

**Advertisement No.: KPT/IHC/SRD/2024-01****Date: 02-12-2024****SPECIAL RECRUITMENT DRIVE FOR FILLING UP OF SPECIALIST DOCTORS AT KORAPUT DIVISION**

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**1. ABOUT THE COMPANY:**

**Hindustan Aeronautics Ltd (HAL)** is a **Maharatna** Public Sector Undertaking, under Ministry of Defence (MoD), Government of India (GoI) and a Premier Aeronautical Complex in Asia, propelling the 'Make in India' dream of the Country by undertaking design, production, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Accessories, Avionics and Systems. HAL has 21 Production Divisions, 9 R&D Centres and one Facilities Management Division, spread across seven States and nine geographical locations in India

This advertisement is for recruitment of specialist doctors for the **Industrial Health Centre (IHC)** of **Koraput Division** of HAL located in Odisha. The IHC provides Out-patient and In-patient treatment facilities to the residents of the Division. The IHC also caters to the medical requirements of the villages in its vicinity.

The IHC is well equipped with Operation Theatres for laparoscopic, Eye, ENT, Gynecology, Obstetrical and general surgeries. The IHC also has a Minor Operation Theatre, a Dental Clinic, ENT Clinic, Pathological Laboratory, ECG and X-Ray Units, ICU, Industrial Health Clinic, Immunization Clinic, Physiotherapy and Blood Bank.

**Koraput Division**, a unit of HAL's vast network, situated at Sunabeda, Koraput District, Odisha. The Division is spread across over 3000 acres of sprawling campus. The Division can be reached by Road from Visakhapatnam and by Railways from Visakhapatnam and Koraput. Nearest Airports are at Visakhapatnam, Andhra Pradesh and Jagdalpur, Chhattisgarh.

**2. DETAILS OF POSTS:**

Sl. No.	Name of the Post	Grade	No. of vacancies	Reservation	Pay Scale	Essential Qualification & Experience
i)	Sr. Medical Officer (Orthopaedics)	III	01	OBC (NCL)-01	₹ 50000/- 3%- 160000/-	MBBS + Post Graduate Degree / DNB (in Relevant Specialization)
ii)	Sr. Medical Officer (General Medicine)	III	02	OBC (NCL)-01 SC - 01		(or) MBBS + Post Graduate Diploma (in Relevant Specialization) with one-year post qualification experience
<b>Total</b>			<b>03</b>			

Post Qualification experience refers to experience after acquiring the professional qualification (in relevant specialization) only and not otherwise.

If applicants possess MBBS+PG Diploma and working in CPSUs / State or Central Govt organizations, they should have minimum one-year experience in the next below grade or in equivalent post.

## **PWBD SUITABILITY & FUNCTIONAL REQUIREMENT**

The details of posts identified suitable for Persons with Benchmark Disabilities (PwBD) and Physical (Functional) Requirement are mentioned below: -

<b>Sl. No.</b>	<b>Name of the Post</b>	<b>PwBD Suitability</b>	<b>Physical (Functional) Requirements</b>
i)	Sr. Medical Officer (Orthopaedics)	SD/SI	S, ST, W, BN, MF, SE
ii)	Sr. Medical Officer (General Medicine)	OL, SDD/SID, SD/SI	S, ST, W, BN, MF, RW, SE

### **ABBREVIATIONS USED**

OBC (NCL) - Other Backward Class (Non Creamy Layer); SC - Scheduled Caste; ST - Scheduled Tribe; EWS – Economically Weaker Sections.

OL - One Leg; SD/SI - Spinal Deformity/Spinal Injury without any associated neurological / limb dysfunction; SDD/SID - Spinal Deformity/Spinal Injury with associated neurological / limb dysfunction of respective locomotor disability;

S=Sitting, ST=Standing, W=Walking, BN=Bending, MF=Manipulation by Fingers, RW=Reading & Writing, SE=Seeing

