



MECON LIMITED

(A PSU under Ministry of Steel, Govt. of India)

H.O: Doranda, Ranchi-834002;

CIN No.: U74140JH1973GOI001199

Ref. Adv. No. : 11.73.4.1/2026/Cont/02 dated : 23.03.2026

WALK-IN-INTERVIEW

RECRUITMENT FOR CONTRACTUAL ENGAGEMENT OF EXPERIENCED PROFESSIONAL ON FULL TIME FIXED TENURE (FTFT) BASIS

MECON Limited, originally established as the Central Engineering & Design Bureau (CEDB) in 1959, is one of India's premier Design, Engineering, Consultancy, and Contracting organizations. The company provides a comprehensive range of services for Greenfield as well as Brownfield projects, covering the entire project lifecycle from concept to commissioning, including Engineering, Procurement and Construction (EPC) execution. With a Pan-India network of offices, MECON is a multi-disciplinary organization staffed with experienced and dedicated engineers, scientists, and technologists. Over more than six decades of operations, MECON has successfully executed over 4,000 consultancy and EPC assignments for a wide variety of projects for clients both in India and abroad. MECON has played a pivotal role in the development and expansion of the Indian Iron & Steel industry. The company is an ISO 9001:2015 certified organization and has established technological collaborations with leading global organizations across multiple sectors. Recognized as a Premier Miniratna, Schedule "A" Government of India Enterprise under the Ministry of Steel, MECON Limited invites applications from experienced professionals for engagement on a Full Time Fixed Tenure (FTFT) basis for various projects being executed all over India. The details of the positions are provided below at Sl.No.2.

1. IMPORTANT DATES:

Activity	Date
Opening date for submission of Online application	27.04.2026
Closing date for submission of Online application	11.05.2026

2. POST CODE, NAME OF POST, NUMBER OF POST, QUALIFICATION, POST QUALIFICATION EXPERIENCE, YEARS OF EXPERIENCE:

Post code	Name of the post	No. of post(s)	Qualification as on 23.03.2026	Post Qualification Experience as on 23.03.2026	Years of Experience	Upper Age Limit (Years)	Consolidated Pay Per Month (Rs.)	Duration of contract period in Years
01	Addl. Engineer (Civil)	2	B.E/ B. Tech in Civil Engineering	Minimum 10 years of experience in civil construction industry involving industrial projects. Design experience, if any, would be an added advantage.	10	50	67860	2

Post code	Name of the post	No. of post(s)	Qualification as on 23.03.2026	Post Qualification Experience as on 23.03.2026	Years of Experience	Upper Age Limit (Years)	Consolidated Pay Per Month (Rs.)	Duration of contract period in Years
02	Addl. Engineer (Structural)	2	B.E/ B. Tech in Civil Engineering	Minimum 10 years of experience in structural steel fabrication and erection works, including site supervision for industrial projects. Design experience, if any, would be an added advantage.	10	50	67860	2
03	Addl. Engineer (Mechanical)	1	B.E/ B. Tech in Mechanical Engineering	Minimum 10 years of experience in site execution & supervision of mechanical works for industrial projects.	10	50	67860	2
04	Addl. Engineer (Electrical)	2	B.E/ B. Tech in Electrical/Electrical & Electronics Engineering	Minimum 10 years of experience in site supervision of Electrical works at site in Industrial Projects. Design experience, if any, would be an added advantage.	10	50	67860	1
05	Addl. Engineer (Planning)	2	B.E/ B. Tech in any Engineering/Technology	Minimum 10 years of experience in project planning and scheduling using Primavera/ MS Project, with exposure to EPC/ PMC projects, progress monitoring, MIS reporting and multidisciplinary coordination, experience in delay analysis and claims would be an added advantage	10	50	67860	2
06	Engineer (Safety)	2	Diploma engineers/Other Degree holders (Other than Engineering Degree) along with Diploma/certification course in Industrial fire & safety/Industrial safety/HSE (Health, Safety, Environment)	Minimum 16 years of experience in industrial fire & safety, industrial safety, or HSE (Health, Safety & Environment) in execution of industrial plant projects.	16	50	78390	2
07	Addl. Engineer (Quality)	1	B.E/ B. Tech in Mechanical Engineering and NDT Level-2 Certification	Minimum 10 years of experience in Mechanical QA/QC in Industrial projects.	10	50	67860	2
08	Addl. Engineer (Quality)	1	B.E/ B. Tech in Civil Engineering	Minimum 10 years of experience in civil QA/QC in Civil construction industries.	10	50	67860	2
09	Addl. Engineer (Quality)	1	B.E/ B. Tech in Civil Engineering	Minimum 10 years of experience in civil QA/QC for EPC/PMC Civil construction projects	10	50	67860	2
10	Addl. Engineer (Mineral Processing) (OR) Deputy Engineer (Mineral Processing)	1	B.E/ B.Tech in Mineral Processing/ Mechanical Engineering/Chemical engineering/Metallurgical engineering/ (OR) B.Sc / M.Sc Chemistry	Minimum 10 years of experience of Mineral Processing/ Beneficiation Plant operations. Design experience, if any, would be an added advantage.	10	50	67860 (OR) 49140	2
11	Addl. Engineer (Mining)	1	B.E/ B. Tech in Mining Engineering	Minimum 10 years of experience in site supervision of Mining operations. Mine Planning experience, if any, would be an added advantage.	10	50	67860	2

