



**ELECTRONICS CORPORATION OF INDIA LIMITED**  
A Govt. of India( ( Department of Atomic Energy)  
Enterprise  
ECIL Post, Hyderabad - 500 062  
**Phone No(s): 040-27182956 / 27186532**

**COME.... TEAM UP WITH ECIL FOR A BRIGHT CAREER**

Electronics Corporation of India Limited is a leading Public Sector Company with a turnover of ₹.1260 Crores (A Unit of Department of Atomic Energy) engaged in the area of Strategic Electronics with thrust on innovation & indigenization. The Engineers at ECIL have opportunities to work in some of the most exciting national and international projects in Nuclear, Defence, Space, Security, Telecom, IT, Medical and e-governance sectors in the functional areas of Design & Development, Project Execution, Engineering, Production, Testing & Qualification, Marketing and Maintenance. ECIL has close collaboration with national R&D laboratories as well as academic Institutes and has been involved in the projects of national importance. ECIL is looking for dynamic, experienced and result oriented persons in Executive category for the following positions:

Post No.	Name of the Post	No. of post (s)	Post Qlfn. Exp. (yrs.) as on 31.05.2018	Maximum age limit (yrs.)as on 31.05.2018	Total monthly emoluments (Including perks) Approx.) Rs. (p.m.)
1	General Manager [P&A] (Rs.51300-3%-73000) (EG-IX)	One	22	55	148880/-
2	General Manager [ Marketing] (Rs.51300-3%-73000) (EG-IX)	One	22	55	148880/-
3	General Manager [R&D] (Rs.51300-3%-73000) (EG-IX)	One	22	55	148880/-
4	Additional General Manager [Marketing] (Rs.43200-3%- 66000) (EG-VIII)	One	20	50	125370/-
5	Dy. General Manager[ Marketing] (Rs.32900-3%-58000) (EG-VI)	Four	15	45	96140/-
6	Senior Manager [HR] (29100-3%-54500/-) (EG-V)	Two	12	45	85030 /-
7	Accounts Manager (Rs. 24900-3%-50500) (EG-IV)	Two	10	40	72760/-
8	Accounts Officer Rs.16400-40500) (EG-II)	Two	*	28	48250/-

**Note: Pay revision is due w.e.f. 01.01.2017**

**\* Experienced candidates will be preferred.**

Post No.	Qualification & Experience [for LATERAL ENTRY POSTS]
1	<p><b>General Manager (P&amp;A):</b></p> <p><b>Educational Qualification:</b> Preferably a first class Post Graduate Degree in HR/IR/PM/Social Work or Preferably first class fulltime Diploma (Two years) in HR/IR/PM from recognized Institute or Preferably a first class MBA with HR specialization from a reputed Institution. Degree in Law will be preferred.</p> <p><b>Job Summary:</b> Responsible for managing the entire gamut of HR activities such as Employee Relations, Establishment, Recruitment, Training, Auxiliary Services, etc. Broad Job profile is as follows:</p> <ul style="list-style-type: none"> <li>• Make the organization an employer of choice.</li> <li>• Stakeholder Management.</li> <li>• Comply with Labour Laws and Government guidelines during the discharge of the HR functions.</li> <li>• Provide support/ advice to the strategic business divisions on P&amp;A/HR related issues.</li> <li>• Implement new HR policies including ERP system in line with the business requirements.</li> <li>• Effectively lead Succession Planning, Change Management, Leadership Development, Competency Building, Organization Pulse Survey etc.</li> <li>• Establish good work practices, systems to nurture the talent.</li> </ul> <p><b>Experience:</b> Minimum of 22 years in large reputed organization having not less than 1000 manpower with a turnover of Rs.1260 Crores. Should have managed the entire gamut of HR functions including employee relations. In case of PSUs/ Govt. establishment, persons holding positions one level below EG-09 /Rs. 43200-66000/- or equivalent pay scale in Central Government for at least 2 years are eligible.</p>
2	<p><b>General Manager [Marketing]</b></p> <p><b>Educational Qualification:</b> Preferably a first class Post Graduation Degree in Marketing / Degree in Engineering from a recognized Institute / preferably first class MBA with Marketing specialization from a recognized Institute. Experience in Engineering Industry with focus on Innovation and R&amp;D will be preferred.</p> <p>Possession of PG Diploma in International Marketing/Export /International Business is an added advantage.</p> <p><b>Job Summary:</b> Responsible for managing the entire gamut of Marketing activities, clients resources etc.</p> <ul style="list-style-type: none"> <li>• Planning , Business Development, Targeted Growth, Profitability, Project Execution, Early Monetization and Business Development activities, including:-Identification of new opportunities/developing rapport/relationship with Government agencies, operators of international repute.</li> <li>• Assist management in formulating marketing plan of the Projects in particular and Company in General.</li> <li>• Critically analyze the reports of operating units relating to procurement &amp; marketing &amp; suggest measures for improvement.</li> <li>• Study the current marketing methods, channels and devise suitable strategy &amp; plan in the interest of the Company.</li> </ul>

