



एचपीसीएल बायोफ्यूल्स लिमिटेड
(हिन्दुस्तान पेट्रोलियम कॉर्पोरेशन लिमिटेड के पूर्ण स्वामित्व वाली सहायक कम्पनी)
HPCL BIOFUELS LIMITED
(A wholly owned subsidiary company of Hindustan Petroleum Corporation Ltd)

HPCL Biofuels Limited (A wholly owned subsidiary company of Hindustan Petroleum Corporation Limited) has two Integrated Sugar Units located at Sugauli Village, East Champaran District and at Lauriya Village, West Champaran District in the State of Bihar. Both the plants are in commercial operations and producing Sugar, Ethanol and Co-gen since December 2011.

In order to meet operational requirements, HPCL Biofuels Limited (hereafter will be called as HBL) has planned to hire suitable manpower on Fixed Term Contract basis for the period as mentioned below:

Management/Non-Mgmt. : 2 years and extendible to another 1 year depend on operational requirement of HBL & performance of incumbent.

Seasonal: 2 Crushing Season and extendible to another 1 Crushing Season depend on operational requirement of HBL & performance of incumbent.

MANAGEMENT

Sr No.	Name of the positions	Department	Vacancy	Minimum Qualification	Minimum Experience	CTC	Date & Time of Interview
1	General Manager	Gen & Admn	1	BE in either Mech/Elec/Chem Engg. With NSI/VSI	The candidate should have worked minimum 20 yrs. in Sugar and Cogen. Additional Exp. In Ethanol will be preferred and should have worked as GM/Location Head for minimum 2 yrs. in Sugar Industry.	Negotiable	8th August 2016 8:00 am to 2:00 pm
2	DGM - Ethanol	Ethanol	1	Degree in Chem. Engg./B.Sc (Chem) with NSI/VSI certification in Industrial Fermentation/Alcohol Technology	15 yrs. in Distillery out of which 5 years as Plant Manager-Ethanol/Distillery Plant	8.00-10.00	
3	Mgr./ Dy. Manager Quality Control	Sugar Prod.	1	B.Sc (Chemistry) With NSI/VSI	8 Yrs. in relevant field out of which 4 yrs. as QC Incharge in Sugar Industry	4.50-6.50	
4	Mgr./ Dy. Manger Engineering- Sugar	Sugar Engg.	1	Degree/Diploma in Mech. Engg. / Pref. to Sugar Engg. And ANSI	Exp. 8 Years for Degree & Exp. 10 Years for Diploma in Sugar Industry	4.50-6.50	
5	Mgr./ Dy. Manager- Instrumentation (COMMON/CENTRAL FOR ALL)	Sugar Engg.	2	Degree in Instrumentation Preference to Certification in Sugar Engg.	Exp. 8 Years for Degree & Exp. 10 Years for Diploma out of which 4 years as Instrumentation Manager Preferably in Sugar Industry	4.50-6.50	
6	Mgr./ Dy. Manager - EDP	EDP	1	MCA	8 yrs. relevant experience in relevant field	4.00-6.00	
7	Mechanical Engineer - Cogen	Co-gen	2	BE-Mechanical/Diploma - Mechanical	Exp. 4 years for Degree in Mechanical & Exp. 7 Years for Diploma in Mechanical in Cogen Plant	3.00-4.00	9th August 2016 8:00 am to 2:00 pm
8	Accounts Officer	Gen & Admn	2	B.Com+ CA Inter/CWAI Inter	3 yrs. in relevant field	2.00-3.00	
9	HR/Welfare Officer	Gen & Admn	1	MBA/PG in HR/Welfare	4 yrs. in relevant experience	2.00-3.00	
10	Safety Officer	Gen & Admn	2	Engineering Degree/Diploma in safety engineering or Degree/Diploma in Engineering with PG Diploma/ Certification in Industrial Safety Management or Equivalent	4 yrs. relevant experience	2.00-3.00	
11	Marketing/Sales Officer	Gen & Admn	1	MBA/PG in Marketing/Sales	4 yrs. in relevant experience	2.00-3.00	
12	EDP Officer	EDP	3	Graduate with diploma (1 yr) in Computer	3 yrs. in relevant field	2.00-3.00	