### **3. AGE LIMIT & RELAXATIONS**

- a) Upper age limit is **35** years for Un-Reserved (UR) /General Category candidates as on 30-12-2024
- b) Upper Age limit is relaxable by 5 years in respect of SC / ST candidates. Name of the caste / tribe to which candidate belongs must appear in the Central List of SC / ST of respective State as notified by Ministry of Social Justice and Empowerment, Govt. of India. The Caste / Tribe Certificate must contain date of issue and the name of the caste / tribe should be spelled exactly in the same manner as appearing in the Central List.
- c) Upper Age limit is relaxable by 3 years in respect of OBC (NCL) candidates. Name of the caste to which candidate belongs must appear in the Central List of Other Backward Classes of respective State as notified by Ministry of Social Justice and Empowerment, Govt. of India for Appointment to Posts under GOI and Central Govt. Public Sector Undertakings. The Certificate must contain date of issue and the name of the caste should be spelled exactly in the same manner as appearing in the Central List. The OBC (NCL) Caste Certificate being produced at the time of document verification should not be older than 6 months as on 30-12-2024.
- d) In respect of Persons with Benchmark Disabilities (PwBDs), Upper Age limit is relaxable by 10 years, which will be over and above the relaxation admissible for candidates belonging to SC / ST / OBC (NCL) categories. Relaxation of age limit is applicable for PwBDs irrespective of the fact whether the post is reserved or not, provided the post is identified as suitable for persons with benchmark disabilities. The persons claiming age relaxation under this provision shall produce a certificate in the prescribed format under RPWD Act 2016 and RPWD Act Rules 2017 in support of their claims. The document should clearly indicate that the degree of physical disability is 40% or more.
- e) Upper age limit is relaxable by 5 years in respect of the Candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01.01.1980 to 31.12.1989
- f) Relaxation in age limit in respect of Ex-Servicemen and Serving Officers of Armed Forces (viz. Indian Air Force, Indian Army and Indian Navy) will be extended as per rules of the Company, subject to post(s) reserved.
- g) Upper age limit with all relaxations shall not exceed 55 years, except for candidates belonging to PwBD category. For PwBD candidates, the upper age limit with all relaxations shall not exceed 56 years.

#### 4. REMUNERATION:

The details of remuneration to the selected candidates will include the following;

Sl. No.	Component of Remuneration	Figures
1	Basic Pay (Grade-III)	Rs. 50000 - 3% - 160000
2	Dearness Allowance in IDA pattern	In % of Basic Pay, Current DA is 47.7%
3	Perquisites & Allowances under Cafeteria system	35% of Running Basic Pay
4	Non-Practicing Allowance (NPA)	20% of Running basic pay
5	Special Compensatory Allowance (SCA)	10% of the Pre-Revised Basic Pay
6	Annual Increment	3% of Basic Pay
7	Performance Related Pay (PRP)	Upto 20% of Annual Basic Pay

#### 5. OTHER EMOLUMENTS:

- a) Rent-free accommodation will be provided.
- b) Provident Fund, Payment of Gratuity, HAL Defined Pension, Casual Leave, Vacation Leave, Medical facilities for self and dependent family members, uniform, Shoes, Jacket/jerkin, sweater, spectacles, etc., will be admissible as per Company Rules.
- c) Financial Assistance Scheme for Dependents of Deceased Employees: Assured regular monthly financial support to the dependent beneficiaries of the employees who die while in service, to enable them to lead a normal life.
- d) Group Insurance Scheme (GIS), Group Personal Accidental Insurance (GPAI), Employees Group Life Insurance (EGLI) and Employees Benevolent Fund with an assured sum to the beneficiaries of the employees.
- e) The fixation of pay, in case of PSU / Government Department / Armed Forces candidates who are currently employed with Government Department / PSU, will be done in accordance with the extant rules at HAL. Fixation of pay in case of candidates from Private sectors will be at the minimum of the pay scale.

