



DURGAPUR CHEMICALS LIMITED

(A GOVT. OF W.B. ENTERPRISE)

DURGAPUR – 713215

AN ISO 9001- 2008 & ISO 14001: 2004 CO.

APPLICATIONS ARE INVITED FOR THE FOLLOWING POSTS

Sl. No	Name of the Post	No. of vacancies	Essential Qualification	Experience	Duties & Responsibilities
1.	Personnel Manager	One	Graduate with MBA from reputed University in Personnel Management/HR. Degree in Law is preferred	Minimum 10-12 years experience as a Personnel Manager in Industry preferably in Chemical Plant	Overall in-charge of Personnel, Administration, Security Department. Knowledge of Factories Act, Other Labour Laws, ESI, Formulation of Personnel policies, Training, HR and Industrial Relation
2	Dy. Chief Mechanical Engineer	One	B.E/B.Tech in Mechanical Engineering from a reputed Engineering Institute/University	Minimum 7 Years experience preferably in Chloro Alkali Industry(Caustic Soda) in rotary and static equipments related to Caustic soda and chemical Plants and its utility areas e.g Air compressor, cooling tower, Chilling plant, Boiler	HOD of Mechanical Department
3	Chief Chemist	One	PhD/1 st Class M.Sc. (Chemistry)	Minimum 7-10 years experience in quality control preferably Chloro- Alkali industries.	Overall responsibility of quality control and R&D, should be conversant of ISO & Environmental issues.
4	Assistant Manager (Electrical)	One	B.E/B.Tech in Electrical Engineering from a reputed Engineering Institute/University	Minimum 7 Years experience preferably in Chloro Alkali Industry(Caustic Soda) in high substation (33KV), Low voltage substation, Rectifier Transformer set with Thyristor PLC control Board, Harmonic Filter system/Capacitor Bank 33KV, Emergency DG Set with Auto Change Over of Power supply, Transformer, Motor switchgear, VFD	
5	Assistant Manager (Mechanical)	One	B.E/B.Tech in Mechanical Engineering from a reputed Engineering Institute/University	Minimum 6 Years experience in Chemical Industries in Mechanical maintenance job of Chloro Alkali Industries, Diagnostic in trouble shooting, elementary knowledge of process, Good analytical skill, sound industry knowledge, excellent communication skills	To assist Chief Mechanical Engg./Dy. Chief Mechanical Engg. relating to Mechanical maintenance job in plant

6.	Assistant Manager (Instrument)	One	BE/B.Tech in Instrumentation from reputed Engineering Institute/University	6-8 years experience in DCS,PLC & Field instrument preferably in Chloro Alkali Industries of IEM Technology. Experience in DCS,PLC & Field Instrument in other industries may be considered	To report CE & IE/Dy. CE&IE
7.	Assistant Manager (Budget & Cost)	One	1 st Class Graduate &Chartered /Cost Accountant	5-7 years experience in Finance & Accounts of manufacturing industries. Responsible for finalization Accounts, to look Statutory/Internal audit, Govt. Audit, Budge & Cost Statement, Banking etc.	To assists Controller of Finance & Accounts for all financial & accounting jobs
8.	Assistant Manager (Internal Audit)	One	1 st Class Graduate &Chartered /Cost Accountant	5-7 years experience in Finance & Accounts of manufacturing industries. Responsible for finalization Accounts, Internal Audit Statutory/Internal audit, Govt. Audit, Budge & Cost Statement, Banking etc.	To assists Controller of Finance & Accounts for all financial & accounting jobs
9	Sr. Chemist	One	M.SC In Chemistry/ B.Sc (Hons) in Chemistry	For M.SC, 5 years experience and for B.SC, 8 Years experience in Chemical Laboratory/ Quality Control preferable in Chloro Alkali Industry	Quality Control of raw materials, finished products including analysis of effluents and other chemicals
10	Assistant Engineer (Chemical)	Two	BE/BTech in Chemical Engineering from reputed Engineering Institute.	5 years in operation of Chlor Alkali Industries of IEM Technology by DCS.	To report Manager (production)/ AM (chemical)
11	Assistant Engineer (Instruments)	One	BE/BTech in Instrumentation from reputed Engineering Institute.	5 years working experience in DCS, PLC & field instruments preferably in Chlor Alkali Industries of IEM technology. However experience in DCS, PLC & field Instruments in other Industries may be considered.	To report CE & IE/Dy. CE&IE/ Asstt. Manager (Instrument)
12	Stores Officer	One	Graduate with Post Graduate Degree/Diploma in Materials Management	Minimum 5 years experience in Industry for maintaining Store materials & Spares, Accounting of stores item, ERP accounting, Maintaining Store ledger, Bin Card, ABC Analysis. Preference will be given in working Chloro Alkali Industry.	To assist HOD (Purchase & Stores)
13.	Accounts Officers	Two	Graduate with CA/ICWA	Minimum 4 years experience in Industry, should have experience in finalization of Accounts, Bill passing & other accounts job	To assist Departmental head

