



MISHRA DHATU NIGAM LIMITED
(A Government of India Enterprise) (A Mini Ratna-I Company)
Regd. Office: P.O. Kanchanbagh, Hyderabad – 500 058

MIDHANI, a Mini Ratna - I and an ISO 9001-2016 & AS 9100D, ISO 14001:2015, ISO 45001:2018 Company, is a high tech Metallurgical industry under the administrative control of Ministry of Defence, engaged in the manufacture of super alloys and special steels, titanium alloys in various mill forms and shapes for strategic sectors like Defence, Space, Atomic Energy and also for Commercial sectors. Company has around 775 employees and it requires outstanding Professionals in the following area:

Sl. No.	Post Name	Scale of Pay (Rs.) (IDA Pattern)	CTC Per annum considered at minimum of Basic Pay (approx.) Rs. In Lakhs	No. of posts	Reservation	Upper age limit for UR as on the date of advt. (yrs)
1.	Dy. General Manager (F&A)	80,000-3%-2,20,000	19.0	1	UR-1	45
2.	Manager (F&A)	60,000-3%-1,80,000	14.30	1	SC-1	40
3.	Transit House Keeper (Rohtak) (WG-1)	19,130/-	4.0	1	UR-1	30

- **CTC (Cost to Company) includes Basic Pay, DA, HRA, Perks & allowances (as applicable).**
- **Performance Related Pay/ Incentives (as applicable), EPF, Gratuity and Superannuation benefits are not included in CTC.**
- **HRA is calculated @ 27% for 'X-class' city & @9% for 'Z-class' city.**
- **Pay Protection will be applicable as per rules for posts at Sl.No. 1 & 2.**

1. Deputy General Manager (Finance & Accounts):

Qualification: Graduate with Associate Member of ICWA/CA

Experience: Should have minimum 13 years of post-qualification experience preferably in manufacturing Industry in any areas of Treasury Management/ Direct and Indirect Taxation/ Purchase scrutiny/ Consolidation and finalization of Accounts/ Internal Audit/ Costing & Budgeting/ Pricing/ Management of Receivables & Inventory/ Payrolls/ Provident Fund etc.

Experience in Heavy/ Metal industries are preferred where Batch Costing / Process costing are involved. Hands on experience in any ERP based application system will be an added advantage.

2. Manager (Finance & Accounts):

Qualification: Graduate with Associate Member of ICWA/CA

Experience: Should have minimum 7 years of post-qualification experience preferably in manufacturing Industry in any areas of Treasury Management/ Direct and Indirect Taxation/ Purchase scrutiny/ Consolidation and finalization of Accounts/ Internal Audit/ Costing & Budgeting/ Pricing/ Management of Receivables & Inventory/ Payrolls/ Provident Fund etc.

Experience in Heavy/ Metal industries are preferred where Batch Costing / Process costing are involved. Hands on experience in any ERP based application system will be an added advantage.

Contd..(1/5)

3. Transit House Keeper (for MIDHANI Armour Unit, IMT Rohtak, Haryana) (WG-1):

Qualification: SSC Pass.

Experience: Should have minimum 1 year of post-qualification experience in the relevant field. Possession of LMV/HMV driving license will be preferred. Age shall be relaxed for deserving candidates who possess adequate relevant experience to that extent.

General Conditions:

1. Only Indian nationals may apply.
2. Age, qualification & experience stipulated above should be as on **05.07.2023**
3. The upper age limit indicated above is for unreserved category. Age relaxation is applicable in accordance with the Government of India orders issued from time to time.
4. Management reserves the right to restrict / increase the number of posts & alter the eligibility criteria. Management reserves the right to devise its own selection criteria.
5. **Last date for submission of online applications will be 19.07.2023 and the cutoff date for all requisite parameters is 05.07.2023**
6. Candidates will be treated as debarred ab-initio at any stage of the recruitment process in case they do not fulfill essential eligibility criteria.
7. MIDHANI reserves the right to cancel the advertisement and / or the selection process there under without assigning any reasons.
8. Decision of MIDHANI Management regarding selection will be final. Further, MIDHANI Management reserves the right to fill up or otherwise any or all the notified posts and also to fill up future vacancies if any from the valid panel of selected candidates as per the rules of the company.
9. Appearance of the shortlisted candidates for written test/ proficiency test/ interview is provisional and it does not entitle them any claim for the post.
10. Outstation candidates called for test / interview will be reimbursed to & fro train fare as applicable for executive posts.
11. Corrigendum, if any, related to this advertisement shall be given only on our website www.midhani-india.in.
12. Candidates from PSUs should have put in at least 2 years experience in immediate lower grade (scale of pay) for posts at Sl. No. 1 & 2.
13. Similarly, candidates from private organizations applying for posts at Sl. No. 1 & 2 should get a minimum annual CTC as on the date of the advertisement equivalent to the annual CTC calculated based on the minimum experience required for PSU applicants in the immediate lower post. The components of CTC

include Basic Pay, DA, HRA, Perks & Allowances. Accordingly, candidates from private sector organizations applying for the below posts should possess a minimum CTC per annum as mentioned in the below table as on date of advertisement:

Applying for the post	Should possess a minimum CTC per annum in Lakhs
Manager (F&A)	10.1
Dy. General Manager (F&A)	14.1

14. **Selection process for Executives (Posts at Sl. No. 1 & 2):** Selection process for the shortlisted candidates based on initial screening of applications will be preferably through interview. However, if the numbers of applicants are more, written test may also be conducted.

