



Yantra India Limited
A Government of India Enterprise
Ministry of Defence
CIN-U35303MH2021GOI0365890

Detailed Advertisement for the post of Consultant on Contractual Basis

Last Date for Receipt of Applications – 27/04/2022.

Yantra India Limited (YIL) is a Public Sector Undertaking under Ministry of Defence, Government of India, with Corporate Hqrs at Nagpur (MH), incorporated vide MOD Order No. 1(5)/2021/OF/DP (PIg-V)/02 dated 24/09/2021, formed by transferring 08 production units and 05 non production units of erstwhile Ordnance Factory Board. It has vast core competency, resources, strength and expertise in manufacturing of ammunition hardware, fuses, Rocket Launchers, Composites, Various Ferrous and non-ferrous castings and materials.

YIL is looking for enterprising, dynamic and experienced '**CONSULTANTS**' to work in YIL at its Corporate Office in Nagpur. Applications in the prescribed format are invited for the following Post from Indian Nationals.

1. Details of Vacancy:

Name of the Post	Number of Post	Salary	Nature of Appointment	Age limit
Consultant	2(one for ferrous metallurgy and one for non-ferrous metallurgy)	As admissible for hiring of retired Govt. employees as per the Department of Expenditure OM No. 3-25/2020-E.III.A dated 09.12.2020 which allow remuneration of Last Pay Drawn minus pension plus TA drawn at the time of retirement (No D.A. component involved).	Employment on Full time Contractual Basis	The applicant should not have attained the age of 65 years on the closing date of applications and should be in good health for discharging his official duties effectively

2. Term of Appointment: Period of engagement will be initially for a period of one year, from the date he/she joins the office, which can be extended or curtailed at the discretion of the Competent Authority.

3. Total Emoluments: As admissible as per the Department of Expenditure OM No. 3-25/2020-E.III.A dated 09.12.2020 which allow remuneration of Last Pay Drawn minus pension plus TA drawn at the time of retirement (No D.A. component involved).

4. Qualifying Requirements

4.1. Essential Educational Qualification

- Bachelor Degree in metallurgy.
- The applicant should not have attained the age of 65 years on the closing date of applications and should be in good health for discharging his official duties effectively.
- The applicant should have retired from the rank of Additional General Manager from Ordnance factories or equivalent.
- The applicant should be well versed with the operations, procedures, rules/regulations/guidelines followed by the Ordnance factories.
- The applicant should possess good writing and communication skills.

4.2 Desirable: -Master Degree in Metallurgy shall be preferred.

4.3 Experience:

- Should have experience of Planning and Production of minimum 20 years in the field of melting/castings/forging/rolling/extrusion/heat treatment of ferrous and nonferrous metals.
- Should have experience of inducting modern plant and machinery with the aim to increase efficiency, quality and cost of production

5. Age limit on the last date of application: The applicant should not have attained the age of 65 years on the closing date of applications and should be in good health for discharging his official duties effectively.

6. Nationality: Candidate must be a citizen of India.

7. Place of posting : Nagpur & Muradnagar (Ghaziabad U.P.)

8. Working Hours:

Working hours will be as per the office timings of YIL Corporate Hqrs. i.e. 09:00AM to 06:00 PM (Monday to Friday). If required, as per exigencies of work, he/she would be asked to attend office on Saturdays or other Holidays without any additional compensation.

9. Job Profile: One consultant will be engaged at YIL/HQ at Nagpur, and the other at Ordnance factory Muradnagar, Gaziabad, UP in the field of Planning & Production. He/She shall monitor the production of all units of YIL and shall coordinate with sister DPSUs and related factories. He shall also render his advices in the field of R&D, modernisation of plant and machinery; cost reduction, business prospects etc.

