



requires

WELFARE OFFICERS

Rectt. Advt. No. 04/2015

Rashtriya Ispat Nigam Limited-Visakhapatnam Steel Plant, a Navratna Company under the Ministry of Steel, Government of India, invites applications from qualified, experienced and competent personnel to function as WELFARE OFFICERS as per "AP Factory Rules 1950" / "Mines Rules 1955".

Post Code	Post	Scale of Pay and Grade	Vacancies	Post-qualification experience	Upper age limit (as on 01.04.2015)
101	Asst. Manager (E-2) / Jr. Manager (E-1) (HR)	₹ 24,900-3%-50,500/-(E-2)/ ₹ 20,600-3%-46,500/-(E-1)	20 (UR-11; OBC-5; SC-3 & ST-1)	3 years (E-2) 2 years (E-1)	35 years (E-2) 30 years (E-1)

- * The upper age limit will be relaxed by 5 (five) years in case of SC/ST and 10 years in case of PWD candidates.
- * The upper age limit will be relaxed by 3 (three) years in case of OBC candidates.

Note : In case candidates with suitable experience are not available for E-2 grade, candidates with less experience will be considered with corresponding designation and grade.

Three (03) of the selected candidates may be posted at Madharam Dolomite Mines / Jaggayyapeta Limestone Mines.

ALLOWANCES AND BENEFITS

The selected candidates will normally be placed at the minimum of the pay scale and will be on probation for a period of one year. In addition to Basic Pay, they would be entitled to Industrial Dearness Allowance, Perks and allowances under Cafeteria Approach @ 46% of the basic pay (after adjusting the recurring expenditure on maintaining and running infrastructure facilities), Leave and Encashment of Earned Leave, Contributory Provident Fund, Gratuity etc. It may be noted that the retiral benefits like CPF, Gratuity etc., are payable only on separation (resignation / termination not included) of the employee from the services of the company. In addition to the above, the Company offers free Medical Treatment for Self, Family and Dependant parents. Further, the candidates would be entitled to Performance Related Pay (depending on the Company's profit, MoU Rating and individual's performance) and HRA in case he/she is not provided with quarter in the Company's Township. The approximate CTC will be as under:

Grade	CTC
E-2	₹9.29 lakhs per annum
E-1	₹7.68 lakhs per annum

QUALIFICATION AND EXPERIENCE (as on 01.04.2015):

The requisite qualification and experience for the posts are given below:

Post	Qualification	Experience
Asst. Manager (E2) / Jr. Manager (E1) HR	Candidates shall be eligible as per "AP Factories Rules 1950" / "Mines Rules 1955" for appointment as "Welfare Officer" and shall possess the following: A Full Time Regular Bachelor's Degree in Arts / Science / Commerce or in Law of any University; AND A Full Time Regular Degree or Diploma in Social Science or Social Work or Industrial Relations & Personnel Management covering Labour Welfare, as special subject, of not less than two years duration, conducted or recognized by the Government; and Adequate knowledge of Telugu Language.	Candidates should have experience of minimum 3 years for E-2 and 2 years for E-1, in Personnel Management, Industrial Relations and HRD Sub-Systems such as Manpower Planning, Performance Appraisal, Career and Succession Planning, etc. Candidates should have requisite experience in all matters connected with Employee Welfare, Industrial Relations, Wage Administration etc. Candidates should be able to monitor all statutory requirements.

NOTE: Candidates from PSEs / Government Sector should have served minimum years in the immediate lower pay scale as indicated below (or equivalent). Candidates from private sector should be drawing total monthly emoluments not less than amount indicated below and shall enclose latest true copy of Form-16 under Income Tax Act along with their application as proof of emoluments.

For eligibility to	For PSE / Govt Sector Companies			For Private Sector Companies
	Years of Service in			Minimum monthly emoluments
	Scale (₹)	Grade	Years	(₹)
E-2 grade	20,600-3%-46,500/-	E-1	3	45,000
E-1 grade	16,400-3%-40,500/-	E-0	1	35,000

SELECTION PROCESS:

Selection will be through interview to be held at Visakhapatnam.

HEALTH

Candidates should be of sound physique, free from any physical defect. Medical standards stipulate minimum requirements of Height and Weight, as under:

	Male	Female
Height	150 cms	143 cms
Weight	45 kgs	35 kgs
Myopia and Hypermetropia	-8.00D or +6.00D in each eye	

No relaxation in the above standards will be allowed. The above physical standards are only indicative and not exhaustive. It is in the interest of the candidates to ensure that they fulfill the above criteria.