14.	Foreman (Mechanical)	One	Diploma in Mech Engg.	Minimum 4 years experience in Chemical Industries preferably in Mechanical maintenance job of Chloro Alkali Industries, Diagnostic in trouble shooting, elementary knowledge of process, Good analytical skill, sound industry knowledge, excellent communication skills. Preference will be given to candidates having knowledge in maintenance in Boiler, Air compressors, H ₂ compressors, pumps etc.	To assists HOD (Mechanical) in various departmental jobs
15.	Junior Officer (Administration)	One	Graduate with degree/ diploma in Personnel Management	4 years experience in Office Admn, Town/Colony admn, Estate function, Time Office, Pool Transport, Sanitation, maintenance of Guest House, ISO Training etc.	To assists Personnel Manager /Asstt. Personnel Manager
16	Turner	Two	ITI in Machinist	2-3 years experience in operation of Centre Lathe, Drilling Machine, Shaper, Slotter Etc.	
17.	Management Trainees (Accounts) For 2 years contractual	Three	Graduate with CA/ICWA (Inter)	Any experience in accounts is preferred	

GENERAL TERMS & CONDITIONS

1. The maximum age limit for all the posts in serial no.

- (a) 1 – 3 is 50 years
- (b) 4 -15 is 45 years
- (c) 16 is 35 years
- (d) 17 is 26 years.

Upper age limit is relaxable by 5 years for SC/ST Candidates.

2. All qualification should be full time regular course from Govt. recognized University/ College/Institute

3. The appointment against all the Post from sr. no. 1 – 16 is contractual for a period of 5 years, may be renewable for a further period strictly based on the performance.

For Management Trainees the contract period is 2 years which may be extended for a further period. The company may consider for absorption after the training period based on the performance as per rules

4. For all the Post, knowledge of Computer/ERP system is desirable

5 Reservation in recruitment for the candidates of SC/ST categories shall be applicable as per Government guidelines. If suitable candidates of SC/ST are not available, the post will be filled up from General Candidates. Candidates claiming to belong any particular category such as SC/ST should submit the copy of SC/ST certificate along with the Application Form otherwise the said application shall not be considered in that category

6. No relaxation in qualification will be considered in the above mentioned posts applied for. Relaxation in age and experience may be considered for extremely deserving Candidates. Separate application to be sent for each post. The application is liable to be rejected if found unsuitable and not fulfilling the requisite qualification & experience criteria

7. Internal candidates within the organization having specified qualification and experience may apply through proper channel/ Departmental Head/In - Charge only for immediate higher grade/post

8. While applying for any post, the applicants should ensure that he/she fulfils the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case, it is detected at any stage of recruitment that the candidates does not fulfill the eligibility norms and /or that he /she has furnished any incorrect /false information or has suppressed material facts, his /her candidature will stand automatically cancelled. If any of the above shortcoming(s) is/are detected after appointment, his / her services are liable to be terminated without any notice

9. Attested copies of relevant documents relating to age, qualifications, experience, caste certificate etc. must be accompanied with the application forms

10. No TA & DA shall be paid to the local candidates for attending the interview. Candidates outside the State of West Bengal, AC 3 Tier Train Fare or admissible class as per Co's rule for UP & DN journey shall be reimbursed on submission of documents.