#### 6. SELECTION PROCESS:

- a) Eligible candidates short-listed based on the initial screening, relevance of experience and other credentials possessed only will be called for personal interview.
- b) Candidates applying for the aforesaid Posts are required to meet the stipulated criteria w.r.t Qualification and the Post Professional Qualification Experience as an Executive or in the capacity of an Executive unless specified otherwise. Candidates shall produce requisite documents to this effect during the document verification prior to the Interview.
- c) Candidates will be shortlisted and called for Interview in the ratio of 1:10 (Maximum) as per the Rules of the Company. In case number of candidates fulfilling the minimum eligibility criteria for the Posts advertised are more than the ratio of 1:10, then the candidates possessing more relevant experience will be considered first. In case of tie in the relevant experience, the candidates who secured more marks in the qualifying examination (i.e. Qualification prescribed for the Post) will be considered first. In case marks are also same, Candidate who is elder or senior in age is to be considered first. The entire selection process (including qualifying marks) will be governed by the extant Recruitment Rules (Recruitment Manual) of the Company, uploaded on the HAL Website and as amended from time to time.
- d) Date, Time and Venue of the Interview will be intimated to the short-listed candidates only via email. The list of Short-listed Candidates will be hosted on HAL Website.
- e) The suitability of the Shortlisted Candidates for selection to the Posts notified will be assessed by a Selection Committee by way of Interview, on the parameters of (i) Knowledge of the job for which the candidate is being interviewed, (ii) General Knowledge particularly in spheres allied to or connected with the post or job where the candidate is engaged and the post applied for and (iii) Personality of the Candidate, in addition to the Educational Qualification(s) and the PPQE possessed by the Candidate, as indicated in the Application Form.
- f) Merely meeting the qualification and/or PPQE requirements (in the Capacity of an Executive) as indicated in the advertisement will not entail right for shortlisting of the application for the Interview.
- g) Age and Post Professional Qualification Experience will be reckoned as on 30-12-2024.

## 7. GENERAL CONDITIONS/INSTRUCTIONS:

- a) Only Indian Nationals are eligible to apply.
- b) Mere submission of application will not entail right for claiming appointment in HAL. Before applying, the candidates should satisfy themselves regarding the eligibility criteria specified for the post.
- c) HAL reserves the right to restrict/enlarge/modify/alter the requirements advertised, if need so arises, without issuing any further notice or assigning any reason thereto. HAL also reserves the right to raise the eligibility criteria to restrict the number of candidates to be called for Interview. The number of vacancies indicated in this notification is provisional and may increase or decrease or even become NIL depending upon the actual needs of the Company. HAL also reserves the right to cancel the notified vacancies at its discretion and such decision will be final and binding on all. In the event of cancellation of notified vacancies, the application fee paid by the candidates will not be refunded.
- d) Candidates possessing Basic and Qualifying Degrees, acquired through Regular Full-Time courses will only be considered. Candidates possessing qualifications acquired through Correspondence / Distance Education / Part Time / E-learning will not be equated with Regular Full Time courses and are not eligible to apply.
- e) The percentage of marks in the essential qualification shall be aggregate of all semesters/years to be calculated taking average of all semesters/years, irrespective of the weightage given to any particular semester/year by the Institute/University. No rounding-off will be done. Wherever CGPA/OGPA or letter grade, etc. in a degree is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University / Institute. Candidates are required to submit relevant documents in Original to this effect from the University / Institute at the time of interview.
- f) All qualifications should have been acquired from Indian Universities/ Institutes recognized by appropriate statutory authorities. The candidate should have registered their qualification with any State Medical Council under National Medical Commission (NMC) formerly known as Medical Council of India.
- g) Candidates belonging to SC/ST/OBC(NCL)/EWS/PwBD/XSM categories are required to submit copies of Caste Certificates / Income & Asset Certificate / Disability Certificate / Discharge Certificate, as applicable, issued by the Competent Authority in the prescribed format at the time of Interview / Document Verification. However, copy of the relevant document/s available may be attached with the application. The same shall be produced in original at the time of interview.
- h) For getting reservation benefits under the OBC(NCL) category, the following are required to be adhered to:
  - (i) The candidate must belong to Non-Creamy layer;
  - (ii) The name of caste and community of the candidate must appear in the 'Central List of Other Backward Classes';
  - (iii) The name of the caste and community of the candidate in the Caste Certificate shall match with that in the Central List of Other Backward Classes and not otherwise;
  - (iv) The candidate must furnish an OBC(NCL) Certificate as per the Format prescribed by the Govt. of India (not older than six months as on 30-12-2024) from the Competent Authority, at the time of Document Verification / Interview.
- i) Candidates employed on Regular or Contractual or on Contract basis in Central Government or State Government Departments or Public Sector Enterprises or Autonomous Organization or Quasi Government Organizations or Armed Forces or Para-Military Forces, etc. shall produce **No Objection Certificate (NOC)** at the time of the Document Verification, if shortlisted for Interview, from their respective Employer. However, in case the provision of NOC does not apply to the terms and conditions of a Candidate's current employment, necessary document(s) citing the same issued by the respective employer shall be produced to this effect at the time of Document Verification prior to the Interview. Candidates who fail to submit NOC, in applicable cases, or Document(s) with respect to non-applicability of NOC, as cited above, at the time of document verification prior to the Interview will not be permitted to appear for the Interview and will not be eligible for payment / reimbursement of Travelling Allowance
- j) Candidates found eligible to appear for Interview will be reimbursed / paid train fare / Bus fare from the contact/ mailing address to the venue of interview by shortest route, on production of proof of journey as per rules of the Company.
- k) Post Professional Qualification Experience (PPQE):
  - i) In case of experience possessed by candidates engaged on contract basis directly by PSUs/Central/State Governments, experience certificate is to be produced from such