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12	Dy. Engineer (Civil)	2	B.E/ B. Tech in Civil Engineering	Minimum 5 years of experience in civil construction industry involving Industrial Projects. Design experience, if any, would be an added advantage.	5	50	54990	2
13	Dy. Engineer (Structural)	2	B.E/ B. Tech in Civil Engineering	Minimum 5 years of experience in Structural Steel Fabrication and erection works, including Site supervision for Industrial Projects. Design experience, if any, would be an added advantage.	5	50	54990	2
14	Dy. Engineer (Mechanical)	3	B.E/ B. Tech in Mechanical Engineering	Minimum 5 years of experience in site execution & supervision of Mechanical works for industrial projects.	5	50	54990	2
15	Dy. Engineer (Refractory)	2	B.E/ B. Tech. in Ceramic Engineering/ Technology	Minimum 5 years of experience in refractory and ceramics works related to engineering, construction & execution of industrial plant projects.	5	50	54990	2
16	Dy. Engineer (Electrical)	2	B.E/ B. Tech in Electrical/Electrical & Electronics Engineering.	Minimum 5 years of experience in site supervision of Electrical works at site in Industrial Projects. Design experience, if any, would be an added advantage.	5	50	54990	1
17	Dy. Engineer (Instrumentation)	2	B.E/ B. Tech in Instrumentation/Instrumentation & Control/Electronics & Instrumentation Engineering/ Technology	Minimum 5 years of experience in site supervision of Instrumentation/ automation works in Industrial Projects. Design experience, if any, would be an added advantage.	5	50	54990	1
18	Dy. Engineer (Planning)	4	B.E/ B. Tech in any Engineering/Technology	Minimum 5 years of experience in project planning and scheduling using Primavera /MS Project, with exposure to EPC/PMC projects, progress monitoring, MIS reporting and multidisciplinary coordination, experience in delay analysis and claims is an added advantage.	5	50	54990	2
19	Dy. Engineer (Quality)	2	B.E/ B. Tech in Mechanical Engineering and NDT Level-2 Certification	Minimum 5 years of experience in mechanical QA/QC for EPC/PMC projects in compliance with codes and specification.	5	50	54990	2
20	Dy. Engineer (Quality)	2	B.E/ B. Tech in Civil Engineering	Minimum 5 years of experience in civil QA/QC for EPC/PMC projects, including material testing, site inspections, documentation and compliance with drawings, codes, and specifications.	5	50	54990	2
21	Asst. Engineer (Safety)	5	Diploma engineers/Other Degree holders (Other than Engineering Degree) along with Diploma/certification course in Industrial fire & safety/Industrial safety/HSE (Health, Safety, Environment)	Minimum 5 years of experience in the field of Industrial Fire & Safety/Industrial Safety/HSE (Health, Safety, Environment) during execution of Industrial plants.	5	50	43880	2

