



आईआरईएल (इंडिया) लिमिटेड

IREL (India) Limited

भारत सरकार का उपक्रम- परमाणु ऊर्जा विभाग

(A Govt. of India Undertaking – Dept. of Atomic Energy)

प्लॉट नं.1207, वीर सावरकर मार्ग, सिद्धिविनायक मंदिर के पास, प्रभादेवी, मुंबई-400028

Plot No.1207, Veer Savarkar Marg, Near Siddhivinayak Temple, Prabhadevi,
Mumbai- 400028

CIN: U15100MH1950GOI008187

विज्ञापनसं./Advt.No.CO/HRM/28/2024

Detailed advertisement
for engagement of Project Coordinator / Project Director on Fixed Tenure Basis

IREL (India) Limited is a Mini Ratna Category-I Central Public Sector Undertaking, under the Administrative Control of Department of Atomic Energy, having its Corporate Office at Mumbai and is operating its Atomic Mineral Mining and Mineral Separation Plants at Chavara (Kerala), Manavalakurichi (Tamil Nadu) & Orissa Sands Complex (OSCOM) (Odisha) to produce Ilmenite, Rutile, Zircon, Sillimanite, Garnet etc. IREL (India) Limited has also set up a Rare Earths Extraction Plant (REEP) at Odisha having capacity to produce about 11,000-ton Rare Earth Concentrate and a High Pure Rare Earths (HPRE) plant at RED, Aluva to produce individual Rare Earth Oxide/Carbonates. IREL (India) Limited has also setup a joint venture with the Industrial Development Corporation of Odisha Limited (IDCOL) for setting up a new Atomic Mineral mining and mineral separation plant in Ganjam District in Odisha. Besides, company's upcoming prestigious projects include Rare Earth and Titanium Theme Park at Bhopal, Madhya Pradesh.

IREL (India) Limited invites applications from experienced senior professionals including retired executives from Government Organizations / Central Public Sector Enterprises (CPSEs) / autonomous organizations of government for the following post on fixed tenure basis through E-mail to: - hrmrect-ho@irel.co.in on or before 31.03.2024.

1.0 Details of vacancy / Position:

Name of the Post	No. of Posts	Qualification, Experience criteria & Upper age limit
Project Coordinator/ Project Director for IREL IDCOL Limited	01 (UR)	<p><u>Qualification:</u> B.E / B. Tech / B. Sc. Engg. Degree in any discipline or equivalent or M. Tech / M.E. or equivalent or Ph. D in Science /Technology disciplines or equivalent</p> <p><u>Experience:</u> Minimum 20 years' experience in the relevant field and having experience of managing projects.</p> <p>Exposure to Beach Sand Mining (BSM) including mineral beneficiation process along with being conversant with Atomic Energy Safety Rules is desirable and will have added advantage.</p> <p>The candidate should have effective communication, interpersonal skills, problem solving and analytical ability, result orientation and leadership qualities, role-based functional competency etc.</p> <p>Upper age limit: 64 Years</p>

Job Description:

- Supervise all projects management phases, manage project expectations with external and internal stakeholders, coordinate and track various projects through an entire project lifecycle, mentor, motivate and supervise project team members, prioritize the tasks of the project, create accurate resource requirements, partner with all departments to ensure project tasks are executed and reviewed within the predefined scope, maintain the quality of deliverables, report and escalate issues to the management when necessary, manage risks and opportunities of the project, measure project performance using appropriate systems, including carrying out specific project related works assigned from time to time.

- (a) All qualifications / degree must be from UGC recognized Indian University / deemed universities or AICTE approved courses from autonomous Indian Institutions / concerned statutory council (wherever applicable).
- (b) In case of any dispute arising about the admissibility of any particular qualification, the decision of the Management of IREL shall be final and binding.

Candidates for the above post should also possess good communication skills leadership qualities and ability to work in a computerized environment.

2.0 Remuneration & other benefits:

For Retired Executive:

The consolidated compensation will be Rs.1,00,000/- per month and in case of out station incumbents, House Rent Allowance (HRA) at applicable rates will also be paid.

For those not retired:

- a) Monthly remuneration of Rs.1,00,000/- per month. Additionally, he/she shall be granted Annual Increment @ 3% for every completed year.
- b) Dearness Allowance (DA) as applicable from time to time
- c) House Rent Allowance (HRA) at applicable rates on the consolidated pay.
- d) Provident Fund Contribution @ 12% on the consolidated pay as per EPF Trust Rules.
- e) Medi-Claim coverage of Rs.1,00,000/- per year.

