Location:

Bengaluru (Karnataka), Kanpur, Korwa (Uttar Pradesh); Nasik (Maharashtra); Koraput (Odisha).

For more job news visit : www.kpscvaani.com

(v) Position - Deputy Manager (HR) [Grade - III]:

The Job & Responsibilities:

The candidates shall be looking after the Human Resources Functions at Divisions / Office. The candidate will be responsible for implementing HR capabilities. The candidates should have knowledge / exposure in the gamut of HR related activities, primarily in the areas of implementing People Development Initiatives, in addition to general appreciation of Aeronautical and Aerospace needs & developments in India and around the world.

1. Review, Formulation and Implementation of HR related policies in the areas of Manpower Planning, Recruitment, Career & Succession Planning, Compensation, Performance Management System, Employee Relations, Training & Development and Leadership Development.

2. Conversant with Competency Mapping and Implementation of Individual Development plan.

3. Development and implementation of HR Information Systems.

4. Implementation of HR interventions such as Knowledge Management, Mentoring & Coaching, HR Audit etc.

5. Should have thorough knowledge on various Labour Laws / Acts & Disciplinary proceedings.

Location:

Bengaluru, Tumakuru (Karnataka); Lucknow, Kanpur, Korwa (Uttar Pradesh); Hyderabad (Telangana); Nasik (Maharashtra); Koraput (Odisha).

For more job news visit : www.kpscvaani.com

(vi) Position - Dy. Manager (PR / Media Communication) [Grade - III]:

The Job and Responsibilities:

HAL is seeking a proactive and strategic Deputy Manager for our Public Relations / Corporate Media Department. This role is pivotal in supporting the development and execution of our PR strategies, enhancing HAL's brand's visibility, and managing media relations.

1. Experience in corporate communications, public relations, media, journalism, or related area.
2. Contribute to the creation of communication plans and campaigns, ensuring they are tailored to target audiences and business goals.
3. Support the department in managing and responding to media inquiries during crises.
4. Excellent writing and editing skills, able to adapt content and style for different audiences.
5. Ability to plan, organize and manage media events, photo and video shoots, site visits.
6. Demonstrated experience in conceptualizing, developing and managing content for media, print, electronic, social media and audio-visual productions. Prior experience of working with creative agencies is desirable.
7. Content creation for newsletters, brochures, various publications and internal communication packages required from time to time.
8. Monitor media coverage and industry trends to provide insights and recommendations.
9. Experience in social media management.
10. Competent with office software packages, including PowerPoint, excel, basic design software.
11. Experience in graphic design and/or graphic layout, adobe software is desirable.

Location:

Bengaluru, Nasik (Maharashtra), Lucknow (Uttar Pradesh).

For more job news visit : www.kpscvaani.com

(vii) Position - Officer (PR / Media Communication) [Grade - II]:

The Job and Responsibilities:

The PR / Media Officer is responsible for assisting in the planning and implementation of the communication strategies to increase the standing and awareness of HAL with media and other stakeholders.

1. Experience in corporate communications, public relations, media, journalism, or related area.

2. Excellent writing and editing skills, able to adapt content and style for different audiences.

3. Broad knowledge of media landscape in India.

4. Identify media opportunities in print and digital media.

5. Collaborate with internal teams and stakeholders for media events, site visits, shoots, digital media content creation and coordination.

6. Prepare regular reports on media activity, campaign performance and PR metrics.

7. Experience in Social Media Management.

8. Competent with office software packages, including power point, excel, basic design software. Content creation for newsletters, brochures, various publications and internal communication packages required from time to time.

9. Experience in graphic design and/or graphic layout, adobe software is desirable.

Location:

Bengaluru (Karnataka).

For more job news visit : www.kpscvaani.com

(viii) Position - Officer (Company Secretariat) {Grade - II]:

The Job and Responsibilities:

1. Compliances under Companies Act, SEBI Regulations, etc.

2. Filing of various forms with MCA. Drafting of Agenda and Minutes of meetings of Board, Board Committees and General Meetings.

3. Assisting in preparation of Directors Report, Corporate Governance Report.

3. Listing compliances, Coordination with BSE, NSE, RTA, CDSL, NSDL and various regulatory authorities and Ministry.

4. Execution of various corporate Action like Bonus / Split / Dividend distribution etc.

5. Drafting and vetting agreements for formation of new Joint Venture and Subsidiary Companies.

6. Assisting in formulating various policies of the Company

Location:

Bengaluru (Karnataka)

For more job news visit : www.kpscvaani.com

(ix) Position - Fire Officer (Grade - II):

The Job and Responsibilities:

To work as an Officer In-charge of an Industrial / Aerodrome Fire Station and to look after routine administrative and operational control of independent Fire Stations.

1. Handle and perform as an Officer In-charge of Independent Fire Station of Industry / Aerodrome Fire services.

2. To monitor the functioning of various types of Fire Protection Equipment's such as Fire Vehicles / Fire Tenders / Appliances, Pumps, Fixed Firefighting Installations.

3. To conduct mock Fire drill practices, full scale exercises as required for fulfilment of various certifications for the establishment.

4. To conduct Fire Audits for the establishment and be able to recommend both active and passive Fire protection measures for new Projects.

5. Should have full knowledge on latest Fire Prevention, Fire Protection and Firefighting measures.

6. Shall be well versed with management of men and Firefighting Equipment / Gadgets in the field of Fire Services.

7. Should impart Firefighting training and demonstration on regular interval to employees and other personnel of the establishment.

8. Should maintain adequate liaison and coordination with State Government Fire Services & Police Department.

9. Should possess valid Heavy Transport Vehicle (HTV) license and should be capable of driving Fire vehicles on requirement.

10. Should be able to manage and coordinate the day-to-day operations of Fire Service Department.

11. Should have adequate knowledge of Rescue Operations and be able to attend emergencies.

Location:

Bengaluru, Tumakuru (Karnataka); Barrackpore (West Bengal).

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