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22	Dy. Engineer (Mining)	1	B.E/ B. Tech in Mining Engineering	Minimum 5 years of experience in site supervision of Mining operations. Mine Planning experience, if any, would be an added advantage.	5	50	54990	2
23	Dy. Engineer (Mineral Processing) (OR) Asst. Engineer (Mineral Processing)	1	B.E/ B.Tech in Mineral Processing/ Mechanical Engineering/Chemical engineering/Metallurgical engineering/ (OR) B.Sc / M.Sc Chemistry	Minimum 5 years of experience of Mineral Processing/ Beneficiation Plant operations. Design experience, if any, would be an added advantage.	5	50	54990 (OR) 43880	2
24	Asst. Engineer (Architecture)	2	Bachelor in Architecture	Minimum 2 Years of experience in Autodesk Revit, AutoCad, Twin motion(Optional)	2	50	45050	2
25	Dy. Executive (HR)	1	PG Degree / PG Diploma (2 Years Duration Course) / MBA/ MSW/MA With specialisation in HRM / IR/ Personnel Management / Organization Development / HRD / Labour Welfare	Minimum 5 Years of experience in handling entire gamut in HR	5	50	54990	3
26	Dy. Engineer (Projects)	1	Degree In Civil Engineering	Minimum 5 years of experience in construction & site supervision of civil works	5	50	54990	1
27	Addl. Engineer (Projects)	1	Degree In Mechanical Engineering	Minimum 10 years of experience / association with any Industrial project in relevant field	10	50	67860	1
28	Addl. Officer (Marketing)	1	Graduate in any Discipline	Minimum 15 Years of experience with any Govt. / PSU organization in areas related to marketing activities viz. administrative work, MIS preparation, assistance in preparation of audit queries, Annual / Commercial reports for Management / Ministry	15	50	66110	1
29	Dy. Engineer (Mining)	1	B.E / B.Tech in Mining	Minimum 5 years of experience in erection activities of Mining Projects	5	50	54990	5
30	Dy. Engineer (Mechanical)	3	B.E / B.Tech in Mechanical	Minimum 5 years of experience in erection activities of Material Handling / Water Supply / ACVS / Project Planning activities. (Relevant experience in mining projects will be preferred.)	5	50	54990	5
31	Dy. Engineer (Structural)	3	B.E / B.Tech in Structural / Civil	Minimum 5 years of experience in erection activities. (Relevant experience in mining projects will be preferred.)	5	50	54990	5
32	Dy. Engineer (Civil)	3	B.E / B.Tech in Civil	Minimum 5 years of experience in construction activities. (Relevant experience in mining projects will be preferred.)	5	50	54990	5