PSUs/Central/State Government etc., indicating the contract engagement. As regards NOC, the same needs to be in line with the Terms & Conditions of contract engagement and Rules applicable for such contract engagement in the concerned organization.

- ii) In case of experience possessed by candidates engaged on contract basis directly by Private Organizations, experience certificate is to be produced from such organization indicating the contract engagement. Such experience will be considered subject to scrutiny in terms of nature of experience, responsibilities, assignments, etc.
  - iii) Applicants having work experience in Private Sector Organizations are required to submit an experience certificate in the letter head of the Company. The letter head of the Company should have details of the Company.
  - iv) The experience possessed by candidates in the executive cadre of the concerned PSU/Central/State/Private Organizations only will be considered eligible.
  - v) If the candidates claim post-qualification experience in PSUs/Government/Semi-Government organizations, they should possess prescribed minimum number of years of experience in the next below Grade or in the equivalent post as stipulated above.
  - vi) In the absence of proper experience certificates, candidates shall be required to attach joining letter and relieving order. In case of serving employees, latest Salary Certificate/Pay Slip may be sent in place of relieving order. Years of experience will be counted as on date of this notification.
- l) Candidates, who have left a PSU after availing benefits under Voluntary Retirement Scheme (VRS), if selected for the posts in HAL, will be required to return the VRS compensation to the PSU concerned.
- m) The present vacancies are identified to be filled-up by external candidates only, through Direct Recruitment. Therefore, applications of internal candidates, if any, will not be considered.
- n) Name of candidate, Date of Birth, Father's/Mother's Name should be filled in the Application as mentioned in Matriculation/ 10<sup>th</sup> Standard or equivalent certificate (OR) Mark sheet of Matriculation/10<sup>th</sup> Standard or equivalent issued by Central/State Board. Where Date of Birth is not available in Certificate/Mark sheets issued by concerned Educational Boards, School leaving certificate indicating Date of Birth will be considered (in case of Tamil Nadu & Kerala, etc).
- o) Candidates are required to furnish detailed break-up of their experience. Applications that are not in conformity with the requirements indicated in this advertisement / incomplete applications/ discrepancy in the information provided / applications received without required enclosures / applications received after the last date for submission will not be considered for the purpose of this advertisement. In such cases, the application fee paid by candidate will not be refunded. No communication will be sent to the candidates whose candidature is not considered to appear for interviews;
- p) Appointment of selected candidates is subject to receipt of (i) satisfactory Medical Reports from the HAL Industrial Health Centre as per the standards prescribed by HAL; (ii) verification of Caste and (iii) verification of Character & Antecedents from the concerned Authorities, as per the rules of the Company;
- q) Selected candidates will be on probation for a period of one year from the date of joining and will be posted at HAL Koraput Division or anywhere in India, based on the requirements of the Company. The candidates will not be allowed to apply for transfer to any other Division / Location of the Company for initial three years of service.
- r) If the information furnished by the candidate in any part of Application is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature/ appointment will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate;
- s) All correspondences to the candidates will be made via electronic mail to the valid "email ID" provided by the candidate in the Application Form. No other method of communication will be adopted. The candidates are required to indicate a valid email ID legibly in the application form which is in regular usage. The email ID provided shall remain valid for a period of at least one year from the date of interview. Any further information / Corrigendum / Addendum would be uploaded only on HAL website ([www.hal-india.co.in](http://www.hal-india.co.in)).
- t) HAL reserves the right to cancel the Recruitment process entirely at any stage.
- u) Candidates are requested to visit the HAL Website regularly for updates.
- v) Canvassing in any form will disqualify the candidature.

w) Any dispute/cause with regard to recruitment against this advertisement will be settled within the jurisdiction of **Koraput / Jeypore Court** only.

