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India Optel Limited/इंडिया ऑप्टेल लिमिटेड
A Government of India Enterprise/भारत सरकार का उद्यम
Under Ministry of Defence/ रक्षा मंत्रालय के अंतर्गत
CIN-U31909UR2021GOI012802

ADVERTISEMENT FOR ENGAGEMENT OF PROJECT TECHNICIANS (FOR OLF) ON FIXED TERM CONTRACT BASIS
ADVERTISEMENT NO. IOLHqrs/100(5)/2025-Rectt
Last date of receipt of Applications at IOLHqr is 21st day from the date of publication of advertisement in the Employment Newspaper/ Rozgar Samachar

India Optel Limited (IOL) is a Public Sector Undertaking under Ministry of Defence, Government of India, with Corporate Headquarters at Raipur, Dehradun (Uttarakhand).

IOL is an established manufacturer of Optical / Opto-Electronics Sights/ Systems and Cables for Military and Para-military forces. It is the current market leader in this segment. It is a new Govt. Company with a great future. The company offers great work environment & challenging opportunities for Professionals to prove their mettle.

IOL is looking for NAC/ NTC qualified persons to be engaged as Project Technicians on Fixed Term Contract Basis for the following positions on Temporary Basis only through Fixed Term Contract.

I. Details of Posts wise Vacancies & Reserved Categories:-

Sl.No	Name of Post	Vacancies						Horizontal Reservation				
		UR	SC	ST	OBC (NCL)	EWS	Total	PwBD				Ex-SM
								Cat -(a)	Cat-(b)	Cat -(c)	Cat (d) & (e)	
1.	Project Technician (Fitter Instruments)	33	12	02	08	06	61	--	01	01	01	07
2.	Project Technician (Fitter Electronics)	25	10	02	07	05	49	01	01	--	--	05
3.	Project Technician (Machinist)	06	01	--	--	--	07	--	--	--	--	--
4.	Project Technician (Optical Worker)	14	03	01	03	02	23	--	01	--	--	02
5.	Project Technician (Electroplater)	05	--	--	--	--	05	--	--	--	--	--
6.	Project Technician (Painter)	04	--	--	--	--	04	--	--	--	--	--

Abbreviations Used : UR- Un-Reserved, SC-Scheduled Caste, ST-Scheduled Tribe, OBC (NCL) – Other Backward Class (Non Creamy Layer), EWS – Economically Weaker Sections, ESM-Ex Service Man and Cat(a), Cat(b), Cat(c), Cat(d) & Cat(e) are categories of Persons with Benchmark Disabilities.

II. **EDUCATIONAL QUALIFICATION** : Matriculation + National Trade Certificate (NTC)/ National Apprenticeship Certificate (NAC) issued by National Council Vocational Training (NCVT).

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For Ex-Servicemen : Technicians with upgrading qualifications of Class-III equivalent to NAC. (with due endorsement of the equivalence of Civil Qualification on their certificate).

OR

Technicians with upgrading qualifications of Class-II & Class-I equivalent to NTC (with due endorsement of the equivalence of Civil Qualification on their certificate).

Note : Degree/ Diploma holders in Engineering without possessing NAC/ NTC shall not be accepted as qualification for engagement on Fixed Term Contract basis against this advertisement.

III. Trade wise relevant NAC/ NTC certificate required are as under:-

Sl. No.	Post Name	NAC/ NTC Trade to be Considered
(i)	Project Technician (Fitter Instruments)	Instrument Mechanic, Advance Mechanic (Instruments)
(ii)	Project Technician (Fitter Electronics)	Electronics Mechanic, Mechanic Mechatronics, Mechanic Industrial Electronics, Mechanic (Embedded Systems and PLC), Mechanic Power Electronics (Inverter, UPS and Maintenance of Drives)
(iii)	Project Technician (Machinist)	Machinist
(iv)	Project Technician (Optical Worker)	Optical Worker
(v)	Project Technician (Electroplater)	Electroplater
(vi)	Project Technician (Painter)	Painter (General)

IV. Identification of Posts suitable for Persons with Benchmark Disabilities are as given below :-

Sl. No.	Name of the Post	Categories of Disabled suitable for Jobs		Physical Requirement
1	Project Technician (Fitter Instrument)	Category (a)	-----	S-Sitting, ST - Standing, Bending-BN, Reading & Writing –RW, SE- Seeing, Hearing – H, MF- Manipulation by Fingers
		Category (b)	Hard of Hearing(HH)	
		Category (C)	Locomotor Disability with One Leg (OL), Both leg (BL), Cerebral Palsy (CP), Leprosy Cured (LC), Dwarfism (Dw), Acid Attack Victims (AAV)	
		Category (d)	Autism Spectrum Disease (ASD) (Mild - M), Special Learning Disability (SLD), Mental Illness (MI)	
		Category(e)	Multiple Disability (MD) involving (b) to (d) above	

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2	Project Technician (Fitter Electronics)	Category (a)	--	S- Sitting, ST – Standing, W-Walking, MF-Manipulation by Fingers, SE-Seeing, H-Hearing.
		Category (b)	Hard of Hearing(HH)	
		Category (C)	Locomotor Disability with One Arm (OA), Both Arm (BA), One Leg (OL), One Leg & One Arm (OAL), Cerebral Palsy (CP), Leprosy Cured (LC), Dwarfism (Dw), Acid Attack Victims (AAV)	
		Category (d)	Autism Spectrum Disorder (ASD-M=Mild,), Intellectual Disorder (ID), Specific Learning Disability (SLD), Mental Illness (MI)	
		Category(e)	Multiple Disability involving (a) to (d) above	
3	Project Technician (Machinist)	Category (a)	Low Vision (LV)	S-Sitting, ST-Standing, BN-Bending, L-Lifting, MF-Manipulation by Fingers, SE-Seeing
		Category (b)	Hard of Hearing(HH)	
		Category (C)	Locomotor Disability with One Leg (OL), Cerebral Palsy (CP), Leprosy Cured (LC), Dwarfism (Dw), Acid Attack Victims (AAV)	
		Category (d)	Autism Spectrum Disorder (ASD-M=Mild), Specific Learning Disability (SLD), Mental Illness (MI)	
		Category(e)	Multiple Disability involving (a) to (d) above	
4	Project Technician (Optical Worker)	Category (a)	--	S–Sitting, ST–Standing, BN –Bending, MF-Manipulation by Fingers, SE–Seeing
		Category (b)	Deaf (D), Hard of Hearing(HH)	
		Category (C)	Locomotor Disability with One Leg (OL), Both leg (BL), Cerebral Palsy (CP), Dwarfism (Dw), Acid Attack Victims (AAV)	
		Category (d)	Autism Spectrum Disorder (ASD) (M= Mild, MoD = Moderate), Special Learning Disability (SLD), Mental Illness (MI),	
		Category(e)	Multiple Disability (MD) involving (b) to (d) above	