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33	Dy.Engineer (Electrical)	3	B.E / B.Tech in Electrical/ Electrical & Electronics/ Electrical & Instrumentation	Minimum 5 years of experience in installation of Electrical facilities. (Relevant experience in mining projects will be preferred.)	5	50	54990	5
34	Dy.Engineer (Instrumentation)	2	BE/B.Tech in Instrumentation/ Instrumentation & Control Engineering/ Electrical & Instrumentation/Electronics & Instrumentation/ Electronics & Communication	Minimum 5 years of experience in installation of Instrumentation facilities. (Relevant experience in mining projects will be preferred.)	5	50	54990	5
35	Dy.Executive (Contracts)	2	BE/B.Tech in Civil/Mechanical/Electrical /Electrical & Electronics/ Electrical & Instrumentation	Minimum 5 years of experience in processing of RA bills of Contractors. (Relevant experience in mining projects will be preferred.)	5	50	54990	5
36	Addl.Engineer (Civil)	2	Degree in Civil Engineering	Minimum 9 Years of experience in Heavy Industries like Integrated Steel Plant, Infrastructure works etc. in Civil works. i.e. earthwork in excavation and embankment filling with heavy machineries, open civil foundation works, piling works, road works with flexible and rigid pavements etc.	9	50	67860	5
37	Dy.Engineer (Civil)	2	Degree in Civil Engineering	Minimum 5 Years of experience in Heavy Industries like Integrated Steel Plant, Infrastructure works etc. in Civil works. i.e. earthwork in excavation and embankment filling with heavy machineries, open civil foundation works, piling works, road works with flexible and rigid pavements etc.	5	50	54990	5
38	Asst.Engineer (Civil)	2	Degree in Civil Engineering	Minimum 2 Year of experience in Heavy Industries like Integrated Steel Plant, Infrastructure works etc. in Civil works. i.e. earthwork in excavation and embankment filling with heavy machineries, open civil foundation works, piling works, road works with flexible and rigid pavements etc.	2	50	45050	5
39	Addl.Engineer (Structural)	1	Degree in Civil Engineering	Minimum 9 Years of experience in Heavy Industries like Integrated Steel Plant, Infrastructure works etc. in Structural works. i.e. structural fabrication and erection works in industrial structures etc.	9	50	67860	5
40	Dy.Engineer (Structural)	3	Degree in Civil Engineering	Minimum 5 Years of experience in Heavy Industries like Integrated Steel Plant, Infrastructure works etc. in Structural works. i.e. structural fabrication and erection works in industrial structures etc.	5	50	54990	5

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41	Addl.Engineer (Planning)	1	Engineering Degree in Civil / Mechanical Engineering	Minimum 9 years of experience in project planning and scheduling using Primavera and MS Project, with exposure to EPC/PMC projects, progress monitoring, MIS reporting, multidisciplinary coordination and delay analysis.	9	50	67860	5
42	Dy.Engineer (Planning)	1	Engineering Degree in Civil / Mechanical Engineering	Minimum 5 years of experience in project planning and scheduling using Primavera and MS Project, with exposure to EPC/PMC projects, progress monitoring, MIS reporting, multidisciplinary coordination and delay analysis.	5	50	54990	5
43	Asst.Engineer (Planning)	1	Engineering Degree in Civil / Mechanical Engineering	Minimum 2 years of experience in project planning and scheduling using Primavera and MS Project, with exposure to EPC/PMC projects, progress monitoring, MIS reporting, multidisciplinary coordination and delay analysis.	2	50	45050	5
44	Addl.Engineer (Mechanical)	1	Engineering Degree in Mechanical Engineering	Minimum 9 Years of experience in Heavy Industries like Integrated Steel Plant in erection, supervision and monitoring of mechanical works in the project site.	9	50	67860	5
45	Dy.Engineer (Mechanical)	1	Engineering Degree in Mechanical Engineering	Minimum 5 Years of experience in Heavy Industries like Integrated Steel Plant in erection, supervision and monitoring of mechanical works in the project site.	5	50	54990	5
46	Asst.Engineer (Mechanical)	4	Engineering Degree in Mechanical Engineering	Minimum 2 Year of experience in Heavy Industries like Integrated Steel Plant in erection, supervision and monitoring of mechanical works in the project site.	2	50	45050	5
47	Addl.Engineer (Electrical)	1	Engineering Degree in Electrical Engineering	Minimum 9 Years of experience in Heavy Industries like Integrated Steel Plant in erection, supervision and monitoring of electrical works in the project site.	9	50	67860	5
48	Dy.Engineer (Electrical)	2	Engineering Degree in Electrical Engineering	Minimum 5 Years of experience in Heavy Industries like Integrated Steel Plant in erection, supervision and monitoring of electrical works in the project site.	5	50	54990	5
49	Asst. Engineer (Electrical)	1	Engineering Degree in Electrical Engineering	Minimum 2 Year of experience in Heavy Industries like Integrated Steel Plant in erection, supervision and monitoring of electrical works in the project site.	2	50	45050	5
50	Asst. Engineer (Environmental)	1	Master's (Post graduate) degree in Life Sciences like Zoology/ Botany/ Environmental Science/ Biotechnology	Minimum 2 years of Experience in Horticulture/ Green Belt Development	2	50	45050	5