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13	Cane Officer	Cane	2	B.Sc in Agriculture	4 yrs. min. in relevant fields in Sugar Industry	2.00-3.00	10th August 2016 8:00 am to 2:00 pm
14	Asstt.Cane Officer	Cane	4	B.Sc in Agriculture	2 yrs. min. in Sugar Industry	1.44-1.80	
15	Shift Incharge	Ethanol	2	M.Sc/B.Sc with DIFAT, B.Tech (Biotech), B.sc (Biotech), B.Tech (Chemical Engg.). M.Sc-Environment	4 yrs. out of which 2 yrs. as Shift I/c in Ethanol Department	2.00-3.50	
16	Lab/Shift Chemist	Ethanol	1	M.Sc. /B.Sc. with DIFAT, B.Tech (Biotech), B.Sc. (Biotech.), B.Tech (Chemical Engg)	Minimum 4 yrs. experience in relevant field	1.96-3.24	
17	Soil Analyst	Cane	2	M.Sc in Agriculture	5 yrs. experience in relevant field.	1.80-2.50	
Total Management Vacancies			29				

NON - MANAGEMENT

Sr No.	Name of the positions	Department	Vacancy	Minimum Qualification	Minimum Experience	CTC	Date & Time of Interview
1	Godown Incharge	Sugar Prod.	1	Graduate with Knowledge of Excise Laws, Regulations and its Implementation	Min. 8 yrs. relevant experience in Sugar Industry	1.80-2.40	22nd August 2016 8:00 am to 2:00 pm
2	Pan Incharge	Sugar Prod.	4	Matric + SBCC Mandatory	Min. 10 yrs. experience. In relevant field	2.00-4.00	
3	Mill House Fitter A	Sugar Engg.	2	ITI - Fitter	Min. 8 yrs. Relevant experience in Mill House in Sugar Industry	2.00-3.00	
4	Boiling House Fitter A	Sugar Engg.	2	ITI - Fitter	Min. 8 yrs. Relevant experience in Boiling House in Sugar Industry	2.00-3.00	
5	Electrician A (COMMON/CENTRAL For ALL)	Sugar Engg.	3	ITI - Electrician	Min. 8 yrs. Relevant experience in Sugar Industry	1.44-1.80	
6	Instrument Mechanic (COMMON/CENTRAL For ALL)	Sugar Engg.	3	ITI - Instrumentation or Electronic & Communication	Min. 5 yrs. in Sugar Industry	1.44-1.80	
7	Welder	Sugar Engg.	1	Matric, ITI-Welder	Min. 8 yrs. relevant experience in Industry	1.44-1.80	
8	HT Line Man	Sugar Engg.	2	ITI-Electrical with valid HT license holder	Min. 7 yrs. relevant experience in Co-gen Plant	2.00-3.00	
9	Pharmacist	Gen & Admn	1	Dip./Dig. Pharmacy	5 years. Preference to relevant experience in Sugar Industry	1.44-1.80	
10	W/B Fitter	Cane	1	Matric with ITI (Fitter)	4 years weigh bridge Operator/helper/fitter. Added advantage for experience in Sugar Industry	1.20-1.80	23rd August 2016 8:00 am to 2:00 pm
11	Data Processor	EDP	2	Graduate with diploma in Computer Application	4 yrs. relevant exp. In relevant field	1.20-1.80	
12	Operator - Fermentation	Ethanol	6	Matric or equivalent	Min. 2 yrs. in relevant experience	1.20-1.80	
13	Operator- Distillation	Ethanol	5	Matric	Min. 4 yrs. in relevant experience in Distillery	1.20-1.80	
14	WTP Operator	Ethanol	2	Matric	Min. 4 yrs. in relevant experience	1.20-1.80	
15	Biogas Plant Operator	Ethanol	1	Matric	Min. 2 yrs. in relevant experience	1.20-1.80	
16	Fitter	Ethanol	1	Matric + ITI-Fitter	Min. 6 yrs. in relevant Field	1.44-1.80	