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5	Project Technician (Electroplater)	Category (a)	--	S – Sitting, ST – Standing, BN – Bending, L-Lifting, MF-Manipulation by Fingers, SE- Seeing
		Category (b)	Hard of Hearing(HH)	
		Category (C)	Locomotor Disability with One Leg (OL), Both leg (BL), Cerebral Palsy (CP), Leprosy Cured (LC), Dwarfism (Dw), Acid Attack Victims (AAV)	
		Category (d)	Autism Spectrum Disorder (ASD) M=Mild), Special Learning Disability (SLD), Mental Illness (MI),	
		Category(e)	Multiple Disability (MD) involving (a) to (d) above	
6	Project Technician (Painter)	Category (a)	--	S-Sitting, ST-Standing, W-Walking, BN-Bending, RW-Reading & Writing, SE-Seeing, H-Hearing, MF-Manipulation by Fingers.
		Category (b)	Hard of Hearing(HH)	
		Category (C)	Locomotor Disability with One Leg (OL), Dwarfism (Dw), Acid Attack Victims (AAV)	
		Category (d)	Autism Spectrum Disorder (ASD) (M= Mild), Intellectual Disability (ID), Special Learning Disability (SLD), Mental Illness (MI).	
		Category (e)	Multiple Disability (MD) involving (a) to (d) above	

V. **AGE LIMIT :** 18 yrs to 32 yrs (Minimum age 18 years for all categories) as on closing date of advertisement. Permissible relaxation of upper age limit for different categories is applicable as per extant Government orders.

Note : - EX-TRADE APPRENTICE of Ordnance Factories - In case of Ex-Trade Apprentice of Ordnance Factories, if age bar comes in the way of the candidate, the same would be relaxed to the extent of period for which the Apprentice had undergone training, in line with Apprentice Act.

VI. **AGE RELAXATION** : Age relaxation, as admissible will be given to SC/ST, OBC (NCL), Ex-Serviceman & PwBD candidates as under :-

(i)	SC/ST Candidates	05 years (only in respect of posts reserved for SC/ST)
(ii)	OBC Candidates	03 years (only in respect of posts reserved for OBC)
(iii)	Ex-Serviceman	Period of Military Service + 03 years
(iv)	For PwBD Candidates	PwBD (UR) – 10 years, PwBD (SC) – 15 years, PwBD (ST)-15yrs), PwBD (OBC) – 13 years
(V)	Other Categories	As per Extant Govt. of India Orders

VII. REQUIRED EXPERIENCE : NIL

VIII. MONTHLY REMUNERATON : [Basic Pay Rs. 20,000/- + Industrial DA + HRA] only.

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IX. ANNUAL INCREMENT : An annual increase of 3% (rounded off to the next 10 rupees only) during the tenure shall be admissible on the Basic Pay, subject to satisfactory performance.

X. JOB PROFILE : As per the requirements of Technical Trades related to Project/ Augmentation of capacity of TPDK-1, T-90 (OH) and T-72 in OLF (A unit under IOL).

XI. TENURE OF ENGAGEMENT: 01 year initially, which may be extended one year at a time up to a maximum period of 03 years (Total 04 yrs, including initial period) based on functional requirement of the Company and individual's performance assessment.

XII. NATURE OF ENGAGEMENT : All the Posts/ Positions are on Fixed Term Full Time (Contract) Basis only

XIII. PLACE OF POSTING**:** At OLF Dehradun [A Unit under India Optel Limited (IOL)]. However, the engaged individual shall liable to be transferred to any of the unit, Project Establishment, Office or any other place or location or job where he/ she may be posted for Company's work in any part of the country as may be required by the Competent Authority.

XIV. APPLICATION FEE - NIL

XV. HOW TO APPLY**:**

(i) Interested candidates may download the prescribed format attached herewith as **"Application Format at Annexure-A to this advertisement**" available at DOO (C&S) website https://ddpdoo.gov.in at '**Join Us'** Tab and fill up the same in **BLOCK LETTERS** only. Candidates must go through the detailed terms & conditions and also check regularly this website for any further updates. The application along with necessary enclosures is to be forwarded by **POST ONLY** to the following :-

The Chairman & Managing Director
India Optel Limited, OFILDD Campus
Raipur, Dehradun (Uttarakhand) - 248008

The envelope must be clearly superscripted as **"APPLICATION FOR THE POST OF** …….. **ON FIXED TERM CONTRACT BASIS**". The last date for receipt of Applications at IOL will be the closing date of advertisement.

(ii) Candidates are required to attach (self-attested copies) of all the requisite documents pertaining to his/ her qualifications, experience, past employment, present employment, salary proof, caste & category etc.

(iii) Non-attachment of required documents as per application format will be treated as incomplete application and will be rejected forthwith.

(iv) It is mandatory to fill all the relevant information such as qualification details, experience details (if any), percentage of marks etc.

(v) In case of any variation in name/ surname in the Application form with educational/ professional certificates, application will be liable to be cancelled.

(vi) Applicants are directed to enter his/her active E-mail ID and Mobile number which should be valid throughout the engagement process. All important communications will be sent to this E-mail ID / Mobile number.

XVI. RESERVATION **:** Reservation for SC/ST/OBC/EWS/Ex-SM/PwBd etc., is applicable as per extant Government of India Orders.

XVII. RELAXATION & CONCESSIONS**:** Reservation/ Relaxation & Concessions will be applicable to candidates belonging to SC/ST/ OBC (Non Creamy Layer)/ PwBD/ EWS/Ex-servicemen, as per Government of India Orders.

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(i) Candidates seeking reservation as SC / ST / OBC (Non-Creamy Layer) / EWS/ PwBD etc will have to submit certificates **"IN THE PROFORMA PRESCRIBED "** by the Government of India.

(ii) If the SC / ST / OBC (NCL) / EWS / PwBD certificate has been issued in a language other than English / Hindi, the candidates will be required to obtain the same from District Administration in Hindi/English.

(iii) Disability should not be less than 40% for PwBD categories to claim reservation. A person, who wants to avail the benefit of relaxation, will have to submit a Disability Certificate issued by a Competent Authority under relevant Govt. proforma.

XVIII. SELECTION PROCEDURE:

(i) Candidates will be shortlisted for Trade Test (Practical) on the basis of percentage of Marks obtained in the final examination of NTC/ NAC (In case possessing both NTC/ NAC, the percentage of marks of NTC will be considered). Candidate will be called for Trade Test 1.25 times of the number of positions to be filled in the order of percentage of marks obtained in final examination of NTC/ NAC.

(ii) Shortlisted candidates will be called for Trade Test (Practical) which will be of qualifying nature only. Candidates who fail in Trade Test will be disqualified.

Note : Resolution of Tie (In order of preference) :-
(a) Ex-Trade Apprentices of Ordnance Factories will get preference in case of Tie.
(b) The candidate older in age will get preference.
(c) Alphabetical order of Names.

(iii) Trade Test: The syllabus for trade test (Practical) will be as per trade test specification of semi-skilled grade of the relevant trade. Trade test will be merely of qualifying nature. The merit will be decided solely based on %age of marks obtained in the final examination of NTC/ NAC. In case possessing both NTC/ NAC, the %age of marks of NTC will be considered.

(iv) Request for change of Trade Test date/ Venue etc., will NOT be entertained under any circumstances.

