

**DETAILED ADVERTISEMENT FOR WALK-IN-INTERVIEW**  
**(ADVT. NO. BCPL-28/2019)**

**Category-wise distribution of post**

SN.	Post	Grade	Upper age limit**	No. of Posts				
				UR	OBC*	SC	ST	Total
1	Dy. General Manager (Human Resources)	E-6	51	01N	-	-	-	01
2	Sr. Manager (Contract & Procurement)	E-4	40	01N	-	-	-	01
<b>Total</b>				<b>02</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>02</b>

*Abbr. used: UR-Un-Reserved, OBC-Other Backward Classes (Non-Creamy Layer), SC-Scheduled Caste and ST-Scheduled Tribe, N-New vacancy*

**Minimum eligibility criteria required for the posts**

S N.	POST, GRADE & PAY SCALE	MINIMUM ESSENTIAL EDUCATION QUALIFICATION REQUIRED	MINIMUM ESSENTIAL EXPERIENCE REQUIRED	AGE LIMIT
1	<b>Dy. General Manager (Human Resources)</b>  Grade: <b>E-6</b>  Pay Scale: <b>₹ 43,200 – 66,000/-</b>	Bachelor Degree with Two years MBA* / MSW with specialization in Personnel Management & Industrial Relations / Human Resource Management with minimum <b>55%</b> marks <b>OR</b> Bachelor Degree with Two years Master Degree / Two years PG Diploma in Personnel Management /Personnel Management &Industrial Relations with minimum <b>55%</b> marks. Preference will be given to candidates having additional qualification of Bachelor Degree in Law. (Professional)	<b>15 years</b> of Post Qualification executive experience (including experience as ET /MT) in line. Candidates working in Govt. / Public Sector must have minimum one year experience in the next lower pay scale or next lower equivalent pay scale.	<b>51</b> years
2	<b>Sr. Manager (Contract &amp; Procurement)</b>  Grade: <b>E-4</b>  Pay Scale: <b>₹ 32,900 –58,000/-</b>	Bachelor Degree in Engineering* with minimum <b>55%</b> marks. Preference will be given to candidates having 02 years MBA** with specialization in Materials Management.	<b>08 years</b> of Post Qualification executive experience (including experience as ET /MT) in line. Candidates working in Govt. / Public Sector must have minimum one year experience in the next lower pay scale or next lower equivalent pay scale.	<b>40</b> years

*\* includes Two years Post Graduate Diploma in Management / MMS with specialization in relevant field.*

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**GENERAL TERMS & CONDITIONS FOR WALK-IN-INTERVIEW**

1. **The cut-off date for determining age limit and post qualification experience will be 19.04.2019.**
2. Candidates who can join BCPL **within maximum 30 days from issue of offer of appointment will be given preference.**
3. **No TA will be paid for appearing walk-in-interview.**
4. All qualifications must be from UGC recognized Indian University / UGC recognized Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions / Statuary Council.
5. **Minimum percentage of marks in the essential qualification(s), as specified shall be considered as per Institute / University rules / norms.**
6. **Wherever DGPA / CGPA / OGPA / TGPA / CPI or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated by the applicant as per norms adopted by concerned University/ Institute.**
7. **Age relaxation:**  
Relaxed Age Limit for different category of candidates as applicable is specified below:
  - (i) The upper age limit is relaxable by **05 years** for PWD candidates.
  - (ii) The upper age limit is also relaxable by **05 years** for candidates domiciled in the state of **Jammu & Kashmir** between **01.01.1980 and 31.12.1989.**
  - (iii) In case of **Ex-servicemen** who have put in **not less than six months** continuous service in the **Armed Forces of the Union**, they shall be allowed to deduct the period of such service from their actual age, and if the resultant age does not exceed by more than **03 years** the maximum age limit prescribed for the posts / services for which a candidate seeks appointment, he / she be deemed to satisfy the conditions regarding the age limit.
8. **MEDICAL CRITERIA IN RESPECT OF EYE POWER:**  
In respect of technical officers, total myopia (including the cylinder) shall not exceed -4.00D. The total amount of hypermetropia (including the cylinder) shall not exceed +4.00D in each eye.  
In respect of non-technical officers, total myopia shall not exceed -8.00D. The total amount of hypermetropia shall not exceed +6.00D in case of candidates above the age of 20 years.
9. Candidates appointed for the posts will be placed under **probation for one year** in the grade / pay scale.
10. The selected candidates have to join at BCPL Administrative Office, Lepetkata, Dibrugarh, Assam and the place of posting for the positions will subsequently be decided by Management.

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11. **BCPL pay scales are likely to be revised w.e.f. 01.01.2017.** Besides Basic Pay, candidates will also be paid Industrial Dearness Allowance (IDA) at the applicable rates. Presently DA rate is 135.6% of Basic pay w.e.f. 01.10.2018. Other applicable allowances and benefits include Perquisites @ 48% of basic pay, North-East allowance @ 12.5% of basic pay (if posted in North-East region), Special Allowance @ 4% of basic pay, HRA, CMER (Conveyance Maintenance Expenses Reimbursement), etc. Medical Facility, Post-Retirement Medical Benefit (PRMB), Defined Contribution Pension Scheme (DCPS) will also be admissible as per company rules in force from time to time.

12. **WALK-IN-INTERVIEW PROCEDURE**

- (i) Before appearing for the Walk-in-Interview, **candidates should ensure that he / she fulfills all the eligibility and other criteria as mentioned in this advertisement.**
- (ii) The candidates who meet the job specifications may appear for walk-in-interview as per details mentioned below:

SN	Post	Grade	Date of Interview	Venue
1.	Sr. Manager (Contract & Procurement)	E-4	19 <sup>th</sup> April, 2019	Radisson Blu Hotel Iocl Petrol Pump, NH37, Gotanagar, Guwahati - 781033 Assam Phone: 0361-710 0100
2.	Dy. General Manager (Human Resources)	E-6	20 <sup>th</sup> April, 2019	

- (iii) **The reporting time is 08:30 am.**
- (iv) The candidates are required to fill the prescribed **Application for Employment (available in website [www.bcplonline.co.in](http://www.bcplonline.co.in))** and carry the same along with 02 recent passport size colour photographs at the time of interview.
- (v) Candidates will be required to produce original documents along with 01 set of **self-attested** copies of the following testimonials / documents at the time of interview for verification of documents failing which he / she will not be permitted to appear in the interview.
- Document in support of **Date of Birth (age)**.
  - **Latest Caste / Tribe certificate** (for SC / ST / OBC-NCL candidates as applicable) in the prescribed format issued by the Competent Authority, Disability certificate (in case of PH candidates) in the prescribed format issued by the Competent Authority and Ex-servicemen Proof (in case of Ex-servicemen candidates).
  - All Certificates / Testimonials in respect of **all qualifications** starting from matriculation onwards (all semester / year wise Mark Sheets & Degree certificates).

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- *Experience certificates / Documents issued by the Employers in support of experience details i.e. Date of Joining, Date of Absorption, Date of Promotion, Date of latest Increments, Date of Relieving and all other relevant information.*
  - *Forwarding Letter / NOC from the Employer in case candidate is presently employed in a Central / State Government / PSU / Semi Government organization.*
- (vi) The candidates will be interviewed only on production of all the above mentioned documents and verification of the details with the original mentioned therein. The candidates who do not meet the job specifications / do not submit any documents mentioned above will not be interviewed.
13. In the event of the Interview spilling over to the next day owing to unavoidable circumstances, the candidates will have to make their own arrangements for boarding / lodging at their own expenses.
14. BCPL would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post. No correspondence shall be entertained in this regard.
15. The OBC candidates who belong to “**CREAMY LAYER**” are **not** entitled for **OBC concession** and such candidates have to indicate their category as “**General**”.
16. Relaxations / Reservations for SC/ST/OBC (Non Creamy Layer) / PWD as per Government Directives are applicable.
17. For claiming the benefit of **Physically Handicapped (PH)**, the candidates should produce Medical Certificate issued by a Medical Board attached to the Special Employment Exchange / Vocational Rehabilitation Centre for PH or Head of concerned Department of a Government Civil Hospital satisfying the prescribed disability criteria. Candidates are required to submit the certificate in the prescribed format in support of their claim. Prescribed formats are hosted at **BCPL website [www.bcplonline.co.in](http://www.bcplonline.co.in)**. In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority, his / her candidature **will not be considered**.
18. Candidates from **SC/ST/OBC** category should produce their caste certificate issued by Competent Authority in the prescribed format as per the guidelines of Government of India in support of their claim. Prescribed formats are hosted at **BCPL website [www.bcplonline.co.in](http://www.bcplonline.co.in)**. In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority, his / her candidature will not be considered.
19. Candidates presently employed in Central / State Government / PSU / Autonomous bodies shall either forward their application through **Proper Channel** or shall produce **NOC** from their present employer at the time of Interview. In case, the application of the candidate is not forwarded through proper channel or the candidate fails to produce NOC

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from his / her present employer at the time of interview, his / her candidature will not be considered and will not be permitted to appear in the interview.

20. Candidature of the candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
21. BCPL reserves the right to raise the minimum eligibility standards. The Management also reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
22. **Any canvassing directly or indirectly by the applicant will disqualify his / her candidature.**
23. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of **Dibrugarh Court** only.
24. In case any dispute arises on account of interpretation in versions other than English, **English version will prevail.**

**IMPORTANT DATES**

Availability of Application for Employment and other prescribed forms / documents in BCPL website <a href="http://www.bcplonline.co.in">www.bcplonline.co.in</a>	<b>From 01.04.2019 to 20.04.2019.</b>
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