- Collect, organize & maintain data relating to import/ export of products.
- Advertisement, Publicity & Promotion of products.
- Logistic Management.
- Report/ review performance of employees working in the division.
- Identify area of improvement & suggest measures for higher productivity of employees working in the division.
- Mentor and guide the team and help build a strong Marketing department.
- Provide support to strategic business Divisions on marketing related activities.
- Any other work that may be assigned by Superior from time to time.

**Experience:** Minimum of 22 years in large reputed organization having not less than 1000 manpower and turn-over of not less than Rs.1260 Crores. Should have managed the entire gamut of Marketing functions.

In case of PSUs/ Govt. establishment, persons holding positions one level below EG-09 / Rs.43200-66000/- or its equivalent pay scale in Central Government for at least 2 years are eligible.

3 **General Manager (R&D):**

**Qualification:-** Preferably first class Engineering Graduate / Post Graduate in Electrical / Computer Science / Electronics and Communication Engineering or its equivalent from a recognized reputed University / Institute. Doctorate in Electronics / Communication Engineering / Computer Science is preferred.

**Job:-** The incumbent is responsible for the Research and Development activities of Corporation. Inculcating the environment of innovation is essential requirement of the job. It involves active interaction with the leading Research Centers of various Ministries, premier academic institutions and reputed foreign companies for the development of products and transfer of technologies. Coordination with Strategic Business Units of the Corporation for their R&D requirements, obtaining funds and human resource is part of the job. Its involves maintaining and upgrading the repository of the products / technologies developed, tools and test instrument procured, transfer of technologies obtained, technical journals and software licenses subscribed and dissemination of the same across the Corporation.

**Experience:** Should have at least 22 years of proven experience in developing innovation products / technologies, handling indigenous and foreign technology transfer related to defence, space, atomic energy, homeland security, telecommunications and e-governance fields in large reputed organization having not less than 1000 manpower and turn-over of not less than Rs.1260 Crores. Exposure to state of the art technologies in Electronics, Communications, Computers and Automation is essential. In depth knowledge of Intellectual Property Rights, handling of Patents, trade marking the equipment and licensing of the software is required. Exposure to global R&D organizations is desirable. Holding patents, R&D Awards received and Technical papers published in international and national journals is an advantage. PSU / Govt., establishment persons with the above mentioned experience and holding position one level below EG-09 i.e., Rs.43200-3%-66000/- or its equivalent Central Government scale for at least 2 years is eligible to apply.

4

**Additional General Manager [Marketing] :**

Preferably first class Post Graduation Degree in Marketing / Degree in Engineering from a recognized Institute or preferably first class MBA with Marketing specialization from a recognized Institute. Experience in Engineering Industry with focus on Innovation and R&D will be preferred.

Possession of PG Diploma in International Marketing/Export /International Business is an added advantage.