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17	DCS Operator - Turbine	Co-gen	1	H.Sc (10+2), Preference to Computer Diploma/Engg. Degree/Diploma	Min. 5 yrs. In DCS Boiler of 10 MW capacity for Engineering (Degree/Diploma) candidates experience can be relaxed suitably	2.00-3.00	23rd August 2016 8:00 am to 2:00 pm
18	DCS Operator - Boiler	Co-gen	1	H.Sc (10+2), Preference to Computer Diploma/Engg. Degree/Diploma	Min. 5 yrs. In DCS Boiler of 10 MW capacity for Engineering (Degree/Diploma) candidates experience can be relaxed suitably	2.00-3.00	
19	Turbine Operator-Field	Co-gen	2	SSC or equiv. with ITI(Fitter/Electrician)	Min 7 yrs in Sugar Industry out of which 5 yrs as Turbine Operator on condensing turbine (min 10 MW capacity).	2.00-3.00	
20	Fitter	Co-gen	1	ITI - Fitter	Min. 5 yrs. relevant experience in Co-gen Plant	1.44-1.80	
21	IBR Welder	Co-gen	1	ITI - Welder	10 yrs. relevant exp. In high pressure Co-gen Plant	1.44-1.80	
Total Non-Management Vacancies			43				

SEASONAL

Sr No.	Name of the positions	Department	Vacancy	Minimum Qualification	Minimum Experience	CTC	Date & Time of Interview
1	Pan Man	Sugar Prod.	6	Matric + SBCC Mandatory	7 yrs. in relevant field	1.80-2.40	25th August 2016 8:00 am to 2:00 pm
2	Assistant Pan Man	Sugar Prod.	9	Matric + SBCC Mandatory	4 Yrs. in relevant field	1.20-1.80	
3	Lab Chemist	Sugar Prod.	3	B.Sc.(Chemistry)	4 Yrs. in relevant field	1.44-1.80	
4	Centrifugal Machine Operator	Sugar Prod.	5	Matric	5 Yrs. in relevant field	1.44-1.80	
5	Evaporator Operator - A	Sugar Prod.	3	Matric	5 yrs. in relevant field	1.80-3.00	
6	Sulphur Burner Attendant	Sugar Prod.	4	Matric	4 yrs. relevant experience in Sugar Industry	1.20-1.80	
7	Juice / Syrup Sulphiter Attendant	Sugar Prod.	3	Matric	4 yrs. relevant experience in Sugar Industry	1.20-1.80	
8	Clarifier Attendant	Sugar Prod.	2	Matric	4 yrs. relevant experience in Sugar Industry	1.20-1.80	26th August 2016 8:00 am to 2:00 pm
9	Vaccum Filter Attendant	Sugar Prod.	2	Matric	4 yrs. relevant experience in Sugar Industry	1.20-1.80	
10	Crystalizer Attendant	Sugar Prod.	1	Matric	Min. 2 yrs. experience in relevant field	1.20-1.80	
11	Welder	Sugar Engg.	3	Matric, ITI-Welder	Min. 6 yrs. in sugar industry	1.44-1.80	
12	Mill House Fitter B	Sugar Engg.	2	SSC or Equivalent with ITI Fitter	Min. 5 yrs. in Sugar Industry, out of which 3 years as Mill fitter	1.44-1.80	
13	Cane Unloader Operator	Sugar Engg.	2	Matric	5 yrs. Exp. as Cane Unloader Operator-Hydraulic type	1.44-1.80	
14	Turner/Machinist	Sugar Engg.	2	Matric with ITI (Turner/Machinist)	Minimum 5 yrs experience in respective field	1.44-1.80	
15	Medical Attendant	Gen & Admn	4	Matric and Diploma in nursing	4 yrs. relevant experience in medical field	1.20-1.80	
16	Safety Supervisor	Gen & Admn	1	Engineering Degree/Diploma in safety engineering or Degree/Diploma in Engineering with PG Diploma/ Certification in Industrial Safety Management or Equivalent	2 yrs. relevant experience	1.44-1.80	
17	Biogas Plant attendant/helper	Ethanol	3	Matric	Min. 2 yrs. in relevant experience	1.20-1.80	



