



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 set up two Sugar Units located at Sugauli Village, East Champaran District and at Lauriya Village, West Champaran District in the State of Bihar and both the Plants have been commissioned in December 2011 and the production of Sugar, Ethanol and Co-gen was in full swing during 2012-13 sugar cane crushing season.

In order to meet Business requirement, following experienced personnel having relevant experience are required. The vacancies are for Fixed Term Employment Category wherein the incumbents will be initially hired for a Fixed period of 4 years. However, the fixed term tenure may be extended for further period subject to certain performance and conduct parameters.

WALK IN INTERVIEW

AT LUCKNOW (19-20 AUG., 2013), MEERUT (23-24 AUG., 2013), GORAKHPUR (27-28 AUG., 2013) AND PATNA (30-31 AUG., 2013)

Sr. No.	Name of the Positions	Mgt./Nmgt.	Department	Qualification	Required Experience	CTC in Lakhs	Indicative Vacancies
MANAGEMENT (FIXED TERM)							
1	DGM-Cane	MGT	CANE	M.Sc(Agrl).	15 yrs out of which 5 yrs as Cane head in sugar industry	6.00-8.00	1
2	DGM-Cogen	MGT	CO-GEN	B.Tech(Mech/Elec)	20 yrs exp. Out of which 5 yrs as Cogen head	10.00-14.00	1
3	Manager /DyMngr Electrical	MGT	CO-GEN	BE-Electrical /Diploma -Electrical	Min.7 yrs exp. / 12 yrs exp.in Cogen Plant	6.00-8.00	1
4	Manager/ Dy Manager Mechanical	MGT	CO-GEN	BE-Mechanical/Diploma -Mechanical	Min.7 yrs exp. / 12 yrs exp.in Cogen Plant	6.00-8.00	2
5	Mechanical Engineer - Cogen	MGT	CO-GEN	BE-Mechanical/Diploma -Mechanical	Min.4 yrs exp. / 7 yrs exp.in Cogen Plant	3.00-5.00	4
6	Electrical Engineer	MGT	CO-GEN	BE-Electrical/Diploma -electrical	Min.4 yrs exp. / 7 yrs exp.in Cogen Plant	3.00-5.00	6
7	Shift Chemist	MGT	ETHANOL	M.Sc. /B.Sc. with DIFAT, B.Tech (Biotech), B.Sc. (Biotech.), B.Tech (Chemical Engg)	Min. 4 Yrs	1.96-3.24	3
8	Shift Incharge	MGT	ETHANOL	M.Sc. /B.Sc. with DIFAT, B.Tech (Biotech), B.Sc. (Biotech.), B.Tech (Chemical Engg)	Min. 4 Yrs	2.00-3.50	1
9	ETP Incharge	MGT	ETHANOL	M.Sc. /B.Sc. with DIFAT, B.Tech (Biotech), B.Sc. (Biotech.), B.Tech (Chemical Engg), M.Sc-Enviroment	Min. 4 Years	2.00-3.50	2
10	Manager / Dy Manger Engineering	MGT	SUGAR - Engineering	Degree/ Diploma in Mech. Engg., Prof. to Sugar Engg. And ANSI	10 yrs. Out of which 5 yrs in Sugar industry	6.00-8.00	2
11	Electrical Engineer	MGT	SUGAR - Engineering	BE-Electrical /Diploma -Electrical	Min.4 yrs exp. / 7 yrs exp.in sugar industry	3.00-5.00	6
12	Mechanical Engineer	MGT	SUGAR - Engineering	BE-Mechanical /Diploma - Mechanical. Additional qualification from NSI/VSI will be preferred	Min.4 yrs exp. / 7 yrs exp.in sugar industry	3.00-5.00	6
13	Instrument Engineer	MGT	SUGAR - Engineering	BE-Instrumentation or electronics & communication /Diploma - Instrumentation or electronics & communication	Min.4 yrs exp. / 7 yrs exp.in sugar industry	3.00-5.00	4
14	DGM-Production	MGT	SUGAR - Production	B.Sc with ANSI/ AVSI	15 yrs. In relevant field (2 yrs as HOD)	10.00-12.00	1
15	Mgr/ Dy.Mgr Quality Control	MGT	SUGAR - Production	B.Sc.	8 yrs in relevant field	6.00-8.00	2
16	Sr./Mfg. Chemist	MGT	SUGAR - Production	B.Sc with NSI/VSI	Min.5 yrs in Sugar Production	3.00-4.00	5
17	EDP Officer	MGT	EDP Deptt.	Graduate with Diploma in Comp. application	4 yrs. In Sugar industry	2.00-3.00	1
18	Administrative Officer	MGT	General / Admn	MBA /Graduate	5yrs/10 yrs in Industries in administration/welfare	2.00-3.00	1
Total Indicative Mgt (Fixed Term) vacancies							49

