

MECON LIMITED
(A PSU under Ministry of Steel, Govt. of India)
H.O: Doranda, Ranchi-834002

Ref. Adv. No:11.73.4.3/2017/Reg/06 dated : 20.12.2017

Advertisement for Contractual Engagement of Personnel on Full Time Fixed Tenure Basis

MECON, A Premier Miniratna, Schedule "A", Govt. of India Enterprise under Ministry of Steel, providing Engineering, Consultancy, Contracting and Project Management Services invites application from committed; result oriented, suitably qualified and experienced individuals for the following position purely on Full Time Fixed Tenure (FTFT) contract basis. The details of post and eligibility criteria are indicated below:

1. Post, Age, Qualification, Experience, Emoluments (All Inclusive), Duration of Contract:

Post	Age Limit (as on 01.01.2018)	Qualification	Experience (Post Qualification in relevant field)	Remuneration Per Month(All Inclusive)	Duration of Contract
Junior Executive (Hospitality)	30 Years	Degree in Hospitality or Hotel Management or equivalent / Diploma (three years) in Hospitality or Hotel Management or equivalent with minimum 60% marks from University duly recognised by AICTE /UGC.	Minimum two (02) years experience in handling the hospitality/guest house management in an established organization /institution.	Rs. 35,000/-	03 (Three) years

*** Note:**

- 1. The qualification acquired through correspondence mode shall not be considered.**
- 2. The Age and Experience may be relaxed for deserving candidates which is at the sole discretion of the Management. The monthly remuneration may be increased at the sole discretion of management for deserving candidates.**

2. Duration of Contractual Engagement:

The contract period is for a Maximum period of 03(three) years not beyond, **renewable after every spell of 01(one) year based on satisfactory performance with an annual increment of Rs. 1000/- each year.** However, the period of contractual engagement can be reduced/ terminated due to unsatisfactory performance of the individual or project requirement/progress.

3. Reservation:

Reservation and relaxations shall be allowed in accordance with Govt. of India directives.

4. Application Fee:

A non-refundable 'Account Payee' demand draft for Rs. 500/- drawn in favour of MECON Ltd. on any Nationalized Bank payable at Ranchi is to be enclosed along with the prescribed application form. No other

mode of payment is acceptable. Candidates should mention their name and address on the reverse side of the Demand Draft. No fee is payable by SC / ST candidates and persons with disability (PWD).

5. **Last date of receiving application form: 31.01.2018.**

6. **Procedure of Application :**

Interested candidates meeting the above requirements may apply by visiting Careers section of our website www.meconlimited.co.in. Candidates may download the application form and send it duly filled in after affixing recent passport size photograph along with self attested copies of all the Certificates and Testimonials in support of his/her application, by Registered post/Courier/ Speed Post to Deputy General Manager I/c (Personnel), MECON Limited, Vivekananda Path, At /PO : Doranda, Ranchi-834002 (Jharkhand). The envelope containing the application shall be superscribed as **“Name of the post applied for, Advt. No. & date”**.

7. **Selection Mode:** Personal Interview. The management at its discretion may change the mode of selection if required.

8. **GENERAL CONDITIONS :**

- The engagement is purely contractual in nature and shall not confer any right on the candidate for regularization in MECON Ltd.
- Incomplete applications/ improperly filled application form shall be liable to be rejected.
- Candidates should satisfy themselves that they fulfil criteria of required qualifications, experience, age etc as mentioned in the advertisement before applying for the post.
- Wherever CGPA/OGPA/DGPA/SGPA or Letter Grade in a degree is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University /College/ Institute. A supporting document from respective University/College/Institute towards grade to percentage conversion is required to be produced at the time of interview. In the absence of such information, applications are liable to be rejected.
- The eligibility criteria of 60% marks under educational qualification means total cumulative marks for all the year/semesters/trimesters (as applicable) taken together.
- Mere submission of application and fulfilling the eligibility criteria does not confer right to any person to appear for interview and/or employment.
- No correspondence shall be entertained about the outcome of the application.
- The joining of the candidate shall be subject to being found medically fit duly certified by the CMO I/c Ispat Hospital Ranchi.
- Management reserves the right to cancel the advertisement/ selection process any time without any prior information.
- Candidates called for interview should produce all original documents at the time of Interview/test, failing which such candidates shall not be permitted to appear for the interview.
- Candidature of a candidate is liable to be rejected at any stage of recruitment process or after recruitment or on joining, if any information provided by the candidate is found to be false or is not found to be in conformity with eligibility criteria mentioned in the advertisement.
- Canvassing in any form shall disqualify the candidate.
- Any update, corrigendum etc of this advertisement shall be posted on our website only. Hence candidates are requested to keep in regular touch with our website www.meconlimited.co.in.
- Only Indian Nationals are eligible to apply.
- Any dispute with regard to the recruitment against this advertisement shall be under the jurisdiction of Ranchi (Jharkhand) district court only.

Note: Those candidates who have applied for the post of Junior Executive (Hospitality) against our Adv. No.11.73.4.3/2017/Reg/02 dated 28.02.2017 to be read with Corrigendum-1 dated 21.03.2017 need not apply.