APPLICATION FEES (for other than SC/ST candidates):

- ₹ 300/- (Rupees Three Hundred only).
- Fees must be deposited in “RINL-RECRUITMENT Account No. **30589461220**” at any of the core banking branches of **State Bank of India** in the prescribed **Challan**. No other form of payment is accepted.
- Format for **Challan** is available in the website www.vizagsteel.com on the link **Careers**.
- Candidates have to pay maximum bank commission @ ₹ 25/- per Challan for depositing fees at other than SBI, Steel Plant Branch, Visakhapatnam, Branch Code 6318.
- Candidates must fill-up the SBI Branch name, Branch Code, candidate’s name and date of birth carefully in the Challan and sign at the place “Deposited by _____”.
- Last date for deposit of application fees is **25th May 2015**.
- Candidates should mention in the appropriate column in the application form the details of SBI branch, Branch code, City, date of deposit and the Journal Number.
- Candidates should submit original counterfoil of the Challan (VSP copy) along with their Application Form.
- Fees once deposited into RINL’s account will not be refunded under any circumstances, even if the candidate is rejected on scrutiny or application not received in time due to postal delay / loss.
- The candidate should retain his/her copy of the counterfoil of the Challan for future reference.

HOW TO APPLY

Interested eligible candidates should apply giving full particulars as indicated in the prescribed format available on the website www.vizagsteel.com on the link **Careers**.

Application in the prescribed format filled-up in BLOCK CAPITAL LETTERS in **ENGLISH**, duly signed and along with photograph (self attested) affixed on it should be sent by **Speed Post / Registered Post / Courier** in a sealed cover by super scribing the envelope “APPLICATION FOR THE POST OF _____” to “**AGM(HR) I/c-Recruitment, Room No. 233, Main Administration Building, Rashtriya Ispat Nigam Limited, Visakhapatnam Steel Plant, Visakhapatnam – 530 031**” so as to reach latest by **25th May 2015**.

Candidates must enclose along with their applications self attested copies of certificates/ testimonials relating to:

- i) Age (SSC/Matriculation certificate)
- ii) Educational qualifications
- iii) Experience
- iv) Category certificate {for SC/ST/OBC(Non-Creamy Layer) candidates}
- v) Original counterfoil of the challan (VSP copy) – [other than SC/ST candidates]
- vi) NOC (in case of working in Govt. Sector)
- vii) Proof of pay (in case of PSUs/Govt. Sector) / Latest Form 16 (in case of Private Sector)
- viii) Copy of application fee payment challan
- ix) Copy of PAN Card

GENERAL TERMS AND CONDITIONS:

1. Only Indian Nationals are eligible to apply.
2. Candidates belonging to OBC category but coming in Creamy Layer will not be entitled to the benefit of reservation and should apply as general category candidates.
3. Candidates not depositing exact amount of application fees will be rejected.
4. Candidates must attach with the application, challan (VSP copy), documentary evidence in support of age, educational qualifications, experience and Caste certificate (in case of SC/ST/OBC). All certificates / testimonials should be in English or Hindi.
5. Depending on the requirement, the Company reserves the right to cancel/restrict/enlarge/curtail the recruitment process without any further notice and without assigning any reason thereof.
6. Incomplete / illegible / unsigned / multiple applications, applications not in the prescribed format or without photograph or those received after last date will be rejected.
7. Candidates are advised to ensure while applying that they fulfill the eligibility criteria and other requirements mentioned in this advertisement and that the particulars furnished by them are correct in all respects. In case it is detected at any stage of recruitment process that the candidate does not fulfill the eligibility criteria and/or does not comply with other requirements of this advertisement and/or he/she has furnished any false/incorrect information or has suppressed any material fact(s),

their candidature is liable to be rejected. If any of the above shortcomings are detected, even after appointment, their services are liable to be terminated without any notice.

8. All qualifications should be from a recognized Board/University/Institution in India. All certificates/ testimonials should be in English or Hindi.
9. To & fro rail fare (3rd A/C) by the shortest route will be reimbursed for attending Interview on production of proof of journey.
10. The final selection is subject to the candidates being found medically fit as per Company's Medical Rules.
11. The decision of RINL-VSP in all matters relating to eligibility, acceptance, rejection of the application, mode of selection, interview, verification of testimonials and selection will be final and binding on the candidates and no enquiry or correspondence will be entertained in this regard.
12. Candidates working in Govt. / Semi-Govt. / Public Undertakings will have to produce "No Objection Certificate" from the present employer at the time of interview.
13. Our contact details are **Telephone No. 0891-2740405** and email id: recruitment@vizagsteel.com
14. RINL shall not be responsible for any postal delay / loss in transit at any stage of the recruitment process. No request in this regard will be entertained.
15. Canvassing in any form shall disqualify the candidature.
16. Any candidate submitting any false declaration/certificate or indulging in malpractices during selection process will be disqualified and also debarred from future recruitments.
17. Complaints, if any, regarding the above recruitment may be lodged on Vigilance Toll Free Number 1800 425 8878 and/or on our website www.vizagsteel.com under the link "Contact Us" – Vigilance.
18. In case of any dispute, the case shall be settled in the Courts of Visakhapatnam only.

Date: 6th May 2015
RINL-VSP