2.1 Other benefits:

Travelling Allowance (TA)/Daily Allowance (DA) and Mobile usage charges shall be reimbursed as per the entitlement applicable to the grade of General Manager (E-7) in the company.

Selected candidates shall be eligible for Twelve (12) days leave in a calendar year on pro-rate basis. No remuneration for the period of his/her absence in excess of admissible leave will be paid. Also, un-availed leave in a calendar year cannot be carried forward to next calendar year.

The Project Coordinator / Project Director shall not be eligible for any other allowances / benefits apart from above.

3.0 Duration of the engagement:

The engagement will be for a period of two years which may be extendable for not more than one year at a time, however not beyond the age of 65. The progress will be reviewed half-yearly and the contract can be terminated at any point of time during this period in case the performance is not satisfactory. In any case, the tenure of the contract shall be coterminous with the completion of the project.

4.0 Mode of Selection:

The mode of selection for the above position would be through Interview.

5.0 Place of Posting: The selected candidate initially will be posted at IREL IDCOL Limited, Bhubaneshwar, Odisha.

Note: The incumbent has to travel at project location as and when required.

6.0 HOW TO APPLY

Interested eligible candidates, meeting above criteria and desirous to offer their services, are requested to email their detailed Curriculum Vitae (CV) / Bio-data to hrmrect-ho@irel.co.in with subject line "Application for the post of Project Coordinator / Project Director" on or before 31.03.2024.

7.0 GENERAL CONDITIONS AND INSTRUCTIONS

- (a) Only Indian nationals need to apply. Mere submission of application will not entail right for being screened in or for appointment.
- (b) The cut-off date for reckoning eligibility for educational qualifications, age and experience will be 31.03.2024.**(closing date of application)**.
- (c) Candidates are advised to ensure while applying that they fulfil the eligibility criteria and other requirements mentioned in the advertisement and that the particulars furnished by them are correct in all respect. Their candidature at every stage is purely provisional. In case it is detected at any stage of recruitment process that the candidate does not fulfil the eligibility criteria and/or does not comply with other requirements of this advertisement and /or he/she has furnished any incorrect or false information or has suppressed any material fact, his/her candidature is liable to be rejected. If any of the above shortcomings is/are detected even after appointment his/her services will be terminated without any notice.
- (d) Intimation regarding interview etc. will be sent through e-mail only.
- (e) Merely meeting the above qualifications and experience shall not entitle a candidate to be called for interview. Only short-listed candidates will be called for interview. Based on the requirement, online test/interview through Video Conferencing may be conducted. Modalities of Virtual mode of test / Interview (as the case may be) shall be intimated separately.
- (f) Verification of original certificates will be done only at the time of interview/joining (as case may be). In case of online interviews, verification of original documents will be done subsequently prior to joining of selected candidates. The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the eligibility criteria.
- (g) Depending on the requirements, the Company reserves the right to increase/curtail/cancel the number of positions without any further notice and without assigning any reasons thereof. IREL also reserves the right to cancel/restrict/modify/alter the advertisement/recruitment process and/or the selection process without issuing any further notice or assigning any reason whatsoever.

- (h) Records of the candidates not selected shall not be preserved beyond 01 year from the date of interview or publication of next advertisement for the post(s), whichever is earlier.
- (i) Appointment of selected candidate/s is subject to Medical fitness, experience verification etc. as per the Rules of the company.
- (j) Request for change of Mailing address/email ID/category/ posts and other information as declared will not be entertained.
- (k) Any legal proceedings in respect of any dispute with regard to the recruitment against this advertisement can be instituted only in Mumbai. Only Courts/Forums/Tribunals at Mumbai shall have the sole and exclusive jurisdiction to try any such Case/Dispute.
- (l) In case of any typographical errors or omissions/clarifications/corrigendum/addendum in respect of the above advertisement shall be made available only on our official website <http://www.irel.co.in>. No further press notifications will be given. Hence, prospective applicants are advised to visit IREL website <http://www.irel.co.in> on regular basis for the above purpose.
- (m) All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the company's website.
- (n) Company will not be responsible for any loss of email sent, due to invalid/wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year.
- (o) Resolution of doubts: In case of doubts and interpretation, the decision of CMD and selection agency shall be final and binding.
- (p) In case of any ambiguity/dispute arising on account of interpretation in English or Hindi version, English version shall be final.
- (q) Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.

'IREL is not responsible for printing errors if any'