



## DURGAPUR CHEMICALS LIMITED

(A Government of West Bengal Enterprise)

P.O.-DURGAPUR-713 215, DIST.:BURDWAN

AN ISO:9001:2000 & 14001:2004 CERTIFIED COMPANY

The following posts are vacant and company wants to fill up the vacancy.

Sl. No	Name of the Post	Age Limit	No. of vacancies	Essential Qualification	Experience	Duties & Responsibilities
1.	Chief Electrical & Instrument Engineer.	50 years	One	B.E/B.Tech in Electrical Engineering from reputed Engineering Institute/University .	Minimum 12 Years experience preferably in Chloro Alkali Industry(Caustic Soda) in high voltage 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	Overall in-charge of Electrical/Instrument functions plants and colony.
2.	Dy. Chief Electrical & Instrument Engineer	50 years	One	B.E/B.Tech in Electrical Engineering from a reputed Engineering Institute/University .	Minimum 10 Years experience preferably in Chloro Alkali Industry(Caustic Soda) in high voltage 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	To assists Chief Electrical Instrument Engg. Relating to Electrical & Instrument, maintenance job in the plant and colony.
3	Personnel Manager	50 years	One	Graduate from reputed University in Personnel Management/HR. Degree in Law is preferred	Minimum 12 years experience as a Personnel Manager in Industry	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 jobs.
4.	Dy. Chief Mechanical Engineer	50 years	One	B.E/B.Tech in Mechanical Engineering from a reputed Engineering Institute/University	Minimum 10 Years experience preferably in Chloro Alkali Industry (Caustic Soda).	To assists Chief Mechanical Engg. relating to Mechanical maintenance job in the plant.
5.	Assistant Manager (Mechanical)	45 years.	One	B.E/B.Tech in Mechanical Engineering from a reputed Engineering Institute/University	Minimum 8 Years experience in Chemical Industries in Mechanical maintenance job of Chloro Alkali Industries, Diagnostic in trouble shooting, elementary knowledge of process, Good analytical skill,	To assists CME/Dy. CME relating to Mechanical maintenance job in plant.

Sl. No	Name of the Post	Age Limit	No. of vacancies	Essential Qualification	Experience	Duties & Responsibilities
6	Assistant Manager (Electrical)	45 years.	One	B.E/B.Tech in Electrical Engineering from a reputed Engineering Institute/University	Minimum 8 Years experience preferably in Chloro Alkali Industry(Caustic Soda) in high voltage 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	To assists Chief Electrical Instrument Engg./Dy. CE&IE for Electrical Maintenance, to locate fault and their rectification, Regular relating to Electrical Instrument, maintenance job in plant and colony.
7	Chief Chemist	50 years	One	PhD/1st Class M.Sc. (Chemistry) from reputed Institute /University.	Minimum 10 years experience in quality control preferably Chloro-Alkali industries.	Overall responsibility of quality control and R&D should be conversant of ISO & Environment issues.
8	Sr. Chemist	45 years	One	M.Sc in Chemistry or B.Sc. (Hons) in Chemistry from reputed Institute /University.	For M.Sc. 8 Years Experience and for B.Sc.(Hons) with 10 years experience in Chemical laboratory or quality control.	Quality control of raw materials & finished products including analysis of effluents and other chemicals
9.	Assistant Engineer (Instrumentation)	45 years.	One	B.E/B.Tech in Instrument Engineering or Electronics & Telecommunication from reputed Engg. Institute.	Minimum 5 years Experience in Instrument Engineering, DCS, Control valve etc.	To assists CE&IE & Dy. CE in instrument Engg
10.	Assistant Manager (Budget & Cost)	45 years.	One	Graduate with Chartered Accountant/Cost Accountant from reputed Institute/ University.	Minimum 8 years experience in Finance and Accounts of manufacturing Industry. Responsible for finalization of Accounts, Statutory & Internal Audit, Cost Audit & Govt. Audit, Costing, Budget preparation etc.	To assist Head of Finance and Accounts Dept. for all financial & accounting job, audit, preparation of Cost statement, Annual Budget etc. should be able to prepare Cost audit report. Knowledge of ERP/Computerized Accounting system.
12.	Assistant Manager (Internal Audit)	45 years.	One	Graduate with Chartered Accountant/Cost Accountant from reputed Institute.	Minimum 8 years experience in in audit of manufacturing Industry. Responsible for finalization of Accounts, Statutory & Internal Audit, Cost Audit & Govt. Audit, Costing, Budget preparation etc.	To assists Head of Account & Fiancé in internal audit , statutory audit and other accounts matter.
13	Assistant Manager (Purchase & Stores)	45 Years	One	Degree in Chemical/ Mechanical/ Electrical Engg with Diploma in Business /Materials Management	Minimum 8 years experience in Purchase Department of any organization preferably Chemical Industry. Through knowledge in purchase procedure, Tendering, Inventory management, Logistic function etc is desirable	To report G.M.(Works)