Selection Process for Non-Executives (Post at Sl. No. 3):

Criteria for selection	Maximum marks
Written Test	100 reckoned to 70 marks
Qualification*	15
Experience#	15
Proficiency / Skill/ Trade Test	Pass / Fail
Total	100 marks
Written Test: 100 marks with 90 minutes time and no negative marking.	
*Qualification: 10 marks for minimum educational qualification and 2 marks for every additional relevant qualification subject to maximum of 15 marks.	
#Experience: 10 marks for minimum experience prescribed and 2 marks for every additional year of experience subject to maximum of 15 marks.	

Candidates shortlisted based on the initial screening of applications will be called for Written Test. Candidates qualified / shortlisted in the Written Test may be further called for Skill/ Trade/ Proficiency Test (as applicable).

15. Date, Time and Venue of the Selection Process will be intimated to the shortlisted / eligible candidates through E-mail/ MIDHANI Website only. Candidates called for Selection Process are required to bring the certificates (original and one set of attested photocopies) in proof of Qualification, Age, Experience, Category (as applicable), Employment Exchange Registration card etc. and two passport size recent colour photographs. **Candidates shortlisted for selection process have to mandatorily produce documents pertaining to ESI & PF (as per applicability) or Salaried Account Bank Statement (for the no. of years of experience) at the time of certificate verification process.**
16. Medium of written test/ skill test/ proficiency test will be in English only.
17. Candidates seeking reservation as EWS/ OBC are required to mandatorily upload the EWS/ OBC NCL certificate regarding his/her "EWS/ OBC Non Creamy Layer (NCL) Certificate" issued by the competent authority at the time of filling the online application form. In case of unavailability of recent certificate, the candidates may upload old EWS/ OBC Non Creamy Layer (NCL) Certificate at the time of filling the online application form, however, the shortlisted candidates, while attending for written test /skill test/ interview, will have to mandatorily produce original EWS/ OBC Non Creamy Layer certificate for verification and it should be issued on or after **01.01.2023**

18. All relevant documents pertaining to qualification (SSC certificate, graduation passing certificate, mark sheets, ICWA/CA intermediate and final passing certificate, **ICWA/ CA Associate membership certificate** etc., as per applicability) are to be mandatorily uploaded by the candidates at the time of filling the application from along with other documents. **Incomplete applications in any respect will be summarily rejected.**
19. Candidates have to upload all the relevant documents pertaining to date of birth proof (SSC certificate), qualification, percentage proofs, category, experience, pay scale, CTC per annum through the link available in the application form. Experience certificates should invariably contain the details of service, work experience & time period.
20. To establish your work experience, upload appointment letters, joining report, confirmation letters, increment letters, promotion letters, latest salary slips, experience certificates etc. where the date of joining and relieving (as per applicability), pay scale (of last two years) and CTC can be distinctly established. Relevant documents can be bunched together, converted in pdf format and uploaded accordingly in the online application form. **Applications without supporting documents and applications in which requisite eligibility criteria cannot be distinctly established will not be considered and will be summarily rejected.**
21. Before applying, the candidates should satisfy themselves regarding eligibility criteria desired for the post.
22. Necessary information regarding the Selection, Written Test / Skill Test/ Interview etc. will be hosted on MIDHANI URL://www.midhani-india.in from time to time. Candidates are requested to visit the website from time to time.
23. Selected candidates may be posted anywhere in India as per Company's requirement. MIDHANI Management reserves the right for the same. Therefore, candidates applying for the posts must be willing and prepared to work anywhere in India. The House Rent Allowance (HRA) shall also vary while affecting postings at various locations/cities based on the categorization of cities (X, Y & Z cities) as per Company Rules and/or latest Government guidelines. Candidates should be willing and prepared for the same.
24. Pre-employment medical examination will be conducted for all provisionally selected candidates. It is mandatory for all such candidates to clear the physical/ medical fitness failing which the candidature of selected candidates shall not be considered.
25. In case of any contradiction/anomaly/discrepancy in subject matter printed in respective English and Hindi Advertisements, the content printed in English advertisement will be considered as final and binding.

How to apply:

1. Interested and eligible candidates can visit the MIDHANI URL://www.midhani-india.in -> careers -> E-Recruitment and then read carefully the eligibility criteria and the instructions to apply online.
2. Application should be submitted strictly "ONLINE" by logging on to MIDHANI website given above. The website will be kept open between **1000 Hrs. on 05.07.2023 till 1700 Hrs. on 19.07.2023 for this purpose.**

3. Candidates are required to possess a **valid e-mail ID and contact number**, which is to be entered in the application so that intimation regarding test / interview can be sent. MIDHANI will not be responsible for bouncing of e-mail sent to the candidates.
4. The candidates have to make a payment of Rs.100/- (Rupees one hundred only) towards application fee through online payment using the debit card / credit card / net banking using the payment link available. Candidates belonging to SC/ST/PWD/ESM category are not required to pay the application fee.
5. After successful submission of online application, the candidate can take printout of the submitted application and keep it for future reference. **“Candidates need not send the hard copy”**. Applicants from Govt/Quasi Govt/PSU should submit **No Objection Certificate** at the time of test/interview. **Candidates without NOC will not be permitted for the test / interview.** No request in this regard will be entertained.

Advt.No: MDN/HR/E/NE/1/23

Date: 05.07.2023

General Manager (HR)
