Hindustan Aeronautics Limited

SELECTION OF OFFICERS IN FINANCE & SYSTEMS AUDIT DISCIPLINE
(Advt No. HAL/HR/36(98)/2018/4)

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, 11 co-located R&D Centres and 1 Facility Management Division, spread across the Country. HAL's spectrum of expertise encompasses hi-tech programmes involving a number of state-of-the-art technology, 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.

HAL invites applications from young, energetic & result oriented Professionals for posts in Finance and Systems Audit Discipline for its various Production, Overhaul, Service Divisions / Research & Design Centres / Offices at Koraput (Odisha); Nasik (Maharashtra); Lucknow (Uttar Pradesh); Korwa (Uttar Pradesh) & Kanpur (Uttar Pradesh) & Hyderabad (Telangana):

A) NUMBER OF POSTS:

Name of the Post	Grade	Category			UR	Total
		SC	ST	OBC – NCL*		
Deputy Manager (Finance / Systems Audit)	III	3	1	5	12	21
Officer (Finance / Systems Audit)	II	1	0	2	6	9
Total		4	1	7	18	30

* NCL – Non-Creamy Layer

One (1 No.) vacancy in Grade – III Post is reserved for Person with Disabilities (PWDs). The vacancy in respect of PWDs will be distributed among all the categories i.e. ST, SC, OBC & UR. The type of Disability considered for the post are HH = Hearing Handicapped (Hard of Hearing) ; OL = One Leg affected (Right or Left) & OA = One Arm affected (Right or left).

B) QUALIFICATION

→ **Qualification:** The candidate should possess a Regular Full Time Bachelor's Degree (after 10+2) with a Pass in Final Examination of CA / ICWA from the Institute of Chartered Accountants of India / Institute of Cost & Works Accountants of India.

C) POST PROFESSIONAL QUALIFICATION EXPERIENCE (PPQE):

Name of the Post	Grade	No. of years of PPQE	Experience required to be possessed in next below Grade or in equivalent post* (completed years)
Deputy Manager (Finance / Systems Audit)	III	4	3
Officer (Finance / Systems Audit)	II	3	1

* Applicable to candidates working in Central / State Government departments/ Public Sector Enterprises, etc. (as on **2.1.19**).

✦ PPQE will be calculated from the date of acquiring Bachelor's Degree or CA/ICWA, whichever is later.

✦ Any Full Time additional degree acquired during the period of experience post acquiring Professional Qualification, will not be reckoned as experience and the duration of course will be deducted from the total PPQE possessed.

✦ Experience as Trainee / Internship period will not be reckoned as Post Professional Qualification experience (PPQE);

Nature of Experience Required:

The Responsibility: The Candidates, preferably, should have knowledge / exposure in large scale manufacturing industry. The Candidates should have high degree of Professional knowledge and proven Competence in the following Areas:

i)   For Deputy Manager (Finance / Systems Audit) (Grade-III):

✦ Preparation and finalisation of Annual Accounts, working Knowledge on preparation of Accounts;
✦ Knowledge of receivables and debtors management;
✦ Knowledge of costing systems and cost accounting;
✦ Knowledge of Accounting Standards & Cost Accounting Standards;
✦ Interaction with Statutory Auditors & Internal Auditors;
✦ Cash Management & dealing with Banks and Financial Institutions;
✦ Knowledge of sales tax, service tax and income tax.

ii)   For Officer (Finance / Systems Audit) (Grade-II):

✦ Preparation and finalisation of Annual Accounts, working Knowledge on preparation of Accounts;
✦ Interaction with Statutory Auditors & Internal Auditors;
✦ Knowledge of Sales Tax, Service Tax and Income Tax ;
✦ Functional knowledge of ERP & Hands on experience of working on Computers;
✦ Core knowledge of Accounting.

D) PAY SCALES & REMUNERATION:

Sl. No.	Name of the Post	Grade	Pay Scales (2017 Scales)#
(i)	Deputy Manager (Finance / Systems Audit)	III	Rs. 50000 – 160000
(ii)	Officer (Finance / Systems Audit)	II	Rs. 40000 – 140000

#Annual Increment is 3% of running Basic Pay

➔ On selection, candidates will be appointed in the concerned Scale of Pay as indicated above. Besides Basic Pay, candidates will be eligible for Variable Dearness Allowance, Perquisites and Allowances, Company Accommodation / House Rent Allowance, Performance related Pay (PRP), Membership of Provident Fund, Gratuity etc., as per the Company Rules. Perquisites and Allowances are presently paid @ 35% of the running Basic Pay under the Cafeteria System.

E) AGE LIMIT & RELAXATION:

Sl. No.	Name of the Post	Grade	Age Limit as on 2.1.2019			
			UR	OBC-NCL*	SC	ST
(i)	Deputy Manager (Finance / Systems Audit)	III	45	48	50	50
(ii)	Officer (Finance / Systems Audit)	II	35	38	40	40

* NCL – Non-Creamy Layer

➔ In respect of Persons with Disabilities (PWDs), 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;

➔ 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;

➔ Relaxation in age limit in respect of Ex-Servicemen & Serving Officers will be extended as per rules.

➔ Upper Age limit with all relaxations shall not exceed 55 years (56 years in case of PWD candidates).