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14.	Stores Officer	45 years.	One	1 <sup>st</sup> Class Graduate with Post Graduate Degree/Diploma in Materials Management from reputed Institute.	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 report Asstt. Manager (Purchase & Stores)
15.	Custom & Transport Officer (Mainly for Logistic activities)	45 years.	One	Graduate in any stream. Preference will be given having qualification in Logistic management from reputed Institution	Minimum 5 years experience in in logistic, movement of vehicles, Floating tender for appointment of Transporters. Experience and Custom job. Experience in Chemical products handling is desirable.	To report G.M.(Commercial)
16.	Junior Officer (Technical) Laboratory Department	40 years.	One	B.Sc (Hons) in Chemistry with 5 years experience.	Experience in Process control Analysis / raw Materials and finished products.	To assists Sr. Chemist in process control, Raw material and finished products
17.	Officer Trainee	30 years.	Four	CA/ICMA/MBA	Some experience in Accounts, Stores, Etc	

1. Knowledge of Computer/ERP system is desirable

2. 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

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

4. The application shall be rejected in case of canvassing

#### **GENERAL TERMS & CONDITIONS**

5. All qualifications must be full time regular course from Govt. recognized University/ College/Institute

6. Reservation in recruitment of SC/ST categories shall be applicable as per Government guidelines. If suitable candidates of SC/ST are not available, the post shall be the 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 and liable to be rejected.

Conts.....3/5.

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7. 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

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

9. 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.

#### 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 + DA presently @ 52% (Rs.)(5)
1.	Chief Electrical & Instrument Engineer	37400-60000	8700/-	37400/-	70072/-
2.	Personnel Manager	37400-60000	8700/-	37400/-	70072/-
2.	Dy. Chief Mechanical Engineer/ Dy. Chief Electrical Engg	9000 – 40500	7600/-	22320/-	45478/-
3.	Assistant Manager	9000 - 40500	6600/-	18600/-	38304/-
4	Assistant Engineer	9000 -40500	5400/-	15600/-	31920/-
5.	Chief Chemist	9000 – 40500	7600/-	22320/-	45478/-
6.	Senior Chemist	9000- 40500	5400/-	15600/-	31920/-
7.	Store Officer	9000 - 40500	5400/-	15600/-	31920/-
8.	Custom & Transport Officer	9000 - 40500	5400/-	15600/-	31920/-
9.	Trainees (Officer grade on confirmation)				8000/- consolidated

Conts.....4/5.

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1. Minimum Basic Pay + Grade Pay + DA @52 % on Basic & Grade Pay as mentioned in column no. 5 of Pay Scale schedule shall be applicable.

2. HRA and other benefits are applicable as per rule of the company.

3. All positions are located at Durgapur

4. For the posts located at Durgapur, it is essential for the incumbent to stay in Company's unfurnished residential accommodation at DCL Township 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

5. The candidates called for interview should 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.

### **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 also be sent through e-mail at [jobsatdcl@gmail.com](mailto:jobsatdcl@gmail.com). No application shall be accepted after the closing date 15.09.2013.

Date: 13.08.2013.

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

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