XIX. DECLARATION OF RESULT ON SELECTION :- The result of the final selection will be published only on DOO (C&S) website https://ddpdoo.gov.in . Selected candidates will also be informed through E-mail.

XX. REJECTION OF APPLICATIONS/ CANCELLATION OF CANDIDATURE : Applications received after the closing date or not meeting the eligibility criteria and Terms & Conditions of the advertisement will be summarily rejected.

XXI. TERMS & CONDITIONS**:-**

(1) Only Indian Nationals may apply.

(2) Age, Qualification & Experience etc. stipulated above should be as on closing date of advertisement.

(3) Self-attested copies of Educational Qualifications, Technical Qualification (NAC/ NTC), Certificate for Age Proof, Experience Certificate (as applicable) from Institutions, Caste Certificates (for SC/ST/OBC/EWS). Discharge certificate for Ex-Serviceman and disability certificate for PwBD candidates etc. as per Govt. of India prescribed format should be enclosed along with the application.

(4) The Ex-Serviceman candidates applying for the post under Ex-Serviceman Category should have to submit duly signed undertaking in the format as given at **Annexure-B** of the applications form.

(5) Submission of false/ incorrect/ incomplete information / dubious / bogus documents etc. shall disqualify the candidature.

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(6) Canvassing in any form to secure employment will lead to disqualification. Such candidates may be debarred from future engagement cycles also.

(7) Mere submission of application form does not guarantee issue of "Call Letter" for Trade Test (Practical) or for selection.

(8) Short listed candidates will be informed for Trade Test (Practical) through E-mail only. Therefore, candidates are required to fill their email and phone number mandatorily in the application form.

(9) India Optel Limited (IOL) will not be responsible for late/ non-receipt of filled-in applications due to postal delay or any other reasons.

(10) E-mail ID & Mobile Number should be kept active till the completion of the whole engagement process.

(11) Candidates will be disqualified ab-initio in case they do not fulfill the eligibility criteria.

(12) Applications in which all the details are not fully filled, shall liable to be rejected. Hence, candidates are advised to properly fill the application and provide necessary supporting documents pertaining to their educational qualifications.

(13) IOL reserves the right to cancel/amend the advertisement. Also reserves the right to increase/decrease the number of posts. IOL also reserves the right to alter the eligibility criteria etc., in the interest of the Organization.

(14) Candidates are required to possess a valid e-mail ID and Mobile number for communication. IOL will not be responsible for bouncing of E-mail sent to the candidates.

(15) Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted in appropriate Courts/ Tribunals / Forums in Dehradun (Uttarakhand State) only, which shall have sole and exclusive jurisdiction in the matter.

(16) Management reserves the right to call for any additional documentary evidence in support of Qualification, etc. from the applicants.

(17) The candidates are required to apply in the **PRESCRIBED FORMAT ONLY [at Annexure-A]**.

(18) All details given in the Application Form will be treated as final and no changes will be allowed. Therefore, the candidates are advised to fill all details in the Application Form carefully.

(19) Any further information/ Update/ Corrigendum/ Addendum if any, with regard to this advertisement and Selection Process will be uploaded only on DOO (C&S) website https://ddpdoo.gov.in at '**Join Us'** Tab**".** Please check our website for regular updates.

(20) The decision of IOL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and posting of selected candidate, will be final and binding on the candidate and no enquiry/correspondence will be entertained in this regard.

(21) IOL will not be responsible for bouncing or loss of any E-Mail sent to the candidate due to invalid/ wrong E-Mail ID provided by the candidate or delivery of E-Mail to spam/ bulk mail folder/ or for delay / not receipt of information, if the candidate fails to access his/ her E-mail/ Website in time.

(22) Candidates will have to bring all the requisite relevant documents along with originals for verification at the time of Trade Test (Practical) for document verification.

(23) It is the responsibility of the candidate to satisfy that he/she meets the eligibility criteria (as mention in this advertisement) fully before applying.

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(24) The finally selected candidate will have to sign a contractual agreement with IOL.

(25) The Contract shall not confer any rights or claim of extension/absorption/Permanent Employment in the Company.

(26) Admit Card/ Call letters for Trade Test (Practical) will be forwarded to the candidates by E-mail only. The candidate will be required to paste similar photograph that he/she had pasted on the application form, while reporting for trade test (Practical) for identification.

(27) Candidates currently serving in Government/Quasi. Government/PSU/Autonomous Body are advised to seek prior permission from their employers to apply for the notified posts. Such applicants shall have to submit **'No Objection Certificate (NOC)'** from their present employer at the time of **TRADE TEST (PRACTICAL)** , failing which they would not be allowed to appear in Trade Test (Practical) and their candidature shall be treated as cancelled.

(28) On final selection, such candidates who have been working in Govt./Quasi Govt./PSU/Autonomous Body/ Private Entity, should produce the relieving letter from their previous employer. In the absence of such document, he/she shall not be allowed to join IOL.

(29) At any stage of engagement or later, if a candidate is found guilty of any misconduct such as:

a) Impersonating or procuring impersonation by any person; or
b) Resorting to any irregular means in connection with his/her candidature during selection process; or
c) Using undue influence of his/her candidature by any means; or
d) Submitting of false certificates/documents/information or suppressing any information at any stage;

Then, in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:

a) Debarred from engagement permanently or for a specified period from any examination/engagement and/or;
b) His/ her services shall be terminated, if the act of misconduct comes to notice after his/her engagement for services to IOL.

(30) **DEDUCTION OR RECOVERY FROM REMUNERATION** :-

(i) For amenities and services supplied by the Company;
(ii) For recovery of advances or for adjustment of over-payments;
(iii) Income Tax or any other tax levied by the Government or any other statutory dues;
(iv) Deduction required to be made by orders of a Court or other authority competent to make such order;
(v) Deduction of amounts due to the Company from the employee on account;
(vi) Any other deduction made with the written authorization of the employee concerned;
(vii) Fines.
(viii) For unauthorized absence from duty;
(ix) For damage to or loss of goods expressly entrusted to the employee for custody or for loss of money for which he/ she is required to account.

(31) **LEAVE** - Paid leave of absence may be allowed @ 1.5 days of each completed month of service (18 days in a calendar year). No remuneration for the period of absence in excess of the admissible leave will be paid to the engaged individual. Also, un-availed leave will not be en-cashed. The engaged person shall not avail any leave or remain absent without prior approval/ sanction by the Competent Authority. In case of default and absence of Engaged Personnel for a continuous period of 03 working days without prior approval/ sanction (including overstay on approved leave), stringent action may be taken.

(32) Tenure based personnel shall be entitled to paid holidays of the Company/Unit/Place of posting (in units under IOL) as per Company rules.

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(33) Tenure based personnel will be entitled for payment of Gratuity as per Govt. of India extant rules and orders.

(34) Tenure based personnel will be entitled for safety and protective gears, equipment, kits etc as per the Company norms.

(35) Female personnel will be entitled to Maternity Benefits as per the provisions under the Maternity Benefit Act, 1961.

(36) The Tenure based engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.