**Job Summary:** Responsible for managing the entire gamut of Marketing activities. The Broad profile is as under:

- Planning , Business Development, Targeted Growth, Profitability, Project Execution, Early Monetization and Business Development activities, including:-Identification of new opportunities/developing rapport/relationship with Government agencies, operators of international repute.
- Assist management in formulating marketing plan of the Projects in particular and Company in General.
- Critically analyze the reports of operating units relating to procurement & marketing & suggest measures for improvement.
- Study the current marketing methods, channels and devise suitable strategy & plan in the interest of the Company.
- Collect, organize & maintain data relating to import/ export of products.
- Advertisement, Publicity & Promotion of products.
- Logistic Management.
- Report/ review performance of employees working in the division.
- Identify area of improvement & suggest measures for higher productivity of employees working in the division.
- Mentor and guide the team and help build a strong Marketing department.
- Any other work that may be assigned by Superior from time to time.
- Interface between various clients & business verticals.

**Experience:** Minimum of 20 years in large reputed organization having not less than 1000 manpower and turn-over of not less than Rs.1260 Crores. Should have managed the entire gamut of Marketing functions. In case of PSUs/ Govt. establishment, persons holding positions one level below EG-08 / Rs.36600-62000/- or its equivalent pay scale in Central Government for at least 2 years are eligible.

5	<p><b><u>Dy. General Manager [Marketing]:</u></b></p> <p><b><u>Educational Qualification:</u></b> Preferably First Class Post Graduation Degree in Marketing / Degree in Engineering from a recognized Institute or preferably first class MBA with Marketing specialization from a recognized Institute. Experience in Engineering Industry with focus on Innovation and R&amp;D will be preferred.</p> <p><b><u>Job Summary:</u></b> Responsible for building, managing and executing the Marketing related activities in a Manufacturing Industry.</p> <p>Any other work that may be assigned by Management from time to time.</p> <p><b><u>Experience:</u></b> Minimum of 15 years in large reputed organization having not less than 1000 manpower and turn-over of not less than Rs.1260 Crores. Should have managed &amp; executed the entire gamut of Marketing functions.</p> <p>In case of PSUs/ Govt. establishment, persons holding positions one level below EG-06 / Rs. 29100-54500/- or its equivalent pay scale in Central Government for at least 2 years are eligible.</p>
6	<p><b><u>Senior Manager [HR]:</u></b></p> <p><b><u>Educational Qualification:</u></b> Preferably first class Post Graduation Degree in HR/IR/PM/Social Work or preferably first class fulltime Diploma (Two years) in HR/IR/PM from a recognized Institute or preferably first class MBA with HR specialization from a reputed Institution. Degree in Law will be preferred.</p> <p><b><u>Job Summary:</u></b></p> <ul style="list-style-type: none"> <li>• Responsible for HR Functions like Employee Relations, Establishment, Recruitment etc.</li> <li>• Comply with labour laws and Government guidelines.</li> <li>• Provide support/ advice to the strategic business divisions on P&amp;A/HR related issues.</li> <li>• Support in implementation of new HR policies including ERP system in line with the business requirements.</li> <li>• Effectively participate in Succession Planning, Change Management, Leadership Development, Competency Building, Organization Pulse Survey etc.</li> </ul> <p><b><u>Experience:</u></b> Minimum of 12 years in large reputed organization having not less than 1000 manpower and turn-over of not less than Rs.1260 Crores. In case of PSUs/ Govt., establishment, persons holding positions one level below EG-05/ Rs. 24900-50500/- or its equivalent pay scale in Central Government for at least 2 years are eligible.</p>
7	<p><b><u>Accounts Manager:</u></b></p> <p><b><u>Educational Qualification :</u></b> The candidate should be a qualified CA/ICWA.</p> <p><b><u>Job Summary and Experience:</u></b> Having requisite experience in dealing independently with Finance, Accounting and Auditing functions in a multi-product/multi-unit environment in a PSU/reputed organization. The incumbent should be conversant with Cost Accounting, Accounting standards, Cost Accounting Standards, Cost Audit &amp; Auditing Standards and should have exposure to various functional areas like Funds Management, Banking Operations, Finalization of Accounts and Taxation matters like Income Tax, GST etc. Candidate should be a computer literate and able to operate Accounting packages independently. In case of PSUs/ Govt., establishment persons holding positions minimum one level below EG-04/ Rs. 20600-46500/-or equivalent pay scale in Central Government for at least 2 years are eligible.</p>