11. The application shall be rejected in case of canvassing

APPROVED PAY SCALES FOR THE FOLLOWING POSTS

Sr. No.	Name of the Posts (1)	Revised Pay Band (Rs.) (2)	Grade Pay (Rs.) (3)	Entry/Minimum Band Pay (Rs.) (4)	Entry minimum Basic Pay (Rs.) (5)
1.	Personnel Manager	37400-60000	8700/-	37400/-	46100/-
2.	Dy. Chief Mechanical Engineer	9000 – 40500	7600/-	22320/-	29920/-
3.	Chief Chemist	9000 – 40500	7600/-	22320/-	29920/-
4.	Assistant Manager (Electrical)/ Mechanical/Instrument)	9000 – 40500	6600/-	18600/-	25200/-
5.	Assistant Manager (Budget & Cost)/ (Internal Audit)	9000 – 40500	6600/-	18600/-	25200/-
6.	Assistant Engineer (Instrument/Chemical)	9000- 40500	5400/-	15600/-	21000/-
7.	Senior Chemist	9000- 40500	5400/-	15600/-	21000/-
8.	Store Officer	9000 - 40500	5400/-	15600/-	21000/-
9.	Accounts Officer	9000 -40500	5400/-	15600/-	21000/-
10.	Foreman (Mechanical)	9000 -40500	4400/-	9000/-	13400/-
11.	Junior Officer (Administration)	9000 -40500	4400/-	9000/-	13400/-
12.	Turner	5400 – 25200	2600/-	6240/-	8840/-
13.	Management Trainees (Accounts)				6000/- consolidated

1. Minimum Basic Pay with Grade Pay as mentioned in column no. 5 of Pay Scale schedule shall be applicable
2. Dearness Allowance at State Govt. rate shall be applicable. Present DA is 35%
3. HRA is 15% of Basic Pay subject to Maximum of Rs.6000/- per month
4. All positions are located at Durgapur
5. For the posts located at Durgapur, it is essential for the incumbent to stay in Company's unfurnished residential accommodation at DCL Township at Durgapur subject to availability of quarter as per the grade. In such case, no HRA shall be paid. Nominal Rent and actual Electricity charges shall be deducted from the Salary bill as per rules of the company
6. Medical Allowance is Rs.300/- per month
7. PF, Family Pension & Gratuity is applicable as per the rule
8. For Senior Managers Pool car facility is provided at Durgapur as per rules of the company.
9. The candidates called for interview must communicate by letter/mail for attending the Interview

The company is looking Dynamic and Target oriented person who can contribute in the above positions with best of their ability. Those who are working in **Central Govt./State Govt. Undertaking and other Govt. Departments** should apply through proper channel OR produce NOC at the time of interview.

How to apply

Candidates may apply with detail particulars, qualification, experience in chronological manner with contact no. along with two copies of pass port size photographs self attested addressed to "The Company Secretary & In-charge of Personnel Dept. , Durgapur Chemicals Ltd., A Govt. of West Bengal Enterprise, Durgapur- 713215, Dist – Burdwan", in closed envelop. The photocopy of educational qualifications and experience certificates should be attached with the application.

Application may be sent through e-mail at dclgdp@sancharnet.in and a hard copy by post. No application shall be accepted after the closing date 15.10.2011

Date 14.09.2011

(S.K.Guha)
Company Secretary &
In charge of Personnel Dept.