(37) The Tenure Based personnel will abide by Company/ Factory Rules & Regulations.

(38) Tenure based personnel will be covered under the Income Tax, Service Tax, Professional Tax etc., as per the applicable Rules and all such taxes would be payable by them.

(39) Tenure based personnel may be given Company Quarters, subject to availability and approval of the Competent Authority by paying Licence fee as prescribed by IOL. In this case HRA will not be given.

(40) Tenure based personnel will not be entitled for the followings :-

a) Promotions
b) OT Allowance
c) Loans, advances & Interests subsidies
d) Medical Facilities
e) Contingency Advance
f) School fee Reimbursement
g) LTC/ LTA
h) Grant of Study leave
i) Sponsorship for higher studies
j) Any other benefits admissible to regular workmen not mentioned specifically in the advertisement.

(41) The Tenure based personnel will not be entitled for any Allowances or Benefits other than those indicated in this advertisement.

(42) Performance of the personnel would be assessed on regular basis, as decided by IOL.

(43) **TERMINATION OF ENGAGEMENT** : The tenure will come to an end automatically at the completion of the fixed tenure unless extended. The engagement can also be terminated at any time, by giving one month's notice by either party or payment of the monthly 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.

(44) **MEDICAL FITNESS**: Engagement of the selected candidate will be subject to submission of Medical Fitness Certificate issued by Competent Civil Medical Authority. The person engaged shall be liable to be medically examined at any time during the period of his/her engagement with the company. An employee is liable to be discharged at any time from engagement on being found medically unfit & also due to poor performance.

(45) **DISQUALIFICATION:**

a) Insolvency, Moral turpitude etc.
b) Pendency of investigation trail in relation to a criminal offence.
c) Conviction by Court of Law for criminal offence.
d) Dismissal/ termination from the services in your previous employment(s) pursuant to disciplinary action.

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(46) The engagement will be on full time contract basis. Absence from duty other than on authorized leave/ Company Holidays, will result in proportionate reduction in the Consolidated Remuneration. If an employee who remains absent from duty for any reason whatsoever up to 15 consecutive days, he shall be deemed to have voluntarily abandoned the engagement with the company without notice and will be treated as automatic termination. However, if subsequently his/ her unauthorized absence is satisfactorily substantiated/ accounted for, the management may regularize his/ her period of unauthorized absence on such terms and conditions as it may deem fit and proper.

(47) The engaged personnel will be eligible for Company Holidays as applicable to a regular employee.

(48) Travelling Allowance/ Daily Allowance (TA/DA): No Travelling Allowance/Daily Allowance is admissible for joining the assignment or on its completion. However, the individual will be allowed TA/DA, including advance on official tour, if any, as per the entitlement and paid on case to case basis with the approval of Competent Authority. Company units will provide transit accommodation in their guest houses subject to availability.

(49) The Tenure based personnel will be eligible for Unit Industrial Meal Canteen Facility.

XXII. **CAUTION TO ALL CANDIDATES** : Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the factory through illegal gratification. You must not fell prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and re-assured that the entire selection exercise will be done on merit in a transparent manner.

XXIII. **VERIFICATION OF CHARACTER & ANTECEDENTS**: The engagement shall be on the basis of satisfactory verification of character & antecedents in the prescribed form by the prescribed authority(s) in accordance with the directives issued by the Government from time to time. Such verification, if considered necessary may be obtained subsequently at any time during the course of engagement.

XXIV. **LIABILITY OF SERVICE :**

(i) The engaged individual may be transferred to any of the unit, Project Establishment, Office or any other place or location or job in any part of the country as may be ordered by the Competent Authority.

(ii) The employee shall be liable to be called upon by the Management at any point of time based on exigencies of work for which no overtime or extra payment shall be paid.

XXV. **HOURS OF WORK :**

(i) He/ She shall comply with such instructions as issued from time to time relating to attendance, arrival and departure, period and hours of work and shall be at work at the time fixed and notified by the competent authority for time to time.

(ii) They will work on full time basis and on all working days as applicable or in operation in the company.

(iii) Attendance shall be marked daily according to the method prescribed by the management from time to time.

(iv) Absence from duty including absence due to late coming, shall be reckoned as follows:

(a) Who does not report for duty on time may not be taken on work, and his absence for the day will be treated, at the discretion of the competent authority, as leave with or without pay or as absence from duty.

(b) Nothing in this provision shall prejudice the right of the management for deduction of wages for the period of absence and/or for taking disciplinary action against the delinquent employee as decided by the Competent Authority.

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(v) Absence during the month, other than the authorized leave, will not be reckoned for the purpose of payment. Deduction will be made on pro-rata basis for the number of days of absence in that month.

XXVI. **SECRECY**:

(i) The incumbent will maintain all information/ documents/ materials gathered during the course of Engagement in strict confidence. He/ she will not copy or make notes of such information/ documents except in connection with the work for the company. He/ She will not divulge to anyone out side the company or use any of the information/ documents/ materials gathered during the course of engagement for his/ her own or anyone else's benefit, either during or after the term of engagement with the company. The aforesaid obligation shall also apply to proprietary/ confidential information/ document of third parties received by him/ her or the company in the normal course of the engagement with the company.

(ii) The incumbent shall while demitting the office, handover all information/ documents/ materials under his/ her possession, during the engagement period to the immediate Reporting Authority.

XXVII. The above Terms & Conditions of engagement are subject to amendment on issuance and in accordance with any new rules, regulations and guidelines ordered by Govt. of India.

XXVIII. **IOL's DECISION FINAL** : Decision of the IOL in all matters regarding eligibility of the applicant, the stages at which such scrutiny of eligibility is to be undertaken, documents to be produced, Trade Test, selection of any other matter relating to engagement will be final and binding on the applicant. While applying for the position, the applicant should ensure that he/she fulfills the eligibility and other criteria mentioned and that the particulars furnished are correct in all respect. In case it is detected at any stage of engagement process that applicant does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact (s), his/her candidature will automatically stand cancelled. If any of the said shortcoming(s) is/are detected even after engagement, he/she is liable to be terminated without any notice.