## **8. PRE-EMPLOYMENT MEDICAL EXAMINATION**

a) No individual will be appointed unless he/she is medically examined and found fit for employment by HAL. Applicants should meet the prescribed pre-employment medical examination standards. Relaxation of any kind in this connection will not be allowed.

b) The prescribed Pre-Employment Medical Examination Standards are available at Career portal of HAL's website along with this advertisement.

c) In respect of Persons with Benchmark Disabilities (PwBDs), the suitability for appointment, in relation to the disability, will be decided on the basis of reports of the Medical Board attached to the Special Employment Exchanges for Physically Handicapped. PwBDs candidates will be subjected to pre-employment medical examination at HAL Industrial Health Centre, Sunabeda with regard to other medical parameters as per the revised standards of the Company.

## **9. APPLICATION FEE :**

a) Rs.500/- (Rupees Five Hundred only) is to be paid as Application Fee in form of Demand Draft, which is non-refundable. Candidates belonging to SC/ST/PwBD are exempted from the payment of Application Fee.

b) The Demand Draft should be drawn in favour of "Hindustan Aeronautics Limited" payable at State Bank of India, Sunabeda-2, SBI Branch Code 1304. The Demand Draft should not be obtained prior to this notification. No other mode of payment will be accepted.

## **10. HOW TO APPLY:**

a) Candidate is required to download the "Application Form" from Careers link at HAL website [www.hal-india.co.in](http://www.hal-india.co.in)

b) The Candidate shall fill in all relevant details in the application form, affix his/ her latest passport size photograph, sign the application form at designated place and forward the same by post, such that the application reaches the **Chief Manager (HR), R & P Section, HAL, Koraput Division, Sunabeda, Odisha, PIN-763002** on or before **30-12-2024**. Self-attested copies of all the relevant testimonials/documents shall be enclosed along with the application form to substantiate the details filled therein. The

c) Candidates shall ensure their eligibility for the posts notified prior to forwarding the application form.

d) All queries in connection with this notification may please be forwarded to the following email id: [recruitment.koraput@hal-india.co.in](mailto:recruitment.koraput@hal-india.co.in)

### **Note for Candidates:**

- 1) It may be noted that the information posted in HAL website only is considered authentic. Accordingly, candidates may please note that Career opportunities in HAL shall be explored as posted in HAL website only. Newspaper advertisements need to be verified through HAL website.
- 2) Candidates should be alert of fake E-mails, WhatsApp messages, SMS and other such fake communications received. Candidates should not make payment with any Individual / Agency for securing employment in HAL.
- 3) HAL reserves the right to take legal action against fraudsters.

**Chief Manager (HR)  
R & P Section,  
HR Department, HAL,  
Koraput Division, Sunabeda,  
Koraput, Odisha**

**CHECK-LIST FOR DOCUMENTS TO BE ATTACHED SELF ATTESTED PHOTO COPY ALONG WITH APPLICATION**

- a) SSC / SSLC /Matriculation /10<sup>th</sup>Class Marks Sheet / Certificate (in support of Date of Birth).
- b) Mark Sheets of Essential Qualification(s) prescribed and Provisional/Original Degree Certificates.
- c) Documents in proof of Experience issued on an authentic letterhead by a Competent Authority.
- d) Latest salary certificate / Salary-slip (from the present employer / establishments)
- e) NO OBJECTION CERTIFICATE (NOC) from the employer, if applicable.
- f) Category Certificate [SC / OBC (Non Creamy Layer)], if applicable.
- g) Income & Asset Certificate [only for Economically Weaker Sections (EWSs)].
- h) Discharge certificate (only for Ex-Servicemen) , if applicable
- i) Certificate of Jammu & Kashmir Domicile from 01.01.1980 to 31.12.1989, if applicable.
- j) Disability Certificate for PwBDs from Competent Authority, if applicable.
- k) Registration Certificate with any state Medical Council under National Medical Commission (NMC) formerly known as Medical Council of India (MCI).
- l) Passport size photograph not older than 6 months from the last date for receipt of applications.
- m) Application fees in form of Demand Draft, if applicable.

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