

Regd.Office: Engineers India Bhavan, 1, Bhikaiji Cama Place, New Delhi-110 066

ENGINEERS INDIA LIMITED, a Navratna Public Sector Company is India's leading Total Solutions Engineering Consultancy organization executing projects on Conventional & Lump-Sum Turnkey basis. Through last five decades of dedicated service to the nation, EIL has executed some of India's major projects in the refineries, petrochemicals, pipelines, offshore, metallurgy, infrastructure & fertilizer sectors. It has now embarked upon an expansion plan into sunrise sectors such as Nuclear, Solar, Water & Waste Management and is increasing its presence in over 13 countries world-wide. EIL invites bright, young, energetic and ambitious **Engineering Graduates and Post Graduates in HR** discipline to join its team of world class professionals as **Management Trainees**.

The selected candidates shall undergo training of one year at any of its offices - Head Office - New Delhi, R&D Centre- Gurgaon, Regional Offices at Chennai/ Vadodara/ Kolkata, Branch Office at Mumbai, Inspection Offices or Project Sites etc. in India. Thereafter, posting can be at any of these offices in India and abroad.

During the one year training period, the monthly emoluments shall be **Rs.35,000/- (Rupees Thirty Five Thousand) + Accommodation & Transport** or Rs.5,000/- (Rupees Five Thousand) if accommodation & transport is not provided. During the training period, other benefits like Medical will be provided to the Trainee as per Company policy, applicable from time to time.

On successful completion of training, the Management Trainees will be considered for absorption in the regular pay scale of **Rs.24900-50500**. They shall thereafter be on probation for a period of one year. Upon absorption, besides Basic Pay, the employee is entitled to Dearness Allowance (DA), HRA, Allowances at 50% of Basic Pay (under cafeteria approach) and Retiral Benefits upto 30% of Basic Pay and DA (including Contributory Provident Fund, Gratuity and Superannuation Benefits) as per Company's policy applicable from time to time. In addition to this, Performance Related Pay (PRP) is also paid as per Company's policy. Upon absorption, CTC would be approx. Rs 11.4 Lakhs per annum.

A. DETAILS OF POSITIONS AND MINIMUM MANDATORY REQUIREMENTS:

Sl. No	Position	Qualification	Discipline	Reqd.	Minimum percentage/ CGPA of Marks	Maximum Age as on 01.07.2014 (in years)
1.	Management Trainee (Engineering)	Full time Engineering Degree course -B.E. / B.Tech./ B.Sc (Engg) in minimum qualifying period	Chemical	9	65 percent OR CGPA of 7.0/ 6.0/ 5.3/ 4.6/ 4.0/ 3.3/ 2.5 on a scale of 10/ 9/ 8/ 7/ 6/ 5/ 4 respectively	General – 25 yrs OBC (Non creamy layer) – 28 yrs SC/ ST – 30 yrs PWD(General) – 30 yrs PWD (OBC-NCL) – 33 yrs PWD (SC/ ST) – 35 yrs
			Civil	5		
			Mechanical	5		
2.	Management Trainee (HR)	Full time MBA degree in HR/ Personnel Management OR PG Degree/ PG Diploma in HR/ PM&IR OR MSW in minimum qualifying period	HR	4		

Note:

- All qualifications should be from Indian University/ Institute recognized by AICTE/UGC/ appropriate statutory authority.
- Percentage of marks/CGPA should be aggregate of all Semesters/Academic years of the qualifying course.
- The candidate should provide percentage of marks or CGPA, as per marking system followed by the Institute of the qualifying exam. No conversion of CGPA into percentage and vice-versa is allowed.
- Students passed out in the year 2013 or 2014 shall be eligible to apply. Candidates passing out in the year **2015 are not eligible** to apply.

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- The number of vacancies are approximate.
- Reservation of posts for SC/ST/OBC (non creamy layer)/PWD candidates will be as per Presidential directives.
- The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC-NCL candidates and such candidates will have to indicate their category as General. For OBC-NCL candidates, candidates whose caste is included in **Central List of OBC**, as given on National Commission on Backward Classes website, will be considered.
- 3% of the identified vacancies will be reserved for PWD (with degree of disability 40% or above).
- Any request for change in Category (General/SC/ST/OBC-NCL/ PWD), once filled In the online application form, will not be considered and accordingly concession/relaxation applicable will not be extended.
- Upper age limit is relaxable for children / family members of those who died in the year 1984 riots, subject to production of certificate from the competent authority.