F) APPLICATION FEE:

➔ Rs. 500 (Rupees Five Hundred only) is to be paid as application fee. Candidates belonging to SC/ST/PWD are exempted from the payment of application fee;

➔ The above application fee is to be paid online through NEFT. The details required for Online payment are detailed below:

Bank Account Name: Hindustan Aeronautics Ltd - Recruitment A/C
Bank Name: State Bank of India
Branch Name: Industrial Finance Branch, Residency Road, Bangalore
Bank Current Account Number: 30969511830
IFSC Code : SBIN0009077

➔ Candidates are required to provide the details of the application fees paid in the online application form like Bank Name, Branch Name, IFSC Code, Transaction Reference Number, Date of Transaction, Amount Transferred etc.

➔ Application fee once deposited/paid into the Company's account will not be refunded under any circumstances.

➔ HAL will not be responsible in case of Candidate transferring the Application fee to the wrong Account.

G) HOW TO APPLY? (REGISTRATION PROCESS)

➔ Eligible and interested candidates are required to apply Online only through HAL Website (Careers section): **www.hal-india.co.in**. No other means / mode of application will be accepted, The Website is functional from **1500 Hrs on 13.12.18 till 1800 hours on 2.1.19;**

➔ Candidates are allowed to apply only once for the selected post and application submitted once cannot be altered under any circumstances;

➔ Candidates are required to possess a valid Mobile number and Email Id, which is to be entered in the application, so that intimation regarding further stages of selection like Selection Interview, etc will be sent on the same Mobile number. HAL will not be responsible for bouncing of Messages sent to the Candidates.

➔ On submission and acceptance of the application, system will generate an Application Number which will be used for future reference. Candidates are required to take a print out of the completed Application Form along with the Application number for future reference.

➔ Request for change in Date of Birth, Mailing Address, Category etc., once declared in the online application form will not be entertained.

➔ If the information furnished by the Candidate/s at any stage of Recruitment is found to be false or incomplete or is not found to be in conformity with the eligibility criteria mentioned in the Advertisement, the candidature will be considered as revoked / terminated without any reference given to the Candidate.

➔ The last date for online submission of the application is **2.1.19.** No application will be accepted after this date and in person.

H) GENERAL CONDITIONS:

✈ Only Indian Nationals are eligible to apply;

✈ Mere Submission of Application will not entail right for claiming appointment / getting shortlisted for further stages of recruitment process;

✈ HAL reserves the right to cancel/ restrict/ enlarge/ modify/ alter the requirements advertised, if need so arise, without issuing any further notice or assigning any reason thereto. The number of vacancies can be modified as per requirements and discretion of the Management;

✈ Only shortlisted candidates will be called for the Interview;

✈ Age and Experience will be reckoned as on **2.1.19**;

✈ Candidates employed in Central / State Government Departments / Public Sector Enterprises etc. (including candidates engaged on Contract basis in Central / State Govt. Departments / PSUs) should produce **NOC** (no Objection Certificate) at the time of the Interview from their Employer, failing which they will not be permitted to appear for the Interview and will not be eligible for payment of Travelling Allowance;

✈ Candidates belonging to SC/ST/OBC/PWD categories are required to submit copies of Caste Certificates/Disability Certificate in the prescribed format at the time of Interview;

✈ Persons with **40% or more relevant disability** only are eligible to apply. Candidates are required to produce Disability Certificate issued by the Competent Authority at the time of Interview.

✈ For getting reservation benefits under the OBC-NCL category, the following are required to be adhered to:

➢ The candidate must belong to non – creamy layer;

➢ The name of caste and community of the candidate must appear in the 'Central list of Other Backward Classes';

➢ The candidate must furnish an OBC certificate as per the format prescribed by the Govt. of India (not older than six months as on **2.1.19**), from the Competent Authority, at the time of Interview.

✈ These 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;

✈ Candidates provisionally selected by HAL will have to undergo pre-employment Medical Exam before joining HAL. Applicants should have sound health and should

meet the medical standards prescribed by the Company. Appointment of selected candidates is subject to receipt of satisfactory medical report from the Company's Doctor as per the Medical standards of the Company. No relaxation in health standards will be allowed. Please refer to the Link available for Pre Employment Medical Standards prescribed by HAL.

✦ Appointment of selected candidates is subject to verification of Caste, PWD Certificate, Character & Antecedents from the concerned Authorities, as per the rules of the Company;

✦ 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;

✦ If the candidate has applied for more than one post in the same Advertisement, he will be considered only for the lowest post among the posts applied by him;

✦ If the information furnished by the candidate is found to be false or incomplete or is not found to be in conformity with the eligibility criteria mentioned in the advertisement, the candidature / appointment will be considered as revoked / terminated at any stage of the recruitment process or after recruitment or joining, without any reference given to the candidate;

✦ Any correspondences to the candidate will be made to the mobile number / on the e-mail id provided by the candidate in the Online Application. No other mode of communication will be adopted.

✦ Any sort of canvassing or influencing the Officials related to recruitment / selection process would result in immediate disqualification of the candidate;

✦ Selected candidates can be posted to any Division / R&D Center / Office of the Company. The candidates will not be allowed to seek / apply for transfer to any other Division / Location of the Company for initial three years of Service.

✦ Court of jurisdiction for any dispute / cause will be at Bangalore.

✦ Any corrigendum/Addendum, if any, will be hosted/ published on HAL Website. Candidates are requested to visit the website regularly for updates.

✦ In case any particular query is not covered above, the candidates can write to HAL at: recruitment@hal-india.com. No other mode of communication will be entertained.

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