XXIX. **CONTACT US :-** In case of any problem faced by the candidates in filling up the application, they may contact to HR (Recruitment) Department of IOL over phone number: **0135 -2787101 - 03 (Extn. 4031)** or +91-7579044634 between 10 **AM to 4 PM on any working day, i.e. Monday to Friday.**

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उप-महाप्रबंधक (एच.आर)/ Deputy General Manager (HR)
इंडिया ऑप्टेल लिमिटेड/ India Optel Limited,
कृते अध्यक्ष एवं प्रबंध निदेशक /For Chairman & Managing Director

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Annexure 'A'

APPLICATION FORMAT FOR PROJECT TECHNICIANS TO BE ENGAGED ON FIXED TERM CONTRACT BASIS
[REF ; ADVERTISEMENT NO. IOLHqrs/100(5)/2025-Rectt]

To,

The Chairman & Managing Director
India Optel Limited, OFILDD Campus
Raipur, Dehradun (Uttarakhand)
Pin - 248008

Paste a recent Passport size Photograph (Self-Attested in front) to be firmly pasted (not to staple)

APPLICATION FOR THE POSITION OF_____

1.	NAME (IN FULL AND BLOCK LETTERS)	
2.	FATHER'S NAME	
3.	MOTHER'S NAME	
4.	MARITAL STATUS	
5.	SPOUSE NAME	
6.	GENDER	
7	NATIONALITY	
8	DATE OF BIRTH(DD/MM/YYYY)	
9	AGE IN YEARS, MONTHS & DAYS. (AS ON CLOSING DATE OF ADVERTISMENT)	
10	WHETHER BELONG TO SC/ST/OBC/EWS (Mention category). Certificate to be enclosed.	
11.	WHETHER BELONG TO Ex-SM. Please mention YES/NO Discharge Certificate to be enclosed	
12.	WHETHER BELONG TO PERSONS WITH DISABILITY (PwBD). Please mention YES/NO.	
	Mention PwBD category.	
13.	WHETER NAC, NTC OR BOTH HOLDER	
14.	TECHNICAL QUALIFICATION (NAC/ NTC)	
15.	TRADE	
16.	PRESENT EMPLOYMENT STATUS - WHETHER PRESENTLY EMPLOYED (YES/ NO)	
17.	IF YES - NAME OF THE EMPLOYER	
18.	WHETHER GOVT/ PSU/PRIVATE	
19.	DATE OF RETIREMENT/SEPARATION FROM LAST EMPLOYMENT	

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I	NAME OF THE COMPANY/DEPARTMENT (RETIRED/ SEPARATED)	
II	WHETHER CPSE/STATE PSE/GOVT. DEPARTMENT/PRIVATE SECTOR.	
III	POST CURRENTLY HELD ON REGULAR (SUBSTATIVE) BASIS WITH PAY SCALE, LEVEL AND GRADE PAY (UNDER IDA & CDA PAY SCALES) OR ON THE DATE OF RETIREMENT/SEPARATION	
20	PRESENT ADDRESS FOR COMMUNICATION	
21	PERMANENT ADDRESS	
22	MOBILE NO. (MANDATORY)	
23	E-MAIL ID (MANDATORY)	
24	AADHAAR NUMBER	
25	PAN NUMBER	
26	TWO PROMINENT & VISIBLE IDENTIFICATION MARKS	1. 2.

27. ACADEMIC QUALIFICATIONS (STARTING FROM CLASS XTH ONWARDS):

Name of School/ College	Name of Recognized Board/ University of Examination	Examination Passed	Month & Year of passing

(May attach a separate sheet if space becomes constraint)

28. (i) Details of Passing NTC :-

Trade	Name of Institution	Training Period		Exam Month & Year	Month & Year of Passing	Marks Secured	Maximum Marks	Percentage of Marks
		From	To					

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28 (ii) Details of Passing NAC :-

Trade	Name of Institution	Training/ Apprenticeship Period		Exam Month & Year	Month & Year of Passing	Marks Secured	Maximum Marks	Percentage of Marks
		From	To					

29. DETAILS OF PRESENT EMPLOYMENT/ PREVIOUS EXPERIENCE (IF ANY):

SL. No.	Name of the Company/ Organization	Central Govt./ State Govt./ PSU/ Autonomous/ Private etc.	Post held	Period of Employment		Nature of Duties
				From	To	

(May attach a separate sheet if space becomes constraint)

30. Any additional information (if any) which you would like to mention in support of your suitability for the post or in relation to the post.

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31. Check List of Enclosures:-

Sl. No.	**Enclosures**	**Remarks (Yes/ No)**
1	Proof of Date of Birth	
2	Educational Qualifications Certificate(s)	
3	10th, NTC & NAC Mark Sheets & Pass Certificates	
4	Experience Certificate (if any)	
5	Caste & Category Certificate [SC/ST/OBC (NCL)/ EWS/ PwBD/ ESM] in prescribed format of Government of India	
6	Declaration by Ex-SM candidates as per Annexure-B	
7	Whether all the above documents/ certificates are self-attested	

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DECLARATION

I, Shri/ Smt/ Km _____ have read the instructions carefully before sending this application. I hereby declare that all the statements made in this applications are correct to the best of my knowledge and belief. I understand that any discrepancy found in the information furnished by me in my application form will lead to cancellation of my candidature/ debarment at any time.

Further, I also understand that the engagement is purely temporary and contractual and on Full Time Fixed Term Contract Basis and is not against any Permanent vacancy & this engagement will not give me any claim for regular/permanent employment in the company.

Date: Signature of candidate

Place:

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ANNEXURE-B

UNDERTAKING TO BE SUBMITTED BY EX-SERVICEMAN

I understand that, if selected on the basis of the engagement/ examination to which this application relates, my engagement will be subject to my producing documentary evidence to the satisfaction of the Competent Authority that I have been duly released / retired/ discharged from the Armed Forces that I am entitled to the benefits admissible to Ex-Servicemen in terms of Ex-Servicemen (Re-Employment in Central Civil Services and posts) Rules 1979, as amended from time to time.

2. I also understand that I shall not be eligible to be engaged to a position reserved for Ex-servicemen in regard to the engagement covered by this examination, if I have at any time prior to such engagement, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/ Statutory Bodies, Nationalized Banks etc.) by availing of the concession of reservation of vacancies admissible to Ex-Servicemen.

Date :

(Name & Signature of the Candidate)

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India Optel Limited/ इंडिया ऑप्टेल लिमिटेड
A Government of India Enterprise/ भारत सरकार का उद्यम
Under Ministry of Defence /रक्षा मंत्रालय के अंतर्गत
CIN-U31909UR2021GOI012802

ADVERTISEMENT FOR ENGAGEMENT OF JUNIOR PROJECT EXECUTIVE (ELECTRICAL) ON FIXED TERM CONTRACT BASIS FOR IOL

ADVT NO: IOLHqrs/100(6)/2025-Rectt

The last date of receipt of Applications at IOL is 21st Day from Publication of Advertisement in Employment News/ Rozgar Samachar.

India Optel Limited (IOL) is a Public Sector Undertaking under Ministry of Defence, Government of India, with Corporate Headquarters at Raipur, Dehradun (Uttrakhand).

IOL is an established manufacturer of Optical/Opto-Electronics Sights/Systems and Cables for Military and Para-military applications. The Company has a promising future. The company offers great work environment & challenging opportunities for professionals to prove their mettle.

IOL is looking for an experienced Technical Professional who wish to pursue a career in the Company on Fixed Term Contract Basis at IOL, Dehradun.

Interested candidates may download the prescribed format (**At Annexure-A**) from DOO (C&S) website https://ddpdoo.gov.in. and submit the same in Hard copy along with self – attested copies of certificates and testimonials through speed post/courier service to the Chairman & Managing Director, India Optel Limited, Corporate Headquarters, OFILDD Campus, Raipur, Dehradun (UK)-248008 super scribing on the envelope **'Application for Engagement to the Position of 'Junior Project Executive (Electrical)'** .