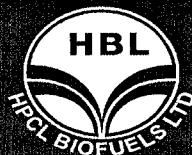
NON-MANAGEMENT (FIXED TERM)

1	DCS Operator -Turbine	NMGT	CO-GEN	H.Sc. (10+2). Preference to Computer Diploma / Eng Degree/Diploma	Min. 5 yrs. In DCS Boiler of 10 MW capacity. For Engineering (degree/diploma) candidate's experience can be relaxed suitably.	2.00-3.00	7
2	DCS Operator - Boiler	NMGT	CO-GEN	H.Sc. (10+2). Preference to Computer Diploma / Eng Degree/Diploma	Min. 5 yrs. In DCS Boiler of 10 MW capacity. For Engineering (degree/diploma) candidate's experience can be relaxed suitably.	2.00-3.00	3
3	Instrumentation Mechanic	NMGT	CO-GEN	ITI-Instrumentation	Min.5 yrsexp in Cogen Plant	1.44-3.00	7
4	Boiler Attendant (1st class)	NMGT	CO-GEN	Boiler Attendant 1st. Class certification	8 yrs exp. in high pressure Boiler	2.00-3.00	3
5	Boiler Attendant (2nd class)	NMGT	CO-GEN	Boiler Attendant 1IInd Class certification	5 yrs exp. in high pressure Boiler	1.50-2.00	5
6	Turbine Operator-Field	NMGT	CO-GEN	ITI - Electrician/Fitter	3 yrs. Exp.in high pressure turbine (condensing cum extraction)	2.00-3.00	5
7	Fitter	NMGT	CO-GEN	ITI - Fitter	Min. 5yrs. Relevant experience in Co-gen Plant	1.44-1.80	6
8	Instrument Mechanic	NMGT	SUGAR - Engineering	ITI - Instrumentation or electronic & communication	Min.5 yrs in in sugar industry	1.44-1.80	4
9	Rigger	NMGT	SUGAR - Engineering	Matric	Min. 5 yrs exp. in relevant field.	1.20-1.80	4
10	Mill Fitter A	NMGT	SUGAR - Engineering	ITI - Fitter	Min. 5 yrs. Relevant experience in Mill house in sugar industry	1.44-1.80	5
11	Boiling House Fitter A	NMGT	SUGAR - Engineering	ITI - Fitter	Min. 8 yrs. Relevant experience in Boiling House in Sugar Industry	1.44-1.80	4
12	Electrician A	NMGT	SUGAR - Engineering	ITI - Electrician	Min. 8 yrs. Relevant experience in Sugar industry	1.44-1.80	6
13	Pan Incharge	NMGT	SUGAR - Production	Matric with SBCC	Min. 10 yrs exp. in relevant field.	2.00-4.00	8
14	Operator - Fermentation	NMGT	ETHANOL	Matric	2 yrs relevant experience	1.20-1.80	1
15	Operator - Distillation	NMGT	ETHANOL	Matric	Min. 2 yrs. in relevant experience	1.20-1.80	3
16	WTP Operator	NMGT	ETHANOL	Matric	Min. 4 yrs. in relevant experience	1.20-1.80	1
17	Biogas Plant Operator	NMGT	ETHANOL	Matric	Min. 2 yrs. in relevant experience	1.20-1.80	3
Total Indicative Nmgt (Fixed Term) vacancies							75

SEASONAL (FIXED TERM)

1	Evaporator Operator - A	NMGT	SUGAR - Production	Matric	Min. 5 yrs exp.relevant field.	2.00-3.00	8
2	Pan Man	NMGT	SUGAR - Production	Matric with SBCC	Min. 7 yrs exp. in relevant field.	1.80-2.40	12
3	Assistant Pan Man	NMGT	SUGAR - Production	Matric with SBCC	Min. 4 yrs exp. in relevant field.	1.20-1.80	10
4	Crystalizer Attendant	NMGT	SUGAR - Production	Matric	Min. 2 yrs exp. in relevant field.	1.20-1.80	7
Total Indicative seasonal fixed term vacancies							37
Total Indicative Vacancies							161

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Note:

- Although presently no formal accommodation is available, however, some temporary shelters preferably for single occupants may be provided depending on the criticality of the positions at the sole discretion of HPCL Biofuels Ltd.
- Reservation of post – as per Presidential Directives for SC/ST/OBC-NC and Government Directives for PWD (3% Horizontal). Such candidates will be assessed in relaxed standard in personal interview.
- 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.
- All experience should be in relevant field.
- The job description and responsibilities and also job profile for all Fixed term appointees will be different from all regular employees of HPCL Biofuels Limited.