8	<p><b><u>Accounts Officer:</u></b></p> <p><b><u>Educational Qualification</u></b> : The candidate should be a qualified CA/ICWA.</p> <p>Candidates should possess requisite aptitude to deal with issues of Finance, Costing, Pricing, Audit, and Project Evaluation &amp; Project matters etc. independently. Candidate with relevant post qualification experience will be preferred. Candidates should be a Computer literate and able to operate Accounting packages independently.</p>
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**\* Pay Revision is due with effect from 01.01.2017.**

- Candidates having required qualifications but with lesser years of relevant post-qualification experience may be considered for lower post.
- Additional increment(s) and / or service weightage will be allowed in deserving cases based on experience / higher qualification (relevant)/performance in interview as per the Company rules.
- In addition to emoluments as mentioned against each post. PF, Gratuity, Medical benefits, Leave, Performance Related Pay etc., is admissible as per rules of the Corporation.
- Age of superannuation is 60 years as per the extant rules.
- Reservations for SC/ST, OBC [Non-creamy layer], PWD and Ex-Servicemen categories will be applicable as per Government of India guidelines.

**RELAXATIONS ALLOWED FOR SC/ST CANDIDATES IN RESPECT OF EXPERIENCE:**

No. of years of experience prescribed as essential qualification for General Candidates	<b><u>Relaxation in respect of Scheduled Caste / Tribe Candidates</u></b>
3 to 5 years	1 year relaxation
6 to 9 years	2 years relaxation
10 years & above	3 years relaxation

**PLACE OF POSTING**

Post No.	Name of Post	No. of posts	Posting
1	General Manager [P&A]	1	Hyderabad
2	General Manager [Marketing]	1	Hyderabad
3	General Manager [R&D]	1	Hyderabad
4	Addl. General Manager[Marketing ]	1	Hyderabad/Any Zone
5	Dy. General Manager[ Marketing]	4	1 each in East Zone, West Zone, North Zone and South Zone
6	Senior Manager [HR]	2	Hyderabad
7	Accounts Manager	2	Hyderabad
8	Accounts Officer	2	Hyderabad

### **POST – WISE RESERVATIONS:**

<b>Post No.</b>	<b>Name of Post</b>	<b>No. of posts</b>	<b>UR</b>	<b>OBC</b>	<b>SC</b>
1	General Manager [P&A]	1	-	1	-
2	General Manager [Marketing]	1	1	-	-
3	General Manager [R&D]	1	-	-	1
4	Addl. General Manager [Marketing]	1	1	-	-
5	Dy. General Manager [Marketing]	4	3	1	-
6	Senior Manager [HR]	2	1	1	-
7	Accounts Manager	2	2	-	-
8	Accounts Officer	2	-	1	1

### **RELAXATIONS:**

- 1. Age:** The upper age limit is relaxed by 5 years for SC, 3 years for OBC (Non-Creamy Layer) candidates in respect of post reserved for these categories. Age relaxation for Persons with Disabilities (degree of disability 40% or above) is 5 years for candidates belonging to General; 8 years for OBC and 10 years for SC categories. The upper age limit is further relaxed by 5 years for the candidates who had ordinarily been domiciled in the state of Jammu & Kashmir from 01/01/1980 to 31/12/1989. Ex-Defence Officers are eligible for age relaxation for the service rendered in Defence plus three years. However, the upper age limit is restricted to **58 in respect of Post No. 1, 2, 3 & 4.**
- 2. Fee exemption:** Candidates belonging to SC/ST/ PWD & Serving/Retired Service Officers/Non - Officers from Defence are exempted from payment of application fee.
- 3. Internal Employees are exempted from Application Fee.**