B. SELECTION PROCEDURE

The selection methodology will comprise of Written Test and Interview. The candidates short-listed in the written test shall only be eligible to appear for interview.

i) Written Test:

Eligible candidates will be required to appear for an objective type written test at any one of the test centres. The test will comprise of two sections - *Technical section* comprising of 100 questions related to qualifying degree for the position and *General Aptitude section* comprising of 50 questions covering Quantitative Aptitude, General Awareness, Reasoning and English Language. The duration of test will be two hours. Each question shall carry 1 mark and 1/4th mark will be deducted for every wrong answer. The test will be in English language. The weightage of marks is same for *Technical section* and *General Aptitude section*.

The written test is tentatively scheduled to be conducted in **first week of December, 2014**. Exact schedule of written test will be displayed on EIL website (‘Careers’ page) in due course of time. Only outstation candidates belonging to SC/ ST/ PWD (degree of disability 40% or above) will be paid Second Class to & fro rail fare by the shortest route for appearing in the written test. SC/ST/PWD candidates are advised to choose the nearest

centre to their place of stay, as per the mailing address mentioned in their online application. However, if a SC/ST/PWD candidate prefers to take the test at any other centre, he/she may do so, but the fare reimbursement will be limited to the fare admissible between the mailing address and the nearest test centre. Form for claiming travel reimbursement shall be available for downloading along with the Admit card. Information regarding download of Admit card shall be sent on registered Mobile No. / email Id one week prior to the written test. **Change in allotted test centre will not be allowed at any stage of the recruitment process.**

The Code list for the cities where written test will be conducted is as mentioned below:

Sl. No.	Centre	Centre Code	Sl. No.	Centre	Centre Code
1	Bengaluru	20	9	Jaipur	28
2	Bhopal	21	10	Kolkata	29
3	Bhubaneswar	22	11	Lucknow	30
4	Chandigarh	23	12	Mumbai	31
5	Chennai	24	13	Nagpur	32
6	Kochi	25	14	Ranchi	33
7	Delhi	26	15	Secunderabad	34
8	Guwahati	27	16	Vadodara	35

ii) Interview:

Candidates short listed on the basis of their performance in the written test will be required to appear for an interview and the intimation for interview will be given to the candidates through e-mail on the registered email Id. All such candidates, eligible for interview, will be paid to & fro second class rail fare by the shortest route from **the mailing address**, as mentioned in the application, to the interview centre.

Candidates must secure minimum qualifying marks **separately** in the written test, **and also** in the personal interview to be eligible to be considered for further selection.

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Note:

All the candidates are requested to remain updated at each step of the selection process by visiting our website www.engineersindia.com. All queries pertaining to recruitment, including selection process, may be addressed to our Recruitment Team through rectt-1415-05@eil.co.in. Candidates are also requested to visit FAQ Section on our website with respect to this recruitment drive.

C. STEPS FOR APPLYING:

Candidates are requested to read the complete instruction hereunder before applying. Eligible candidates need to apply through EIL website www.engineersindia.com. No other mean/ mode of application will be accepted. It may be noted that No Agency/ Individual is hired by EIL for the process of registration for the Written test. Before initiating the registration process, the candidates should go through important details mentioned in Frequently Asked Questions (FAQ) section given in the application page.

STEP 1:

- i. Login to EIL Recruitment portal - <http://recruitment.eil.co.in/> (Compatible with Internet Explorer browser. Avoid using other browsers viz. Google Chrome, Mozilla etc.)
- ii. Go to "Recruitment of Management Trainees" section
- iii. Select "Post to Apply"
- iv. Click on "Basic Registration Details" for initial registration and fill the Online form with all the relevant details. On successful submission of online form, a Registration no. will be generated. Note down the "Registration no." as the same would be required in future correspondence as well while making payment in Step 2 (Payment applicable for General & OBC category candidates).

Note:

- Candidates who have final year/semester exams in mid-2014 and are yet to receive the result of qualifying degree should specify the **aggregate** % marks/CGPA upto last result declared in the box provided for aggregate % marks/ CGPA/CPI against the qualifying exam field. However such candidates should have scored minimum % marks/CGPA/CPI till the last result declared.
- SC/ST/PWD candidates after completion of Step 1 may go directly to Step 3 for Final registration.