10. How to apply

(i) Interested candidates shall submit their application form (in Hard Copy) as per the prescribed format attached hereto, and post them through speed post/courier service to the **Director (HR), YANTRA INDIA LIMITED**, Corporate HQ, Yantra India Limited, (OFIL Campus) Ambajhari, Nagpur – 440021, Maharashtra. In addition to application by speed post/courier, an advance scanned copy of the application form along-with the enclosures is to be sent to **careers@yantraindia.co.in**, clearly mentioning in the subject heading 'APPLICATION FOR THE POST OF CONSULTANT'

(ii) Hard copy of the Application is to be submitted along-with 2 self-attested recent passport size photographs (in 4.4. cm x 5.8 cm dimensions). The applicant should affix his/her one photograph on the application in the space provided and the second one should be attached with application form but not pasted (with full name written on the backside for identification). Self-attested copies of documents/certificates in support of claim regarding age, qualification, experience etc. are also to be attached with application form.

(iii) Non-attachment of required documents as per application format will be treated as incomplete application and will be rejected forthwith.

(iv) It is mandatory to fill all the relevant information such as qualification details, experience details, percentage of marks etc.

(v) In case of any variation in Name/ surname/name, spelling mentioned in the Application cum Bio- data and in educational/ professional qualification certificates, application will be liable to be cancelled.

(vi) Applicant is requested to enter his/her active email address and mobile phone number which should be valid at least till the interviews are held, as all important communications will be sent to this email id and Mobile number.

(vii) YIL management will not take any responsibility for any delay in receipt or loss in postal transit for any application or communication.

(viii) The decision of YIL in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of examination (s) and interview (s) and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

11. Selection Process:

Selection to the above post will be based on performance in personal interview and meeting of required Educational Qualification and Experience criteria. Shortlisted candidates, after scrutiny of documents and application form will be called for the personal interview. (List of shortlisted candidates will be published on YIL website www.yantraindia.co.in. The Competent Authority may enhance the criteria for qualification and/or experience or may also decide conducting Written Test to shortlist the candidates for interview in the event of large no. of candidates fulfilling the eligibility criteria particularly to the above mentioned post.

Documents to be attached with the Application: -

1. Class 10th Marksheet or any other legal proof for age.
2. Graduation Certificate. (Bachelor degree in metallurgy)
3. Post-Graduation certificate (if any).

4. Experience Certificate/s in chronological order.
5. Any one of the Photo identity proof viz. Aadhar card/ PAN Card/Valid Driving License / Voter ID/Government issued ID.
6. Candidates are advised to enclose clear and legible documents/certificates to avoid rejection at screening stage. These documents will be subjected to further verification with the original documents at the time of interview.

The following original documents will be verified at the time of interview. Non Production of original documents will debar the candidate from appearing for the interview.

a. Date of Birth (DoB) proof:

10th Std Passing Certificate indicating Date of Birth.
OR School Leaving Certificate.

b. Qualification

(i) All Certificates/Mark Sheets in support of Educational/Professional Qualification, as prescribed.

c. Experience Certificates.

i. Past Employment:

- Experience letter indicating date of joining as well as relieving.

ii. Current Employment

- Last pay slip received
- Copy of PPO

d. All other certificates as per the application submitted. Note - Authenticity of documents submitted will be decided at the time of interview.

12. General Instructions and terms & conditions for the candidates:

- During the contract period, no other assignment/consultancy of any type will be accepted by the consultant.
- The consultant will maintain highest standards of integrity, transparency, competitiveness, economy and efficiency while working as consultant in this Department.
- The consultant shall maintain absolute confidentiality and secrecy of the information handled by him/ her during the contract and even after termination of contract, failing which the consultant will be liable for suitable action.
- The consultant will be governed by the Official Secrets Act, 1923, as amended from time to time and will not disclose to any unauthorized person(s) any information/data that may come to their notice during the period of their engagement as 'Consultant' in the YIL.
- The normal working hours shall be from 9.00 am to 6.00 pm. However, in exigencies, he/she may be called for services on holidays or beyond normal working hours, for which, no extra compensation, shall be admissible.
- The consultant will have to mark his attendance in Aadhar enabled Biometric Attendance System.
- Paid leave of absence may be allowed at the rate of 1.5 days for each completed month of

service. Accumulation of leave beyond a calendar year shall not be allowed.