1. **Junior Project Executive (Electrical)**

Sl.No	Particulars	Details
a)	Number of Position	01 (One) (UR).
b)	Age Limit	Minimum 18 years & Up to 45 years as on Closing date of Advertisement
c)	Essential Academic Qualification	03 years Regular/ full time Diploma Holder in Electrical Engineering discipline from a recognized College/ Institute approved by AICTE/ appropriate statutory authority with not less than 60% marks.
d)	Eligibility Criteria	The incumbent should have the experience of minimum 05 years in Electrical Maintenance of Sub Stations, HT/ LT Lines and Residential Estates. (i) Candidate should be Diploma holder in Electrical Engineering discipline with minimum 05 year experience in the field. (iii) Candidate should have good command in Hindi and English language in writing and speaking. The candidate must have basic knowledge of the Computer.
e)	Experience Required	The experience must include the following :- (i) Knowledge of operation and maintenance of MRS 33/11 KV and 11/0.415 KV. (ii) Complete knowledge about Sub Station Maintenance. (iii) The candidate should have knowledge about Electrical Estimation. (iv) The individual must be able to study the electrical drawings.

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Sl.No	Particulars	Details
f)	Definition of Post Professional Work Experience	Public/ Private sector organizations/ Institutions etc., (Minimum Turnover of 200 Crore only for private sector)
g)	Job Description	(i) Supervision of all Electrical Maintenance of Sub Stations and HT/ LT Lines and Transformers, DG sets, Residential buildings, Pump houses etc., in IOL Estate (ii) Electrical arrangement for all official functions. (iii) Raising the electrical requirements of the section and arranging the material in time to run the electrical section smoothly. (iv) Looking after Electrical Maintenance work and its record keeping. (v) Looking after and responsible for Electrical Breakdown maintenance and preventive maintenance work. (vi) Maintaining the infrastructure for regular as well as preventive maintenance. (vii) The individual may require to work in shifts (Day/ Night) also. The individual shall comply with such instructions as are issued from time to time relating to attendance, arrival and departure, the period and hours of work and shall be at work at the time fixed and notified by Competent Authority from time to time.
h)	Monthly Remuneration	Rs. 30,000/- (Rupees Thirty Thousand) + Industrial DA + HRA only.
i)	Annual Increment	An annual increment @03% will be given.
j)	Tenure of Engagement	Duration of contract will be 02 (Two) years initially which may be extended up to 01 (One) more year (Total 03 years including initial period) based on functional requirement of the company & performance assessment of the engaged individual.
k)	Nature of Engagement	Fixed Term Contract Basis (Full Time).
l)	Other Quality and requirements	Willingness to work in all round the shifts with good inter personnel skills.
m)	Place of Posting	Estate Maintenance Section, IOL HQ Dehradun (Uttrakhand). However, the engaged individual may be posted/ deputed/ attached for official work to any of the units of IOL/ Govt. Offices/ Departments/ Institution/ Firms/ Labs etc.
n)	Working Hours	The individual will work on full time basis and on all working days as applicable or in operation in the Company. The individual may also be required to work beyond normal working hours and on Sundays or other holidays too, in case of functional requirement, without any additional compensation.

2.0 APPLICATION FEES - NIL

3.0 HOW TO APPLY: Interested candidates may download the application form in the prescribed format attached herewith as **"Application Format at Annexure-A to this advertisement"** available at DOO (C&S) website https://ddpdoo.gov.in at '**Join Us'** Tab and fill up the same in **BLOCK LETTERS** only. Candidates must go through the detailed terms & conditions and also check regularly this website for any further updates. The application along with necessary enclosures is to be forwarded by **POST ONLY** to the following address :-

The Chairman & Managing Director
India Optel Limited, OFILDD Campus
Raipur, Dehradun (Uttrakhand) - 248008

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The envelope must be clearly superscripted as **"APPLICATION FOR THE POST OF ..... ON FIXED TERM CONTRACT BASIS"**. The last date for receipt of Applications at IOL will be the closing date of advertisement.

3.1 Candidates are required to attach (self-attested copies) all the requisite documents pertaining to his/ her qualifications, experience, past employment, present employment, Salary Proof etc.

3.2 It is mandatory to fill all the relevant information such as qualification details, experience details (if any), percentage of marks etc.

3.3 Applicants are directed to enter his/her active E-mail ID and Mobile number which should be valid throughout the engagement process. All important communications will be sent to this E-mail ID / Mobile number.

4.0 **SELECTION PROCEDURE & DECLARATION OF RESULT :**

4.1 Applications received in the prescribed format from the Candidates will be scrutinized by a Committee designated for the purpose and provisionally shortlisted candidates will be called for an interaction/ interview.

4.2 Personal Interaction/ interviews shall be conducted by a duly constituted Selection Committee/ Board.

Note : Resolution of Tie (In order of preference) :-

(a) The candidate older in age will get preference.

(b) Alphabetical order of Names, in case condition (a) also results in tie.

4.3 Request for change of date/ Venue/ Time etc., for the interview will **NOT** be entertained under any circumstances. Further, no virtual interview [online mode] shall be conducted in any circumstances.

4.4 **DECLARATION OF RESULT ON SELECTION** :- The result of the final selection will be published only on DOO (C&S) website https://ddpdoo.gov.in . Selected candidates will also be informed through E-mail.

5.0 REJECTION OF APPLICATIONS/ CANCELLATION OF CANDIDATURE :

5.1 Applications received after the closing date or not meeting the eligibility criteria and Terms & Conditions of the advertisement will be summarily rejected.

5.2 Non-attachment of required documents as per application format will be treated as incomplete application and will be rejected forthwith.

5.3 In case of any variation in name/ surname in the Application form with educational/ professional certificates, application will be liable to be cancelled.

5.4 Submission of false/ incorrect/ incomplete information / dubious / bogus documents etc. shall disqualify the candidature.

5.5 Candidates will be disqualified ab-initio in case they do not fulfill the eligibility criteria and their application(s) will be rejected.

5.6 Applications in which all the details are not fully filled, shall liable to be rejected. Hence, candidates are advised to properly fill the application and provide necessary supporting documents pertaining to their educational qualifications.

5.7 No correspondence will be entertained from any candidate on their non-selection/ rejection of application, during any stage of engagement process.

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6.0 TERMS & CONDITIONS:-

6.1 Only Indian Nationals may apply.

6.2 Age, Qualification & Experience etc. stipulated above should be as on closing date of advertisement.

6.3 The self-attested copies of Educational Qualifications, Technical Qualification, Certificate for Age Proof, Experience Certificate (as applicable) from Institutions, should be enclosed mandatorily, along with the application form.

6.4 Canvassing in any form to secure employment will lead to disqualification. Such candidates may be debarred from future engagement cycles also.

6.5 Mere submission of application form does not guarantee issue of "Call Letter" for interview or Selection.

6.6 Provisionally short listed candidates will be informed for interview through E-mail only. Therefore, candidates are required to fill their e-mail and phone number mandatorily in the application form.

6.7 India Optel Limited (IOL) will not be responsible for late/ non-receipt of filled-in applications due to postal delay or any other reasons.