STEP 2: (APPLICABLE ONLY FOR GENERAL & OBC CATEGORY CANDIDATES)

- i. Click on "Make Payment".
- ii. Fill the Registration No., Name, Date of Birth, Email Id and Mobile no. details on the Payment portal. Ensure that the same Email Id and same Mobile No. details are used during the whole registration process. Also, ensure that all the details are filled properly while making payment. EIL will not be responsible, in case a candidate deposits the fee against a different Registration no. The payment made is non-refundable in nature.
- iii. Submit the Payment through Net Banking/Debit Card/Credit Card option. Candidate may also submit payment through any SBI branch with a print out of PAP (Pre Acknowledgement Payment) form generated on Payment portal.
- iv. After successful submission of Payment, a Payment reference no. shall be generated. Note down the reference no. as the same would be required during Step 3 i.e. "Final registration" stage of the Registration process.

Note:

- Candidates belonging to **General and OBC category** are required to pay non-refundable registration fee of Rs.300 + processing fees/bank charges (as applicable). The SC / ST / PWD category candidates are exempted from payment of fee.
- State Bank of India has been authorized to collect the registration fee, in a specially opened account (**No. 34289105717**). The payment has to be made only through "Make Payment" link on EIL Recruitment portal. There will not be any other mode of payment of registration amount.
- Candidate need to retain the Candidate's copy of the receipt of Payment generated after making payment. The same will be submitted at the time of interview.
- Fee, once paid, will not be refunded under any circumstances. Candidates are, therefore, requested to verify their eligibility for the Management Trainee position before paying the registration fee.

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STEP 3:

- i. Go to “Final Registration” link on EIL recruitment portal.
- ii. Before filling “Final Registration”, candidates should keep the following ready:
 - Scanned copy of their passport size photograph in .jpg/.jpeg format of **max 75 KB size**
 - Scanned copy of signature in .jpg/.jpeg format of **max 25 KB size**.
 - Scanned copy of Caste certificate for **SC, ST** and **OBC** candidates and disability certificates for Person With Disabilities (**PWD**) candidates in .jpg/.jpeg format of **max 500 KB size**.
 - For MT (HR) position, scanned copy of degree certificate for PG qualification in .jpg/.jpeg format of **max 500 KB size**
- iii. Fill the details online for final submission. Ensure successful submission of online form for completion of registration process. **On successful completion of registration process, an auto generated mail shall be sent on the registered email Id.** The candidates are required to take printout of the application after submission of online form. **Candidates are required to keep the printout of the application, which will be required at the time of Personal Interview, if short listed.**

D. GENERAL INSTRUCTIONS

- Online submission of application will be permitted on the website between 1400 hrs on **14.10.2014** till 2400 hrs on **04.11.2014**.
- Candidates should have a valid email address and a valid mobile no. and same should be specified in the application. The email Id should be functional for at least two years from the date of the submission of application. All the correspondence regarding written test & interview (if shortlisted for) shall be done on the registered email ID/ registered mobile no., submitted in the online application form.
- Only those candidates who meet the prescribed eligibility criteria need apply. If at any stage, it is found that the candidate does not meet the prescribed eligibility criteria, he/she will be disqualified. Candidates should visit the “Career” link of EIL website www.engineersindia.com from time to time for information like downloading the admit card, FAQs, exact date of written test etc.

- Eligible candidates will be intimated by e-mail / SMS in due course for downloading of Admit card from EIL website. EIL shall not be responsible for any loss of email/admit card sent, due to invalid/wrong email id/ loss in transit etc. No request in this regard will be entertained.
- **Information regarding Date /Result of Written Test etc. will be available on EIL website.**
- EIL reserves the right to cancel/ restrict/ enlarge/ modify/ alter the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereafter.
- Application form is available in Hindi/English language. However the language of the question paper will be English.
- **The Travel Fare to SC/ST and PWD candidates, who are called for the written test, will be reimbursed at a later date. These candidates will be required to submit the filled in Travelling Allowance (TA) form alongwith proof of travel i.e. tickets/ticket no., and the relevant category certificate, at the respective test centre. Blank TA form shall be available on EIL website.**
- Screening and selection will be based on the details provided; hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong / false information will be a disqualification and the applicant will be responsible for any consequence of furnishing of such wrong/false information. Any false or incorrect information may result in disqualification from the selection process, at any stage.
- In the event of non-receipt of processing fee from candidates for reasons whatsoever, his/ her candidature will stand cancelled and no further correspondence/ communication on the same will be entertained.
- **All the details given in the online form will be treated as final and no changes will be entertained.**
- Court of jurisdiction for any dispute will be Delhi.
- For further queries, candidates may drop an e-mail at rectt-1415-05@eil.co.in.

IMPORTANT DATES

Commencement of Online Registration	1400 hours on 14.10.2014
Last date of Online Registration	2400 hours on 04.11.2014
All India Written Test (tentative)	First week of December, 2014