### **GENERAL CONDITIONS:**

- a) Before applying, candidate should read the complete advertisement carefully and ensure that he / she fulfill eligibility criteria of post stated in the advertisement in all respects.
- b) A non-refundable Application Fee of **Rs.500/-** is applicable for General & OBC candidates. **Candidates belonging to SC / ST / PWD /Ex-Servicemen are exempted from payment of Application Fee.**
- c) **Internal Employees are exempted from Application Fee.**
- d) Candidates claiming to belong to any particular category of SC / ST / OBC / PWD shall necessarily submit a copy of certificate, in proforma prescribed by Govt. of India, as the case may be, from a Competent Authority. Candidates belonging to OBC category but coming in the "Creamy Layer" are not entitled to apply against posts reserved for OBC (Non-creamy layer) category.
- e) The Management reserves right to limit the number of candidates to be called for interview, as also to fill the posts even at lower level.
- f) All qualifications should be from a recognized Indian University / Appropriate Statutory Authority.
- g) The candidates working in Government Departments /PSUs should route their application through proper channel or 'No Objection Certificate' should be produced at the time of interview invariably.
- h) Place of posting indicated in the Advertisement is subject to change depending on the Organizational requirements. However, selected candidates are liable to serve the Corporation from anywhere in India.

- i) **Only on-line applications are accepted.**
- j) TA (to & fro Rail fare/ Air fare) will be paid for outstation candidates appearing for interview by the shortest route to the **Place of Interview** [i.e., from nearest railway station as per address for correspondence (within India) mentioned in the Application form], subject to production of documentary proof, as per rules & eligibility.
- k) The application is liable for rejection at any stage of recruitment process in case of suppression / furnishing of false information, without enclosing necessary documents including Pay-in-slip (if applicable), un-signed application & received after closing date for receipt of hard copy by post.
- l) For queries candidates may visit the Frequently Asked Questions [FAQ] provided in the Home-page.
- m) The candidate has to quote his/her system generated application number allotted for all future correspondence.
- n) All future correspondence would be through E-mail ID, furnished by the applicant in the on-line application-form or by post as may be decided by ECIL.
- o) ECIL reserves the right to cancel / restrict / enlarge/ modify the recruitment process, if need so arises, without assigning any reason.
- p) Any Legal proceeding in respect of any matter / claim or dispute arising out of this advertisement and / or any application in response thereto can be instituted only limited to the Courts at GHMC (Kapra Circle) alone shall have exclusive jurisdiction.
- q) ECIL will not be responsible for any postal delay / loss in transit in submission of documents within specified time.
- r) In case of any ambiguity/dispute arises on account of interpretation in version other than English, English version will prevail.
- s) Canvassing in any form will be a disqualification.
- t) Only Indian Nationals need apply.

#### **HOW TO APPLY:**

1. Eligible candidates including **INTERNAL EMPLOYEES** have to submit 'ON-LINE' application through website: "<http://careers.ecil.co.in>". You can alternatively use [www.ecil.co.in](http://www.ecil.co.in) selecting '**Careers**' followed by **e-Recruitment** for getting connected to advertisement details. **The on-line application process will be operational from 20.06.2018 (1400 hrs.) to 04.07.2018 (1600 hrs.).**
2. The candidate can take a print-out of the blank application Proforma provided as a link on the main page, fill up the required information (in Capital letters) as per Proforma along with the application fee details and apply through on-line so that the data furnished is error-free.
3. After applying on-line, the candidate is required to take the print out of registered on-line application form with system generated application serial number. Please note down your application serial number for the post applied, for future reference without fail. The candidate can take re-print of his/her registered on-line application form before the last date for On-line registration. Write the system generated on-line application serial number on the ECIL copy of the Pay-in-slip form.