6.8 E-mail ID & Mobile Number should be kept active till the completion of the whole engagement process.

6.9 IOL reserves the right to cancel/amend the advertisement. Also reserves the right increase/decrease the number of posts. IOL also reserves the right to alter the eligibility criteria etc., in the interest of the Organization.

6.10 Candidates are required to possess a valid e-mail ID and Mobile number for communication. IOL will not be responsible for bouncing of E-mail sent to the candidates.

6.11 Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/or an application in response thereto can be instituted in appropriate Courts/ Tribunals / Forums in Dehradun (Uttarakhand State) only, which shall have sole and exclusive jurisdiction to try any cause/ dispute.

6.12 Management reserves the right to call for any additional documentary evidence in support of Qualification, etc. from the applicants.

6.13 The candidates are required to apply in the **PRESCRIBED FORMAT ONLY [at Annexure-A]**.

6.14 All details given in the Application Form will be treated as final and no changes will be allowed. Therefore, the candidates are advised to fill all details in the Application Form carefully.

6.15 Any further information/ Update/ Corrigendum/ Addendum if any, with regard to this advertisement and Selection Process will be uploaded only on DOO (C&S) website https://ddpdoo.gov.in at '**Join Us'** Tab**".** Please check the website for regular updates.

6.16 The decision of IOL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, and posting of selected candidate, will be final and binding on the candidate and no enquiry/correspondence will be entertained in this regard.

6.17 IOL will not be responsible for bouncing or loss of any E-Mail sent to the candidate due to invalid/ wrong E-Mail ID provided by the candidate or delivery of E-Mail to spam/ bulk mail folder/ or for delay / not receipt of information, if the candidate fails to access his/ her E-mail/ Website in time.

6.18 Candidates will have to bring all the requisite relevant documents along with originals for document verification at the time of the interview.

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6.19 It is the responsibility of the candidate to satisfy that he/she meets the eligibility criteria (as mention in this advertisement) fully before applying.

6.20 The finally selected candidate will have to sign a contractual agreement with IOL.

6.21 The Contract shall not confer any rights or claim of extension/absorption in the Company.

*6.22 Admit Card/ Call letters for Interview will be forwarded to the candidates by **E-mail only**. The candidate will be required to paste similar photograph that he/she had pasted on the application form, while reporting for interview for identification.*

6.23 Candidates currently serving in Government/Quasi. Government/PSU/Autonomous Body are advised to seek prior permission from their employers to apply for the notified posts. Such applicants shall have to submit **'No Objection Certificate (NOC)'** from their present employer at the time of Interview, without which they may not be allowed to appear in the interview.

6.24 On final selection, such candidates who have been working in Govt./Quasi Govt./PSU/Autonomous Body/ Private Entity, should produce the relieving letter from their previous employer. In the absence of such document, he/she shall not be allowed to join IOL.

6.25 At any stage of engagement or later, if a candidate is found guilty of any misconduct such as:

a) Impersonating or procuring impersonation by any person; or
b) Resorting to any irregular means in connection with his/her candidature during selection process; or
c) Using undue influence of his/her candidature by any means; or
d) Submitting false certificates/documents/information or suppressing any information at any stage;

Then, in addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:

a) Debarred with engagement permanently or for a specified period from any examination/engagement and/or;
b) Terminated from service, if the act of misconduct comes to notice after his/her engagement for services to IOL.

6.26 DEDUCTION OR RECOVERY FROM REMUNERATION :-

(i) For amenities and services supplied by the Company;
(ii) For recovery of advances or for adjustment of over-payments;
(iii) Income Tax or any other tax levied by the Government or any other statutory dues;
(iv) Deduction required to be made by orders of a Court or other authority competent to make such order;
(v) Deduction of amounts due to the Company from the employee on account;
(vi) Any other deduction made with the written authorization of the employee concerned;
(vii) Fines.
(viii) For unauthorized absence from duty;
(ix) For damage to or loss of goods expressly entrusted to the employee for custody or for loss of money for which he/ she is required to account.

6.27 LEAVE - Paid leave of absence may be allowed @ 1.5 days of each completed month of service (18 days in a calendar year). No remuneration for the period of absence in excess of the admissible leave will be paid to the engaged individual. Also, un-availed leave will not be en-cashed. The engaged person shall not avail any leave or remain absent without prior approval/ sanction by the Competent Authority. In case of default and absence of Engaged Personnel for a continuous period of 03 working days without prior approval/ sanction (including overstay on approved leave), stringent action may be taken.

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6.28 Tenure based personnel shall be entitled to paid holidays of the Company/Unit/Place of posting (in units under IOL) as per Company rules.

6.29 Tenure based personnel will be entitled for payment of Gratuity as per Govt. of India extant rules and orders.

6.30 Tenure based personnel may be entitled for safety and protective gears, equipment, kits etc., as per the Company norms.

6.31 Female personnel will be entitled to Maternity Benefits as per the provisions under the Maternity Benefit Act, 1961.

6.32 The Tenure based engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.

6.33 The Tenure Based personnel will abide by Company/ Factory Rules & Regulations.

6.34 Tenure based personnel will be covered under the Income Tax, Service Tax, Professional Tax etc., as per the applicable Rules and all such taxes would be payable by them.

6.35 Tenure based personnel will not be entitled for the followings :-

a) Promotions
b) OT Allowance
c) Loans, advances & Interests subsidies
d) Medical Facilities
e) Contingency Advance
f) School fee Reimbursement
g) LTC/ LTA
h) Grant of Study leave
i) Sponsorship for higher studies
j) Any other benefits admissible to regular workmen not mentioned specifically in the advertisement.

6.36 The Tenure based personnel will not be entitled for any Allowances or Benefits other than those indicated in this advertisement.

6.37 Performance of the personnel would be assessed on regular basis, as decided by IOL.

6.38 TERMINATION OF ENGAGEMENT : The tenure will come to an end automatically at the completion of the fixed tenure unless extended. The engagement can also be terminated at any time, by giving one month's notice by either party or payment of the monthly 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.

6.39 MEDICAL FITNESS: Engagement of the selected candidate will be subject to submission of Medical Fitness Certificate issued by Competent Civil Medical Authority. The person engaged shall be liable to be medically examined at any time during the period of his/her engagement with the company. An employee is liable to be discharged at any time from engagement on being found medically unfit & also due to poor performance.

6.40 DISQUALIFICATION:

a) Insolvency, Moral turpitude etc.
b) Pendency of investigation trail in relation to a criminal offence.
c) Conviction by Court of Law for criminal offence.
d) Dismissal/ termination from the services in your previous employment(s) pursuant to disciplinary action.

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6.41 The engagement will be on full time contract basis. Absence from duty other than on authorized leave/ Company Holidays, will result in proportionate reduction in the Consolidated Remuneration. If an employee who remains absent from duty for any reason whatsoever up to 15 consecutive days, he shall be deemed to have voluntarily abandoned the engagement with the company without notice and will be treated as automatic termination. However, if subsequently his/ her unauthorized absence is satisfactorily substantiated/ accounted for, the management may regularize his/ her period of unauthorized absence on such terms and conditions as it may deem fit and proper.