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18	Spent Wash Evaporator Operator	Ethanol	6	Matric	Min. 4 yrs. in Distillery	1.20-1.80	26th August 2016 8:00 am to 2:00 pm
19	Fitter	Ethanol	1	ITI (Fitter)	5 yrs in relevant field	1.44-1.80	
20	Driver for JCB/Aero triller/Tractor /Ambulance	Ethanol	2	Matric with Valid HMV licence	2 yrs. in driving JCB/Aero Triller	1.20-1.80	
21	Cooling Tower operator	Co-gen	1	Matric + ITI Fitter	Min. 2 yrs. in relevant experience in Co-gen Plant	1.20-1.80	
22	W/B Fitter	Cane	1	Matric	2 years weigh bridge Operator/helper/fitter. Added advantage for experience in Sugar Industry	1.20-1.80	
Total Seasonal Vacancies			66				
Total Vacancies (Mgmt + Non-Mgmt + Seasonal)			138				

Eligibility Criterion, General Information and Instructions:

1. Only Indian Nationals are eligible to apply.
2. All qualifications must be from UGC recognized University / Deemed University or Approved Autonomous Institution (wherever applicable). The courses offered by Autonomous Institution should be equivalent to the relevant course approved / recognized by Association of Indian Universities (AIU).
3. The cut-off date for determining age limit and post qualification experience will be August 1st, 2016.
4. Minimum Age - 18 years on August 1st, 2016. Maximum Age - For Management - 57 Years, Non-Management - 55 Years, Seasonal - 55 Years.
5. All experience should be in relevant field.
6. For all the above vacancies, CTC will be negotiable. CTC includes Leave entitlement monetary value and other perquisites and statutory contribution/payments, if any. Once CTC is negotiated, all perquisites, direct and indirect benefits, proportionate value of all facilities, welfare item, notional rent of housing accommodation, statutory payment etc. will all be included within CTC.
7. No formal accommodation is available with HBL. However, some temporary stay arrangement may be provided for single occupancy on chargeable basis depending on the criticality of the positions and at the sole discretion of HBL.
8. The terms of engagement for all fixed term appointees will be different from regular employees of HPCL Biofuels Limited.
9. **HOW TO APPLY**
 - (i) CANDIDATES WILL BE REQUIRED TO HAND CARRY THEIR APPLICATION IN THE PRESCRIBED FORMAT AS PER ANNEXURE I ALONG WITH COPY AND ORIGINAL OF ALL RELEVANT DOCUMENTS / CERTIFICATES/TESTIMONIALS TO THE RESPECTIVE PLACE SCHEDULED FOR WALK IN INTERVIEW. THE DETAILED SCHEDULE OF WALK IN INTERVIEW IS GIVEN BELOW:



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Sr. No	Category	Advertisement Sr. No	Date	Time	Address
1	Management	1 to 6	08.08.2016 (Monday)	8:00 Am to 2:00 PM	HPCL Biofuels Limited House. No.271, Road 3E, New Patliputra Colony Patna 800013
2	Management	7 to 12	09.08.2016 (Tuesday)	8:00 Am to 2:00 PM	
3	Management	13 to 17	10.08.2016 (Wednesday)	8:00 Am to 2:00 PM	
4	Non-Management	1 to 11	22.08.2016 (Monday)	8:00 Am to 2:00 PM	
5	Non-Management	12 to 21	23.08.2016 (Tuesday)	8:00 Am to 2:00 PM	
6	Seasonal	1 to 7	25.08.2016 (Thursday)	8:00 Am to 2:00 PM	
7	Seasonal	8 to 22	26.08.2016 (Friday)	8:00 Am to 2:00 PM	

(ii) A candidate can appear for one post only. Candidates appearing for more than one i.e. same or different post will not be considered.

(iii) A recent passport size photograph should be firmly pasted on the application and should be signed across by the candidate. Without photograph and signature across it, the application will be rejected. Three copies of the same photo should be retained for use at the time of interview. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of interview, will lead to disqualification.

(iv) Before applying for the post, candidates should ensure that he/she fulfils the eligibility and other criteria mentioned in this advertisement. HPCL BIOFUELS LIMITED being the Appointing Authority would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied.

(v) Candidates will be required to enclose copies of the following testimonials / documents along with their application:

- All Certificates / Testimonials in respect of qualifications (all semester/ year wise Mark sheet & Degree certificate starting from matriculation onwards).
- Document in support of Date of Birth proof.
- Experience certificates / Documents issued by the Employer in support of experience details mentioned by you in the Application Form.
- NOC / Forwarding Letter from the employer in case you are employed in a Central/State Government / PSU / Semi Government organization.