4. The candidate has to sign on print-out of on-line registered application form by affixing the recent colour passport size photograph (4 X 3 cms) and enclose the photo / attested copies of date of birth, educational qualifications, experience, Caste & Medical Certificate (applicable for PWD candidates only) along with ECIL's copy of Pay-in-slip invariably. The candidate can retain a copy of the registered on-line application form and candidate's copy of Pay-in-slip of application fee for future reference.
5. The candidate should write Advertisement No. **19/2018**, post number and system generated application number on the top of the envelope and send the duly filled in application form along with enclosures as indicated at Sl.No.4 to:

**Senior Deputy General Manager & In-charge, HR**  
Personnel Group, Administrative Office,  
ELECTRONICS CORPORATION OF INDIA LIMITED,  
ECIL (Post), Hyderabad - 500 062, **Telangana**

6. The eligible INTERNAL EMPLOYEES should apply through Online only. No manual application from Internal Employees will be accepted. He/She should take a print-out after completing the online registration process which should be forwarded by concerned Personnel Executive and HoD of the Division so as to reach recruitment section on or before the due date i.e. 16.07.2018. The Internal Employees are advised to go through the Internal Personnel Circular for full details with regard to eligibility for the post before applying along with procedure to follow on applying for the post scrupulously. The Internal Personnel Circular is also available on our **Website: <http://careers.ecil.co.in>**.
7. Please note that the registered on-line application form along with all the enclosures (hard copy) as indicated at Sl.No.5 above, **should reach ECIL on or before 16.07.2018 invariably without which candidature will not be considered for selection process.** The application (hard copy) received after this date will not be entertained.
8. The application is liable for rejection at any stage of the recruitment process, in case of suppression / furnishing false information / without enclosing necessary documents, including pay-in-slip / unsigned application etc.
9. The candidate has to write advertisement number, post name and On-line system generated application number for all future correspondence.

**Payment Process:**

**A. Making payment of Application Fee (where applicable) ONLINE-MODE:**

- Prior to payment of Application Fee, the candidate has to ensure his/her eligibility mentioned in the advertisement and proceed for payment of Fee;
- **If any mistake made by the candidate on payment of Application Fee;** will not be paid back under any circumstances ;

- General [UR] and OBC Candidates are required to pay a fee of Rs.500/- (Rupees Five Hundred only) as Application Fee subject to meeting the eligibility criteria as notified in the advertisement.

**Instructions for making payment through SBI Collect:**

- Click on the LINK PROVIDED on Home Page of Advertisement as “Online/Offline payment”
- Candidate will be redirected to:

**<https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=871058>**

- Click checkbox for terms and conditions and then click on Proceed.
- In Select Payment Category, select the appropriate post as per advertisement.
- After entering all the required details in the fields provided, candidate has to proceed for payment through online by Net Banking / Debit or Credit Card Payments;
- After remitting the fees, the candidate has to enter the SB Collect Reference Number in the column [field] provided in online Application column of “Journal number”, Branch Code - “02714”, Branch Name - “ECIL”, Date of payment and Amount under the “SBI payment details of Online / Offline field” and submit the application.
- Please note that it may take up to three working days to update the details of Application Fee. Once the details of payment of Application fee are received from Bank, the applicant can view these details using the "Application Fee Payment Details" link.