- 'No work no pay' will be applicable during the period of contract, if more than prescribed leave will be taken.
- YIL reserves the right to terminate a Consultant's engagement at any stage in the event of a serious failure to perform tasks assigned or on failure to observe any standards of conduct by giving one month's notice or pay in lieu thereof on either side.
- YIL reserves the right to accept or reject in part or full or all the responses without assigning any reasons whatsoever.
- Decision of selection Committee will be final and binding on all applicants.
- The finally selected candidate will have to sign a contractual agreement with YIL.
- The Contract shall not confer any rights or claim of extension/absorption in the Company.
- The decision of the YIL about the mode of selection, short listing of candidates for written test/interview etc. shall be final and binding. No correspondence will be entertained in this regard.
- The candidates called for interview shall be required to produce original documents relating to educational qualifications, experience etc. for verification at the time of interview. If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents or he/she is found ineligible for the post applied or any other claim made in his application if found to incorrect, he/she will not be allowed to appear in the interview and his/her candidature will be treated cancelled.
- Candidates are advised in their own interest that they should not furnish any documents or information that is/are false, tampered, fabricated and they should not suppress any material information while filling up the application Form.
- At any stage of appointment or later, if a candidate is or has been found guilty of any misconduct such as:
 - a) Impersonating or procuring impersonation by any person; or
 - b) Resorting to any irregular means in connection with his/her candidature during selection process; or
 - c) Using undue influence of his/her candidature by any means; or
 - d) Submitting of false certificates/documents/information or suppressing any information at any stage.

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13. Last date to apply: - 15 days from the date of publication of advertisement in New Papers.

14. Contact Us:

In case of any problem faced by the candidates in filling up the application, they may contact to HR department of YIL over phone number: 0712-2393832 between **9 AM to 6 PM on any working day, i.e., Monday to Friday.**

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DIRECTOR (HR)
Yantra India Limited
(A Govt. of India Enterprises)
Ministry of Defence
Ambajhari, Nagpur-440021

APPLICATION FORM FOR THE POST OF CONSULTANT : PERSONAL DETAILS

Name (in full and BLOCK CAPITALS)		Please paste a recent colour passport size photograph	
Father's / Spouse Name			
Gender			
Nationality			
Date of Birth:		Age as on 01/04/2022	
Aadhar No.		Languages Known	
PAN No.		Identification Proof	

Address for communication

House No./Flat no.			
Street			
Nearest Rly. Station			
Post office		Pin code	
District		State	
Mobile No.		Email ID	

Education Qualification (from Graduate level onwards)

Course	Specialization (if applicable)	Year of Passing	Name of the Institute	Board/ University	% of Marks
Graduation					
Post-Graduation(if any)					

Post Qualification Experience

Sl. No.	Name of the Organization	Type of organization (Central Govt./State Govt./PSU/Autonomous Body)	Grade/ Designation	Pay level/ Basic Pay per month	Period		Total Period
					From	To	

Details of Computer/IT Skills: _____

सशस्त्र सेनाओं का सशक्तिकरण

Note:

1. Please sign across the photo pasted on the first page of Application Form.
2. The candidate is required to fill up all the columns and wherever no information is to be furnished, 'N/A' should be mentioned. Incomplete and improperly filled in Applications are liable to be rejected. No further correspondence will be entertained in this respect.
3. Self-attested photocopies of all the documents specified in the notification should be attached with the application.
4. If space becomes a constraint, the information may be attached in a separate sheet as per the prescribed format.
5. The candidates would be required to present themselves along with the above mentioned documents in original plus two copies (self-attested) at the time of the interview.

Declaration

I, _____, do hereby declare that the above information as furnished by me is true to the best of my knowledge and belief. If any of the information as furnished above is found to be incorrect, my candidature for the post applied is liable to be cancelled at any stage of the selection process.

I also certify that I am not facing any charge nor have been convicted in any corruption/ illegal gratification/criminal case and also I have not been dismissed or removed or compulsorily retired from the services of my previous Organization(s).

Place: _____

Signature of the applicant

Date ___/___/___