10. SELECTION:

The eligible candidates fulfilling all the required criteria will be interviewed. Candidate shortlisted in personal interview will be required to attend for Negotiation on the same day. Final Shortlisting of candidates for appointment is subject to Medical Fitness. Reference for medical examination in NO WAY constitutes an offer of employment. It may also be noted that the Final selection/offer of employment will be based on the candidates score in personal interview and Negotiation of CTC subject to Medical Fitness and also fulfilment of other eligibility criteria with respect to Academic Qualification, Age, Caste, NOC, Relieving Letter etc. as may be applicable.

11. The prescribed qualification / experience are the minimum and mere possession of the same does not entitle a candidate for final selection. HPCL BIOFUELS LIMITED's decision shall be final in this regard.

12. Only those candidates who are found apparently eligible based on the details given in the application form will be allowed for the personal interview.



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13. Category (SC/ST/OBC-NC) once mentioned in the application form will not be changed and no benefit of other category will be admissible later on.
14. The OBC-NC candidates who belong to "CREAMY LAYER" are not entitled for OBC concession.
15. Candidates from SC/ST/OBC-NC category should produce their caste certificate issued by Competent Authority in the prescribed format as per the guidelines of Government of India in support of their claim. In case, the candidate fails to produce the certificate issued by Competent Authority, his / her candidature will not be considered.
16. Candidates employed in Govt. Department / PSU / Autonomous bodies shall produce NOC from their present employer at the time of Interview. In case, the application of the candidate is not forwarded through proper channel or the candidate fails to produce NOC from his present employer at the time of interview, his / her candidature will not be considered.
17. Candidature of the candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
18. HPCL BIOFUELS LIMITED reserves the right to raise/relax the minimum eligibility standards and / or relax age, experience criteria in otherwise suitable cases. The Management reserves the right to fill or not to fill all or any of the above positions or without assigning any reason whatsoever.
19. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Patna Court only.
20. In case any dispute arises on account of interpretation in versions other than English, English version will prevail.
21. To and Fro conveyance expenses will **NOT BE REIMBURSED**.
22. The candidates should write their correct mobile number and correct email address neatly. Please note that all communication will be given through email addresses/cell phone/landline only.
23. All the positions/postings for the selected candidates will be either at Lauriya or Sugauli only and the same will be at the discretion of the HPCL BIOFUELS LIMITED.
24. The above vacancies are indicative. HPCL Biofuels Limited reserves the right for addition / deletion / increasing or decreasing of vacancies purely on need basis at any point of time during recruitment process.
25. Engagement will liable to be terminated at any point of time if in the opinion of HBL performance of incumbent is not satisfactory.
26. Engagement is also liable to be terminated by one month written notice on either side or one month's CTC in lieu of notice period.
27. Detailed terms and conditions will be as per letter of Contract.
28. It shall be clearly noted this advertisement is for hiring manpower on temporary and purely on fixed terms Contract basis. This advertisement is not for employment on permanent/regular basis.



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Paste your dully self-attested / recent passport size photograph

Post applied for Fixed Term employment - _____

Name in full (As per Matriculation certificate)	In English	First Name	Middle Name	Surname
	In Hindi	First Name	Middle Name	Surname
Mailing Address	Address			
	City, District			
	Pin Code			
	State			
Father's Name				
Email ID		(1)	(2)	
Contact No.		Mobile	Landline	
Nationality			Religion	
Category (Please Tick)		General (GEN)	Yes/No	Whether PWD - Yes/No
		Scheduled Caste (SC)	Yes/No	Whether PWD - Yes/No
		Scheduled Tribe (ST)	Yes/No	Whether PWD - Yes/No
		Other Backward Class (Non-creamy Layer)	Yes/No	Whether PWD - Yes/No
Date of Birth (DD/MM/YYYY)			Gender	Male / Female (Please Tick)

Educational Qualification

Course	Duration	% of marks	Month & year of passing	Full Name of the University / Institute

Experience

Name of the Employer	Department	Position held	Duration of work	Brief details of jobs

*Please enclose a separate sheet if required for providing details of jobs handled

I hereby declare that the particulars furnished above are complete and correct to the best of my knowledge and belief. I understand that if any stage, it is found that the information given in the application is false or incorrect or I do not satisfy the eligibility criteria, my candidature / appointment is liable to be cancelled.

Date :

Place :

Signature of the Applicant