



# Cement Corporation of India Limited

(A Govt. of India Enterprise)

Rajban Cement Factory

P.O. Rajban Teh. Paonta Sahib Dist. Sirmour (HP)

Phone: 01704 –292726, 292727

Email: [rjopers@gmail.com](mailto:rjopers@gmail.com)

## Advertisement No. RCF/HR/Advt.03/2022

Cement Corporation of India Limited is a Central Government Public sector Undertaking engaged in manufacturing and marketing of Cement. CCI proposes to engage retired qualified and experienced professionals for the following positions on Fixed Term Contract basis at Rajban Cement Factory and Regional Office, Dehradun through a **Walk-In-Interview** on **07.05.2022, i.e. (Saturday) at 10.00 a.m.** at C.C.I. Limited, Rajban Cement Factory, Tehsil Paonta Sahib, Distt. Sirmour (H.P.). Details of the available positions along with essential and desirable qualifications are given below:-

Sl. No.	Post	No. of posts	Educational Qualification/ Experience	Maximum Fixed monthly pay.
1.	Consultant (Miller)	01	1. 8 <sup>th</sup> Class OR Intermediate. 2. Experience : 15 for 8 <sup>th</sup> class and 12 years for Intermediate.	Rs. 15,000.00
2.	Consultant (Asstt.Gauzer).	02	1. 8 <sup>th</sup> Class OR Intermediate 2. Experience : 25 Years for 8 <sup>th</sup> Class and 10 years for intermediate	Rs. 15,000.00
3	Consultant (Electrical Supervisor)	01	1. Full time Diploma in Electrical Engg. OR ITI in Electrician trade. 2. Experience : 15 years for Diploma holder and 25 years for ITI, in cement manufacturing Industry.	Rs. 20,000.00
4	Consultant (Section In-charge Mech.)	01	1. Full time Diploma in (Mech. Engg.) OR BE/B.Tech. in Mechanical 2.Experience : 15 Years for Diploma holder & 8-10 years for BE/B.Tech. 3. Preference will be given to Cement Industry experience.	Rs. 25,000.00
5.	Consultant (Asstt.Officer-Mktg.)	01	Marketing activities in Cement Industry, besides day to day activities, Liaisoning with depot under region, to maintain proper record and follow up orders etc.	Rs. 22,000.00
6.	Consultant (Jr.Officer-HR)	01	Assist the Work related to Establishment matters i.e. Manpower, Induction, recruitment, Promotion, Transfer, superannuation, Gratuity, Pension, Probation Work & conduct reports Pay fixation etc. and settlement of Pension/PF cases/Final Claims and Maintenance of Personal files and service book in respect of employees.	Rs. 20,000.00
7.	Consultant (Dy.Officer-Accounts)	01	Processing of Transportation and Raw Material Bills with responsibility, Royalty payments, Tax assessment and statutory payments etc.	Rs. 24,000.00

- **Contract period:** Minimum period of One year and extendable by another one year period.
- The contract tenure will be extendable upto attaining age of 65 years, depending upon requirement of the company and the performance of the individual.
- Experience requirement details mentioned below.
- The retired Govt. Officer/ PSU employees to be considered for post- retirement engagement only on receipt of vigilance clearance/ Vigilance inputs.

**Age Limit :**

- Upper age limit for the above posts should not be more than 63 years as on 01.03.2022

**Experience Requirement, Job Profile & responsibilities :**

**1. Consultant (Miller) : (for Production deptt.) :**

- Operation of three Ball Mills.

**2 Consultant (Assistant Gauzer) : (for Production Deptt.) :**

- Cement physical testing and maintaining the physical lab as per BIS Norms.

**3 Consultant (Electrical Supervisor) : (For Electrical & Instn. Deptt.) :**

- Operation & maintenance control & power circuit, HT & LT installation, MOCBS of HT & LT ACBS, EOT Cranes, and Passenger lift etc.

**4. Consultant (Section In-charge (Mechanical) : (for Mechanical Deptt.) :**

- Independent handling of Ropeways/LS Crusher house.
- Independent handling of maintenance and repair jobs in Major sections i.e. Kiln, Cement Mill, Raw Mill, Spare parts planning & indenting.
- Maintaining all records of equipment etc.
- Shutdown preventive/ Breakdown planning and manpower handling.

**5. Consultant (Assistant Officer (Marketing) : for (Marketing Deptt. R.O.Dehradun) :**

- Marketing activities in Cement Industry, besides day to day activities, Liaisoning with depot under Region, to maintain proper record and follow up orders etc.

**6. Consultant (Junior Officer (HR) : ( for H.R. Deptt.) :**

- Assist the Work related to Establishment matters i.e. Manpower, Induction, recruitment, Promotion, Transfer, superannuation, Gratuity, Pension, Probation Work & conduct reports Pay fixation.
- Settlement of Pension/PF cases/Final Claims and Maintenance of Personal files and service book in respect of employees etc.

**7. Consultant (Deputy Officer (Accounts) : for Finance Deptt.**

- Processing of Transportation and Raw Material Bills with responsibility, Royalty payments, Tax assessment and statutory payments etc.

**How to Apply :**

Interested candidates shall report at Cement Corporation of India Limited, Rajban Cement Factory, P.O. Rajban, Tehsil Paonta Sahib, Distt. Sirmour (HP) -173029, on **07.05.2022 (Saturday)** at **10.00 a.m.** for registration and should submit duly filled-in application forms with recent passport size photograph affixed, along with self attested true copies of testimonials of educational qualifications, experience, date of birth, community, extracurricular activities etc. All original documents in support of qualifications, age etc. Should be produced at the time of walk-in-interview for verification.

**General Terms & Conditions :**

1. Candidates applying for the above position should possess the Essential Qualification as per the details given.
2. Selected candidate will be engaged initially for a period mentioned against the advertised position. Subsequently his/her tenure may be extended depending upon the exigencies of work at sole discretion of the Management and satisfactory performance of the candidate. It is purely fixed term engagement and can be terminated at any time.
3. The selection of the candidate(s) will be based on the Walk-In-Interview to be held at Cement Corporation of India Limited, Rajban Cement Factory, P.O. Rajban, Tehsil Paonta Sahib, Distt. Sirmour (HP) -173029. Candidates should report to the venue, **at 10.00 a.m.** on the interview day for registration.
4. Canvassing in any form is liable to rejection of the candidature.
5. The company will not provide accommodation & TA / DA for candidates appearing for interview.
6. The application form can also be download from the link [www.ccilttd.in/careers](http://www.ccilttd.in/careers)
7. The Management of CCI reserves the right to reject any candidature in view of incomplete information provided by candidate or for any other person.
8. The selected candidate should have clear record and his/her engagement is based on receipt of vigilance clearance, if engaged from Govt./PSU.
9. The selected candidate shall be entitled to 01 (one) leave per month.
10. The incumbent will be provided company's accommodation as per availability in the CCI township on nominal chargeable rent basis and electricity as per actual meter reading basis.

**Medical Examination :**

1. Candidates shortlisted after interview are to appear for document verification with their medical reports signed by Medical Officer of C.C.I. Health Centre in the prescribed format.
2. Candidates found to be medically unfit, as per CCI's recruitment rules, will not be considered for document verification.

Ref. No. RCF/HR/Advt.03/2022  
Date : 26.04.2022

HOD (HR)  
Cement Corporation of India Limited  
Rajban Cement Factory (HP)

**Note :** Candidates are requested to adhere to using mask, following social distancing, proper Hygiene and other measures necessary for prevention of spreading COVID infection.