Other Eligibility Criterion, General Information and Instructions:

- Only Indian Nationals need to apply.
- 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).
- The cut-off date for determining age limit and post qualification experience will be August 1st, 2013.
- Minimum Age - 18 years as on August 1st, 2013.

AGE LIMIT AND AGE RELAXATION:

- Upper Age limit for the vacancies at **sr. no. 1 to 18 is 50 years and for the remaining posts is 45 years.** The upper age is relaxable by 5 years for SC/ST candidates and 3 years for OBC (Non-Creamy Layer) candidates. Additional age is relaxable as applicable for the candidates belonging to PWD category.

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:

WALK-IN-INTERVIEW VENUES

Sr. No	Place	Date	Time	Address
1	Lucknow	19th and 20th August 2013	8:00 am to 2:00 pm	Comfort Inn, TC-75 V, Vibhuti Khand, Gomti Nagar Lucknow - 226010
2	Meerut	23rd and 24th August 2013	8:00 am to 2:00 pm	Hypen Business Hotel Supertech Shopprix Mall Opp. Dainik Jagran Office Hapur Bypass Meerut - 250004
3	Gorakhpur	27th and 28th August 2013	8:00 am to 2:00 pm	Hotel President Golghar Gorakhpur - 273001
4	Patna	30th and 31st August 2013	8:00 am to 2:00 pm	Hotel Chanakya Beer Chand Patel Marg Near Station Road Patna - 800001

- (ii) A candidate can apply for one post and can appear for single venue only. Candidates appearing at more than one venue for 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. No correspondence shall be entertained in this regard.
- (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).
 - Caste/Tribe certificate (for SC/ST/OBC-NC candidates as applicable) and PWD in the prescribed format issued by the Competent Authority.
 - 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.**

13. SELECTION:

The eligible candidates fulfilling all the required criteria will be interviewed. Candidate shortlisted in personal interview will be

required to attend for Negotiation for which they will be separately contacted through E-Mail or Phone with details of Venue & time. Final Shortlisting of the 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 fulfillment of other eligibility criteria with respect to Academic Qualification, Age, Caste, NOC, Relieving Letter etc. as may be applicable.

General Instructions:

- Applications not as per the prescribed format will be summarily rejected. An application not accompanied by relevant certificate(s) / document(s), wherever necessary or not in prescribed format or not signed by the candidate or incomplete in any respect will not be entertained.
- 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.
- Only short listed candidates who are found apparently eligible based on the details given in the application form will be allowed for the personal interview.
- 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.
- The OBC-NC candidates who belong to 'CREAMY LAYER' are not entitled for OBC concession.
- Travelling Expenses to be reimbursed to only SC/ST candidates for attending interview from their present address to Walk in interview place (To & Fro) restricting to for Sleeper Class/ 2nd class railway fare / Bus fare subject to production of receipt.
- 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.
- 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.
- 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.
- 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 without assigning any reason whatsoever.
- 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.
- In case any dispute arises on account of interpretation in versions other than English, English version will prevail.
- 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.
- 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.
- 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.

Advt. No. HPCL BIOFUELS LIMITED - 001/biofuels/2013/critical.

Annexure I (Application Form) - For Fixed Term Basis

 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)																					
Post applied for Fixed Term Employment :																					
Name in full Surname _____ First Name _____ Middle Name _____ Mailing Address Address _____ City, District _____ Pin Code _____ State _____	Affix recent passport size photograph duly signed across																				
Father's Name _____ Email ID _____ Contact No. _____ Nationality _____ Category (Please Tick) General (GEN) <input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Caste (SC) <input type="checkbox"/> Yes <input type="checkbox"/> No Scheduled Tribe (ST) <input type="checkbox"/> Yes <input type="checkbox"/> No Other Backward Class (Non-creamy Layer) <input type="checkbox"/> Yes <input type="checkbox"/> No Date of Birth (dd/mm/yyyy) _____ Gender <input type="checkbox"/> Male <input type="checkbox"/> Female (Please Tick)																					
Educational Qualification <table border="1"> <thead> <tr> <th>Course</th> <th>Duration</th> <th>% of marks</th> <th>Month & year of passing</th> <th>Full Name of the University / Institute</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>		Course	Duration	% of marks	Month & year of passing	Full Name of the University / Institute															
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*Please enclose a separate sheet if required for providing details of jobs handled Current CTC Drawn (Documentary proof, if any) _____ CTC Expected _____																					
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 : _____ <div style="text-align: right;">Signature of the Applicant</div>																					