



**HINDUSTAN AERONAUTICS LIMITED
AVIONICS DIVISION
(Govt. of India Undertaking)
HYDERABAD - 500 042**

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Hindustan Aeronautics Limited (HAL), a Navratna Central Public Sector undertaking is a premier Aeronautical Industry of South East Asia with 20 Production / Overhaul / Service Divisions and 10 co-located R&D centres spread across the country. HAL's spectrum of expertise encompasses design, development, manufacture, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Industrial & Marine Gas Turbines, Accessories, Avionics & Systems and structural components for satellites & Launch vehicles.

Avionics Division, Hyderabad, a unit of HAL's vast network invites applications from the eligible candidates in the prescribed proforma fulfilling the requirement for the following posts:

SL. NO.	POST	GRADE	NO.OF POSTS /RESERVATION REQUIREMENTS	LOCATION OF POSTING
1	Assistant Welfare Officer	I	2 (Two)/ UR-2	HYDERABAD
2	Assistant Engineer (Civil)	I	2 (Two)/ UR-2	1-HYDERABAD 1-KASARAGOD
3	Assistant Engineer (Mechanical)	I	5 (Five)/ UR-3 OBC-1 SC-1	HYDERABAD

UR- UNRESERVED

SC- SCHEDULE CASTE

OBC- OTHER BACKWARD CLASS

ELIGIBILITY

A) For Assistant Welfare Officer (Post at Sl.No. 1)

(i) Qualification:

(a) Degree in Arts/Science/Commerce or in Law of any University with minimum of 60% marks in the aggregate of all the Semesters/Years.

(b) A Post Graduate Degree or Diploma with minimum of 60% marks in the aggregate of all the Semesters/Years covering Labour Legislations with case law, Industrial relations, Personnel Management, Human Resource Management and other allied subjects with Labour Welfare as a Special subject, of not less than two years duration conducted by a University of the State of Andhra Pradesh or recognized by the Government of Andhra Pradesh.

(c) Adequate knowledge of Telugu Language.

Contd2/-

B) For Assistant Engineer (Post at Sl.No. 2 & 3)**(ii) Qualification:**

Graduates in the branches of Engineering as indicated below with First Class Degree (60% Marks) as awarded by the University/Institute in respect of General/OBC candidates, Second Class (50% Marks) in respect of SC candidates from any recognized University/Institution.

OR

Engineering Degree in the disciplines indicated below with minimum 60% marks in the aggregate of all the Semesters/Years in respect of General & OBC candidates, 50% marks in respect of SC candidates.

Discipline	Grouping of Branches of Engineering
Civil	Civil Engg. Construction, Structural Engg.
Mechanical	Mechanical, Mechanical & Industrial Engg., Mechanical & Production Engg.

Candidates who have passed their final examination and obtained the prescribed percentage of marks as on 01.03.2013 need only apply.

REMUNERATION

GRADE	SCALE OF PAY (RS.)	OTHER ALLOWANCES / FACILITIES
I	12600-3%-32500	In addition to Basic Pay, variable DA, PF, Gratuity, Performance Related Pay, Company Accommodation/ HRA, Perquisites & Allowances under cafeteria system running limited to 42% of the Basic Pay, etc. are also admissible as per company rules. The ceiling of 42% is excluding the monetized value of some of the welfare facilities provided by the Company which will be limited to a maximum of 10% of basic pay of Officers.

AGE LIMIT/RELAXATION/CONCESSION

- i. The Upper age limit is 40 years for General Candidates.
- ii. Age limit is relaxable by 3 years for OBC candidates, 5 years for SC candidates/ Persons with Disabilities (PWD) and for Ex-servicemen as per rules. Relaxation in the upper age limit upto 5 years to the domicile of Kashmir Division of J & K during the period from 01.01.1980 to 31.12.1989 is subject to production of proof.
- iii. Candidates belonging to OBC category are required to produce recently obtained community certificate in proof of their community at the time of Interview (not older than 6 months as on 01.03.2013), stating that they do not come under the creamy layer, from a Competent Authority, in the prescribed format.

The Upper age limit with all the aforementioned relaxations should not exceed 55 years.

Contd3/-

SERVICE AGREEMENT

The Candidates who will be selected for the aforesaid post will undergo a structured training for a period of 16 weeks. At the time of joining, the selected candidates will be required to execute a Bond to serve the Company for a period of two years as per Company Policy in vogue.

SELECTION PROCEDURE

Eligible candidates will have to appear for an Objective Type Competitive Written Test at their own expense. The Written Test will be held at Hyderabad only. Candidates short-listed based on the performance in the Written Test only will be called for Interview. The Schedule of Written Test and Interview will be hosted on HAL website www.hal-india.com. The Tentative schedule of the selection process is as follows:

Announcement of the Short listed candidates for Written Test (on HAL Website)	05.04.2013
Date of Written Test	28.04.2013
Declaration of Written Test result (on HAL Website)	29.04.2013
Date of Interviews	30.04.2013

The candidates would be shortlisted in the ratio of 1:20 for the Written Test and 1:5 for the Interview based on the marks scored in the qualifying examination.

The details of the candidates shortlisted for Interview would be hosted on HAL Website www.hal-india.com and no separate communication will be made to the candidates.

Candidates shortlisted for Interview are required to bring the certificates / Documents (original and attested photocopies) in proof of Age, Qualification, Experience, Caste, Training, Disability (as applicable) and passport size photographs at the time of Interview. Candidates staying beyond 30 miles away and attending Personal Interview will be paid to and fro TA (Rail fare) by the shortest route on production of proof of travel as per rules of the Company.

HEALTH

Applicants should be of sound health and should meet the medical standards prescribed by the Company. Appointment of selected candidates would be subject to receipt of satisfactory medical report from the Company's Doctor as per the medical standards of the Company and satisfactory medical report from the concerned Authority in respect of PWD candidates.

APPLICATION FEE

Application Fee of Rs. 400/-, which is non refundable is to be sent in the form of crossed Demand draft drawn on any Nationalized Bank (preferably State Bank of India) in favour of "HAL, Hyderabad", payable at Hyderabad. The Demand Draft should have been obtained between the period 26.02.2013 to 20.03.2013.

Contd4/

HOW TO APPLY

- (i) Eligible candidates may submit their duly filled in applications in the prescribed format in A4 size paper along with the relevant copies of certificates duly attested by Gazetted Officer with reference to Educational Qualification, experience, caste and also latest passport size photographs with an Application fee of Rs. 400/- (Non-refundable) in the form of crossed Demand Draft drawn on any Nationalized Bank in favour of 'HAL, Hyderabad', payable at Hyderabad.
- (ii) Candidates belonging to SC / ST / PWD category are exempted from payment of Application Fee.
- (iii) Applications complete in all respects should reach Hindustan Aeronautics Limited, Manager (HR)-TM, Recruitment Cell, HR Department , Avionics Division, Post - HAL, Hyderabad - 500 042 latest by 20.03.2013

GENERAL CONDITIONS

- (i) Age, qualification and other eligibility criteria are to be reckoned as on 01.03.2013.
- (ii) Only Indian Nationals need apply.
- (iii) HAL reserve the right to increase / decrease the specification depending upon the response. Mere submission of application will not entail right for claiming employment.
- (iv) HAL Management reserves the right to fill-up or not to fill-up any or all the notified posts. HAL also reserves the right to cancel the advertisement and / or the selection process there under.
- (v) Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the standards prescribed by HAL (Concerned Authority in case of PWD candidates) and verification of Caste, Character and Antecedents from the concerned Authorities as per the rules of the Company and Vigilance Clearance (As applicable).
- (vi) Decision of HAL Management regarding selection will be final. Further, HAL Management reserves the right to fill up or otherwise any or all the notified posts and also to fill up the future vacancies if any from the valid panel of selected candidates as per the rules of the Company.
- (vii) Candidates who have work experience in the Private Sector should submit the experience certificate in the letter head of the Company. The letter head of the Company should have the details of Company Registration Number.
- (viii) Necessary information regarding the selection, interview etc. will be hosted on our Website www.hal-india.com from time to time. Candidates are requested to visit the website from time to time.
- (ix) Copies of Mark sheets and relevant certificates duly attested by Gazetted Officer must be attached along with Application Form.
- (x) Candidates belonging to SC /ST/OBC / PWD / Ex-serviceman are required to send attested copies of certificate in support their claim.
- (xi) Candidates serving in Government / PSUs should apply through proper channel or produce No Objection Certificate at the time of Interview.

- (xii) Canvassing in any form or bringing outside influence will be a disqualification.
- (xiii) Applications complete in all respects should reach Hindustan Aeronautics Limited, Manager (HR)-TM, Recruitment Cell, HR Department, Avionics Division, Post - HAL, Hyderabad - 500 042 latest by 20.03.2013.
- (xiv) The envelope containing the application should be superscripted with Advertisement No. and name of the post applied for.
- (xv) Incomplete Application Form or the applications not in prescribed format will be rejected and no correspondence in this regard will be entertained.
- (xvi) HAL Management reserves right to call or not to call any / all of the candidates who have responded against this Advertisement.
- (xvii) The Admit Card for the Written Test & other correspondence would be forwarded through E-Mail. Hence Candidates are requested to possess a valid E-Mail ID.
- (xviii) Last date for receipt of applications is 20.03.2013
- (xix) In case of any difficulty please contact us at halhydtalent@yahoo.com/040-23776910.

Manager (HR)

Advt No. HAL-HYD/2013/1

APPENDIX-A

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES APPLYING FOR
APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

[G.I., Dept. of Per & Trg., O.M. No. 36033/28/94-Estt (Res), dated 2-7-1997.]

This is to certify that _____, son of _____, of
village _____ District / Division _____ in the
_____ State _____ belongs to the
_____ community which is recognized as a Backward Class under -

*(i) Government of India, Ministry of Welfare, Resolution No. 12011/68/93-BCC (C), dated the 10th September, 1993, published in the Gazette of India, Extraordinary, Part-I, Selection I, No 186, dated the 13th September, 1993.

*(ii) Government of India, Ministry of Welfare, Resolution No. 12011/9/94-BCC, dated the 19th October, 1994, published in the Gazette of India, Extraordinary, Part-I, Selection I, No. 163, dated the 20th October, 1994.

*(iii) Government of India, Ministry of Welfare, Resolution No. 12011/7/95-BCC, dated the 24th May, 1995, published in the Gazette of India, Extraordinary, Part-I, Selection I, No. 88, dated the 25th May, 1995.

*(iv) Government of India, Ministry of Welfare, Resolution No. 12011/44/96-BCC, dated the 6th December, 1996, published in the Gazette of India, Extraordinary, Part-I, Selection I, No. 210, dated the 11th December, 1996.

Shri _____ and / or his family ordinarily reside(s) in the
_____ District / Division of the _____ State. This is also to
certify that he / she does not belong to the persons / sections (Creamy Layer) mentioned in column 3
of the Schedule to the Government of India. Department of Personnel and Training. O.M No.
36012/22/93-Estt. (SCT), dated 8-9-1993.

District Magistrate,
Deputy Commissioner, etc

Dated:

SEAL

*Strike out whichever is not applicable

N.B.- (a) The term 'Ordinarily used will have the same meaning as in Section 20 of the Representation of the people's Act, 1950

(b) The authorities competent to issue caste certificates are indicated below:

i) District Magistrate / Additional Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / First Class Stipendiary Magistrate.

ii) Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.

iii) Revenue Officer not below the rank of Tehsildar, and

iv) Sub-Division Officer of the area where the candidate and/or his family resides.

FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATES BELONGS TO SC

Form of certificate as prescribed in M.H.A., O.M.No 42/21/49-N.G.S., dated 28-1-1952 as revised in Dept. of Per & A.R, Letter No. 36012/6/76 Estt (S.C.T) dated 29-10-1977 to be produced by a candidate belonging to a Scheduled Caste or Scheduled Tribe in support of his claim.

This is to certify that Shri / Shrimathi* / Kumari* _____ Son/daughter* of _____ of Village/town* _____ in District / Division* _____ of the State / Union Territory* _____ belongs to the _____ Caste / Tribe* which is recognized as a Scheduled Caste / Scheduled Tribe*

Under:

- * The Constitution (Scheduled Castes) order 1950
- * The Constitution (Scheduled Tribes) order 1950
- * The Constitution (Scheduled Castes) (Union Territories) order 1951
- * The Constitution (Scheduled Tribes) (Union Territories) order 1951

{{As amended by the Scheduled Castes and Scheduled Tribes lists (Modification order) 1956, the Bombay Reorganization act 1960, the Punjab Reorganization act 1966, the state of Himachal Pradesh act 1970, the North Eastern areas (Reorganization) act 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment) act 1976}}

- *The Constitution (Jammu and Kashmir) Scheduled Castes order 1956
- *The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) act 1976;
- * The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962
- * The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order 1962
- * The Constitution (Pondicherry) Scheduled Castes order 1964
- * The Constitution (Uttar Pradesh) Scheduled Tribes order 1967
- * The Constitution (Goa, Daman and Diu) Scheduled Castes order 1968
- * The Constitution (Goa, Daman and Diu) Scheduled Tribes order 1968
- * The Constitution (Nagaland) Scheduled Tribes order 1970
- * The Constitution (Sikkim) Scheduled Castes order 1978
- * The Constitution (Sikkim) Scheduled Tribes order 1978
- * The Constitution (Jammu and Kashmir) Scheduled Tribes order 1989
- * The Constitution (Scheduled Castes) Orders (Amendment) Act 1990
- * The Constitution (Scheduled Tribes) Order Amendment Act 1991
- * The Constitution (Scheduled Tribes) Order Second Amendment Act 1991

2. This certificate is issued on the basis of the Scheduled Castes / Scheduled Tribes certificate issued to Shri / Shrimathi* _____ father / mother* of Shri / Shrimathi / Kumari* _____ of village / town* _____ in District / Division* _____ of the state / Union Territory* _____ who belong to the Caste / Tribe* which is recognized as a Scheduled Caste / Scheduled Tribe* in the State / Union Territory* _____ issued by the _____ dated _____

3. Shri / Shrimathi / Kumari* _____ and / or* his/her* family ordinarily reside(s) in village / town* _____ of _____ District / Division* of the state / Union Territory* of _____

Signature _____

Designation _____

(With seal of office)

Place _____

State / Union Territory

Date _____

Note: The term "Ordinarily resides" used here will have the same meaning as in section 20 of the Representation of the People Act 1950. *Please delete the words, which are not applicable.

AUTHORITIES EMPOWERED TO ISSUE CASTE CERTIFICATES

[G/G., Dept of Per & Trg., O.M. No 36012/6/88 Estt (SCT), (SRD III), dated 24-4-1990.]

The under mentioned authorities have been empowered to issue Caste Certificates of Verification:

1. District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner / Additional Deputy Commissioner / Deputy Collector / 1st Class Stipendiary Magistrate / Sub-Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
2. Chief Presidency Magistrate / Additional Chief Presidency Magistrate / Presidency Magistrate.
3. Revenue Officer not below the rank of Tehsildar.
4. Sub Divisional Officer of the area where the candidate and / or his family normally resides.

APPLICATION FORM**HINDUSTAN AERONAUTICS LIMITED
AVIONICS DIVISION :: HYDERABAD**

Paste Self
Attested latest
Passport Size
Photograph

Application for the post of: _____
(TO BE FILLED IN BLOCK LETTERS ONLY)

Advertisement No. : HAL-HYD/2013/1

1	Name (In Block Letters)	
2	Father's / Husband's Name	
3	Mother's Name	
4	Gender (Please ✓)	Male <input type="checkbox"/> Female <input type="checkbox"/>
5	Contact Mailing Address: City: State: Phone No.: (with STD Code)	Permanent Address: City: State: Phone No.: (with STD Code)
6	E-Mail ID	
7	Nearest Railway Station	
8	Date of Birth (Enclose proof) (in DD/MM/YYYY Format)	<input type="text"/>
9	Age as on 01.03.2013 Years Months Days
10	Nationality	
11	State of Domicile	
12	Religion	
13	Were you domicile of J & K during the period from 01.01.1980 to 31.12.1989? If so, please enclose the proof.	
14	State the Category (Whether SC / ST / OBC, also indicate Sub Caste) [Enclose copy of certificate in case of SC / ST/ OBC (Non-Creamy Layer)	Please indicate SC/ST/OBC _____ Sub-Caste _____
15	Are you a Person with Disability (PWD)? If so, Mention the category of Disability (VD / OD / HD) (Enclose copy of certificate)	Yes / No CAT. <input type="checkbox"/> VD <input type="checkbox"/> OD <input type="checkbox"/> HD
16	Are you an Ex-Serviceman? (Enclose proof)	Yes / No
17	Details of your close relatives working in HAL (if any)	Name _____ Designation _____ Staff No _____ Division _____ Relation _____
18	Have you been interviewed by HAL any time earlier? (If yes , please give the details of the post for which you have been interviewed)	Yes/No Post Interviewed _____ Date of Interview _____ Division _____

Contd2/-

19. Educational Qualifications:

Sl. No.	Qualification	Duration of Course (Full Time/Part Time/ Correspondence)	Name of the		Class / Division	Month & Year of Passing
			Institute	University		

20. Experience: (Chronological order)

Sl. No.	Organization / Designation / Scale of Pay	Central Govt / State Govt / PSU / Private	Period		Gross Pay	Reasons for Leaving
			From	To		

21. How many years of Post Professional Qualification Experience you possess?

22. Present Scale of Pay _____ : Basic Pay _____ D.A _____
Other Allowances _____

23. How soon can you join if selected? _____

24. Details of Demand Draft:

Name of the Bank	D.D. Number	Date of Issue	Value

25. Pen picture of professional experience, achievements and significant contribution in the field, if any (To be typed not exceeding 100 words on a separate sheet and enclosed to the application).

26. Any other additional information:

DECLARATION

I do hereby declare that the information provided as above is true and complete to the best of my knowledge and belief. I have neither suppressed any factual information nor furnished any incorrect information. In the event, the information is found to be false or incorrect, my candidature / appointment is liable to be terminated without any notice. I also declare that I am a citizen of India by birth / domicile.

Place: _____

Date : _____

Signature of the Candidate