6.42 The engaged personnel will be eligible for Company Holidays as applicable to a regular employee. However, the engaged individual may be required to work on holidays in case of functional requirement without any additional compensation.

6.43 Travelling Allowance/ Daily Allowance (TA/DA): No Travelling Allowance/Daily Allowance is admissible for joining the assignment or on its completion. However, the individual will be allowed TA/DA, including advance on official tour, if any, as per the entitlement and paid on case to case basis with the approval of Competent Authority. Company units may provide transit accommodation in their guest houses subject to availability.

6.44 The Tenure based personnel may be eligible for Unit Industrial Meal Canteen Facility on payment basis.

6.45 CAUTION TO ALL CANDIDATES : Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the factory through illegal gratification. You must not fell prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and re-assured that the entire selection exercise will be done on merit in a transparent manner.

6.46 VERIFICATION OF CHARACTER & ANTECEDENTS: The engagement shall be on the basis of satisfactory verification of character & antecedents in the prescribed form by the prescribed authority(s) in accordance with the directives issued by the Government from time to time. Such verification, if considered necessary may be obtained subsequently at any time during the course of engagement.

6.47 LIABILITY OF SERVICE :

(i) The engaged individual shall be liable to be transferred to any of the unit, Project Establishment, Office or any other place or location or job where he/ she may be posted for Company's work in any part of the country as may be required by the Competent Authority.

(ii) The employee shall be liable to be called upon by the Management at any point of time based on exigencies of work for which no overtime or extra payment shall be paid.

6.48. HOURS OF WORK :

(i) The engaged individual shall comply with such instructions as issued from time to time relating to attendance, arrival and departure, period and hours of work and shall be at work at the time fixed and as notified by the competent authority for time to time.

(ii) The engaged individual may also be required to work beyond the normal working hours and on holidays too, in case of functional requirement.

(iii) Attendance shall be marked daily according to the method prescribed by the management from time to time.

(iv) Absence from duty including absence due to late coming, shall be reckoned as follows:

(a) Who does not report for duty on time may not be taken on work, and his absence for the day will be treated, at the discretion of the competent authority, as leave with or without pay or as absence from duty.

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(iv) Nothing in this provision shall prejudice the right of the management for deduction of wages for the period of absence and/or for taking disciplinary action against the delinquent employee as decided by the Competent Authority.

(v) Absence during the month, other than the authorized leave, will not be reckoned for the purpose of payment. Deduction will be made on pro-rata basis for the number of days of absence in that month.

6.49 SECRECY:

(i) The incumbent will maintain all information/ documents/ materials gathered during the course of Engagement in strict confidence. He/ she will not copy or make notes of such information/ documents except in connection with the work for the company. He/ She will not divulge to anyone outside the company or use any of the information/ documents/ materials gathered during the course of engagement for his/ her own or anyone else's benefit, either during or after the term of engagement with the company. The aforesaid obligation shall also apply to proprietary/ confidential information/ document of third parties received by him/ her or the company in the normal course of the engagement with the company.

(ii) The incumbent shall while demitting the office, handover all information/ documents/ materials under his/ her possession, during the engagement period to the immediate Reporting Authority.

6.50 The above Terms & Conditions of engagement are subject to amendment on issuance and in accordance with any new rules, regulations and guidelines ordered by Govt. of India.

6.51 IOL's DECISION FINAL : Decision of the IOL in all matters regarding eligibility of the applicant, the stages at which such scrutiny of eligibility is to be undertaken, documents to be produced, Trade Test, selection of any other matter relating to engagement will be final and binding on the applicant. While applying for the position, the applicant should ensure that he/she fulfills the eligibility and other criteria mentioned and that the particulars furnished are correct in all respect. In case it is detected at any stage of engagement process that applicant does not fulfil the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact (s), his/her candidature will automatically stand cancelled. If any of the said shortcoming(s) is/are detected even after engagement, he/she is liable to be terminated without any notice.

6.52 **CONTACT US :-** In case of any problem faced by the candidates in filling up the application, they may contact to HR (Recruitment) Department of IOL over phone number: **0135 -2787101 - 03 (Extn. 4031)** or +91-7579044634 between 10 **AM to 4 PM on any working day, i.e. Monday to Friday.**

……

उप-महाप्रबंधक (एच.आर)/ Deputy General Manager (HR)
इंडिया ऑप्टेल लिमिटेड/ India Optel Limited,
कृते अध्यक्ष एवं प्रबंध निदेशक /For Chairman & Managing Director

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(To be Forwarded by Post only)

[REF ; **ADVERTISEMENT NO. IOLHqrs/100(6)/2025-Rectt]**

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The Chairman & Managing Director
India Optel Limited, OFILDD Campus
Raipur, Dehradun (Uttarakhand)
Pin - 248008

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21	MOBILE NO. (MANDATORY)	
22	E-MAIL ID (MANDATORY)	
23	AADHAAR NUMBER	
24	PAN NUMBER	
25	TWO PROMINENT & VISIBLE IDENTIFICATION MARKS	1. 2.

26. EDUCATIONAL QUALIFICATIONS:

Qualification from 10th Class onwards	Year of Passing	Name of the School/ Institution	Name of Board/ University	% of Marks obtained

(May attach a separate sheet if space becomes constraint)

27. DETAILS OF PRESENT EMPLOYMENT/ PREVIOUS EXPERIENCE (IF ANY):

SL. No.	Name of the Company/ Organization	Central Govt./ State Govt./ PSU/Autonomous/Private etc.	Post held	Period of Employment		Nature of Duties Performed
				From	To	

(May attach a separate sheet if space becomes constraint)

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28. Any additional information (if any) which you would like to mention in support of your suitability for the post or in relation to the post.

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29. Documents to be attached (whichever is applicable):-

Sl. No.	Enclosures
1	Valid document evidencing date of Birth of the candidate (Secondary/ Matriculation School certificate/ Birth Certificate
2	Educational Certificates – Mark Sheets, Degree, Diploma, Graduation, Post-Graduation Certificate(s)
4	Work Experience – (i) Joining-Relieving letter from Company / Organization (ii) Experience/ Service Certificate/ Salary statement/ Bank Statement issued by Company/ Organization (it should indicate date of joining or date of relieving from each organization where worked) (iii) Salary Certificate issued by present/ past employer.
5	Two copies of Photographs- one pasted on application form and one to be retained by the applicant for Admit Card when appearing for Trade Test.

DECLARATION

I, Shri/ Smt./ Km _____ have read the Terms and Condition and the instructions given in the detailed advertisement carefully before sending this application. I declare that the Terms and Conditions and instructions as given in the detailed advertisement are acceptable to me. I also hereby declare that all the statements made in my application are correct to the best of my knowledge and belief. I understand that any discrepancy found in the information furnished by me in my application form will lead to cancellation of my candidature/ debarment at any time.

Further, I also understand that the engagement is purely temporary and contractual and on Full Time Fixed Term Contract Basis and is not against any Permanent vacancy & this engagement will not give me any right to claim for regular/permanent employment in the company.

Date: Signature of candidate

Place: