

BALMER LAWRIE & CO. LTD
REGIONAL HUMAN RESOURCE DEPARTMENT-KOLKATA

Balmer Lawrie & Co. Ltd., a Mini-Ratna Category-I CPSE under Ministry of Petroleum & Natural Gas is a highly diversified Company with pan-India presence. In order to fuel its vision of becoming a company of 2000 Crore Turnover with a 200 Crores Profit before Tax, the organization intends to hire Site Engineers for its **Strategic Business Unit-Refinery & Oil-Field Services [ROFS]**

The details of the positions are as under:-

S. No.	Name of the Post	No. of Positions	Discipline wise break-up	Location	Upper Age Limit as on 31.12.09	Approx. Annual CTC Range [Min. & Max.]
1.	Site Engineer[ROFS]	4	Electrical-2 Mechanical-1 Chemical-1	All India Project Sites (Transferable)	30	2.85 Lakhs to 7.00 Lakhs

Refinery & Oilfield Services [ROFS]

Site Engineer (ROFS)-Electrical/Mechanical/Chemical

Role Profile

Incumbent shall be broadly responsible for:-

- 1) Documentations such as Lay-out drawings, flow diagrams, equipment configurations
- 2) Supervision of Installation of equipment
- 3) Erection of Structures such as VACONO Deck Structure
- 4) Data Logging using PLC/PC System
- 5) Maintenance & Supervision of Data Monitoring System
- 6) Supervision of Construction/Modification/Maintenance/Operation of Modules

Eligibility Criteria

Educational Qualification

Diploma in Electrical/Mechanical/Chemical Engineering from a reputed Institute

Experience Profile for Mechanical & Chemical Stream

Minimum 3 years of working experience in Production or Maintenance Department of any Chemical Plant. He should be conversant with Operations & Maintenance of Centrifugal and Positive displacement Pumps, various types of Valves and Compressors and other Rotating equipments. Candidates having experience in Oil Sector will be given preference.

Knowledge of Erection of Pipelines and Civil work will be added advantage.

Experience Profile for Electrical Stream

Minimum 3 years of working experience in Electrical Maintenance Department of any Chemical Plant. He should be conversant with operation of Motors, Connection Motors and other Electrical appliances.

Knowledge in panel wiring and computer application will be an added advantage.

A) General instructions/guidelines for the candidates

- 1) Depending upon the qualification and experience selected candidates will be fitted in the appropriate scale of pay in the grade as per the rules of the company.
- 2) Candidate must satisfy themselves with respect to the qualification, age & experience before applying for the position.
- 3) The cut-off date for reckoning age & experience criteria shall be as on **31.12.2009**.
- 4) Candidate should understand that simply fulfilling the eligibility criteria by any way does not assure of getting a test/Interview call for the post. The qualification/eligibility bar can be enhanced/relaxed at the time of short listing of applicants.
- 5) Reservation benefits & Age relaxation for SC/ST/OBC (Non Creamy Layer)/Persons with Disability (PWD) candidates shall be as per Government Directives. Candidates claiming age relaxation as per reservation policy must enclose their Caste/Disability Certificates with the application form failing which they will be treated as General candidates. Age is relaxable upto 3 years for OBC (NCL), 5 years for SC/ST and 5 years (over & above category relaxation) for PWD candidates.
- 6) Any request for change of test/Interview centre will not be entertained.
- 7) Any verbal/written query relating to recruitment status will not be entertained.
- 8) The eligibility criteria with respect to qualification, experience & age as mentioned above may be relaxed in deserving cases by the Competent Authority.
- 9) Only outstation candidates called for interview will be reimbursed To & Fro Sleeper Class rail/non-AC bus fare on production of tickets towards travel expenses as per the rules of the Company.
- 10) Candidates should strictly apply in the prescribed application format [Downloadable through website]. No other formats/mode of application shall be accepted.
- 11) **Note:** All Positions in Refinery & Oilfield Services (ROFS) are subject to all India transfer on short notice from one project site to another, and as such only those candidates who are ready to extensively travel within India are requested to apply.

B) Compensation Package

Approximate Annual CTC as mentioned above includes Basic Pay plus other allowances like IDA, HRA, Conveyance/Transport Subsidy, Children Educational Allowance, Medical Benefit, Performance Related Pay, Loans & Advances, Statutory payments like PF/Gratuity etc. which are paid from time to time as per company's Rule.

C) **Mode of Selection**

On initial scrutiny of the application forms short-listed candidates will be called for Written Test/Interview which would be held in Kolkata/Mumbai/Delhi/Chennai.

D) **How to apply**

i) The application form in the prescribed format should be sent either through **Registered Post/ Courier/Speed Post**. Candidates applying against this advertisement must superscribe their sealed envelope as **“Application for the Post of Site Engineer[ROFS]”** and should send it to below mentioned address by closing date.

Address for sending Applications

“The Dy. General Manager (HR)-ER, Regional Human Resource Department,
Balmer Lawrie & Co. Ltd., 21, Netaji Subhas Road, Kolkata-700001, West Bengal”
Ph-033-22225468.

ii) The application format in the prescribed format only can also be e-mailed by attaching the same in all respect to rectt.rhrer@balmerlawrie.com by closing date.

E) **Closing Date** - The closing date for receipt of completed application forms in respect of above positions is **01.01.2010 against our advertisement in Times of India**. As regards advertisement in Employment News the closing date shall be **15 days from the publication of advertisement in Employment News**.