**B. Making payment of Application Fee (where applicable) OFFLINE [Pre Acknowledgement Payment (PAP) Form] :**

**Instructions for making payment through SBI Collect Offline:**

- Click on the LINK PROVIDED on Home Page of Advertisement as “Online/Offline payment”
- Candidate will be redirected to:

**<https://www.onlinesbi.com/prelogin/icollecthome.htm?corpID=871058>**

- Click checkbox for terms and conditions and then click on Proceed.
- In Select Payment Category, select the appropriate post as per advertisement.
- After entering all the required details in the fields provided, candidate to proceed for payment through OFFLINE by click on the “OTHER PAYMENT MODES” - SBI BANK BRANCH ONLY.
- Please print the Pre Acknowledgement Payment form and submit in any SBI Branch for payment.
- After remitting the fees, candidate is required to enter the SB Collect Reference Number as shown in the SBI [PAP] Pre Acknowledgement Payment Form has to be entered in online application as Journal Number, Branch Code, Branch Name, Date of payment and Amount under the “SBI payment details of Online/ Offline field” and submit the application.

**Note:** The payment of Application Fee through Online or Offline, the photo copy of Fee remittance has to be enclosed along with the requisite enclosures at the time of certificate verification process [wherever applicable].

**10. Candidate must upload his Photo, & Signature as per the following specifications:**

**i. Photograph Image:**

- Photograph must be a recent passport size colour picture.
- The picture should be in colour, taken against a light coloured, preferably Blue background.
- Look straight at the camera with a relaxed face.
- If you have to use flash, ensure there's no "red-eye".
- Caps, hats and dark glasses are not acceptable, religious headwear is allowed but it must not cover your face.
- ***Size of the file should be less than 50kb.***

**ii. Signature Imaging:**

- The applicant has to sign on white paper with Black Ink Pen.
- The signature must be signed only by the applicant and not by any other person.
- If the applicant's signature on the OMR Sheet at the time of the examination does not match the signature on the Attendance Sheet / Hall Ticket, the applicant will be disqualified.
- Size of the file should be less than 20kb.
- ***Ensure that the size of the scanned image is not more than 20kb.***
- The signature of the candidates should be in running hand and not in block or capital or disjointed letters. If the signatures are not matching either at the time of written examination or document verification before personal interview, the candidature of the candidate will be cancelled.

**MODE OF SELECTION: Personal Interview.**

The date, time and venue of interview will be intimated by e-mail / SMS. The candidates called for interview shall present mandatorily the following documents at the time of interview for certificates verification.

**DOCUMENTS REQUIRED AT THE TIME OF INTERVIEW:**

The following documents shall be produced in original with a set of photo copies for verification along with self-attested photo copies.

1. On-line registered application form duly signed and with recent colour passport size photo affixed.

2. All original certificates in support of his / her date of birth, identity (Govt. issued only like Aadhar, Driving License, Passport etc.), qualification, experience, latest caste & disability (PWD) certificates, Discharge Certificate (for Defense Personnel) if any along with a set of photo copies.
3. Category Certificate in support of SC/ST/OBC (Non-creamy layer), in the prescribed proforma as per Government guidelines and self-undertaking for OBC (Non-creamy layer) status in the prescribed format, a valid certificates for Persons with Disabilities (PWD); Discharge certificate in case of Ex-servicemen, if applicable.
4. If claiming age relaxation as candidate from J&K, relevant certificate.

**Failure to do so will entail summary rejection of his/ her candidature.**

**IMPORTANT DATES:**

a.	Commencement of on-line Registration of application by candidates	<b>20.06.2018 [1400 Hrs]</b>
b.	Last date for on-line registration of application by candidates	<b>04.07.2018 [1600 Hrs]</b>
c.	Last date of accepting registration forms (Hard copy) with required documents by post from candidates	<b>16.07.2018 [1600 Hrs]</b>
d.	Interview date	Will be communicated by mail to eligible candidates only or visit our website for more information.

**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 fall prey to such assurance or Exploitation and must not entertain or encourage such elements in any way; it is emphasized and re-assured that the selection exercise will be done on the basis of merit only and in transparent manner.

**Please Note:**

Corrigendum/Extension etc., if any, shall be published in our website [www.ecil.co.in](http://www.ecil.co.in) only. Also, for career opportunities in ECIL, please visit our website regularly.

**Advt. No. 19/2018**

**SDGM & Incharge, HR**