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51	Addl. Executive (Contracts)	1	Engineering Degree in any discipline	Minimum 9 Years of experience in contracting / commercial activities like preparation of tenders documents, evaluation of tender documents, order placement at site, contractor bills checking and recommendation for payments, checking and certification of contractors extra claims, contract closure activities etc.	9	50	67860	5
52	Dy. Executive (Contracts)	1	Engineering Degree in any discipline	Minimum 5 Years of experience in contracting / commercial activities like preparation of tenders documents, evaluation of tender documents, order placement at site, contractor bills checking and recommendation for payments, checking and certification of contractors extra claims, contract closure activities etc.	5	50	54990	5
53	Asst. Executive (Contracts)	1	Engineering Degree in any discipline	Minimum 2 Year of experience in contracting / commercial activities like preparation of tenders documents, evaluation of tender documents, order placement at site, contractor bills checking and recommendation for payments, checking and certification of contractors extra claims, contract closure activities etc.	2	50	45050	5
54	Asst. Engineer (Projects)	1	Engineering Degree in Electrical Engineering / Electronics & Communication / Instrumentation	Minimum 2 Year of experience in IT areas like updation of SAP and DPMS related issues in the project site. Updating of DPR, MPR at site in DPMS, Processing of Employees attendance for Salary and perks payment, Contractor bills certification in SAP for payment etc.	2	50	45050	5
55	Asst.Executive (Finance)	1	Final examination of The Institute of Cost Accountants of India/The Institute of Chartered Accountants of India	Minimum 2 Year of experience in financial accounting, cost accounting, accounts payable, accounts receivable, taxation.	2	50	45050	5
56	Asst.Executive (HR)	1	PG Degree/ PG Diploma (2 Years duration course) / MBA/ MSW/ MA with specialization in HRM/ Personnel Management/ IR/ Labour Management/ Organizational Development/ HRD/ Labour Welfare	Minimum 2 Year of experience in handling entire gamut of HR	2	50	45050	5

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57	Addl. Executive (Admin)	1	Graduation in any Discipline with Full Time Regular Degree in MBA/PGDM.	Minimum 9 Years of experience in handling Administrative activities like Man Power Handling under IR Rules / Asset Management , Transport Management , Booking of Hotel / Guest House Accommodation, Invoice / Bill Processing, Capable of drafting various Administrative approvals as per the requirement.	9	50	67860	5
58	Dy.Executive (Admin)	1	Graduation in any Discipline with Full Time Regular Degree in MBA/PGDM.	Minimum 5 Years of experience in handling Administrative activities like Man Power Handling under IR Rules / Asset Management , Transport Management , Booking of Hotel / Guest House Accommodation, Invoice / Bill Processing, Capable of drafting various Administrative approvals as per the requirement.	5	50	54990	5
59	Asst.Executive (Admin)	1	Graduation in any Discipline with Full Time Regular Degree in MBA/PGDM.	Minimum 2 Years of experience in handling Administrative activities like Man Power Handling / Transport Management , Booking of Hotel / Guest House Accommodation, Invoice / Bill Processing, Capable of drafting various Administrative approvals as per the requirement.	2	50	45050	5
60	Asst.Engineer (Civil)	3	Full Time Diploma in Civil Engineering	Minimum 5 Years experience in execution of civil works in industrial projects.	5	50	43880	3

Walk-In-Interview

Walk-In-Interviews shall be conducted at Delhi, Ranchi, Kolkata & Bangalore, and Interview dates shall be notified in MECON Career page.

3. PAY & OTHER BENEFITS:

The consolidated pay against each post is mentioned in the above table (Clause.2). In addition to the same, the following benefits will be provided.

I. **Allowances (Other than Consolidated Pay):**

- Contract employees posted at site/project locations shall be paid Site Allowance @ 7.5% of pay.
- Contract employees posted at Metro Locations shall be paid Metro Allowance @2.5% of Pay.

II. **Annual Increment :**

The annual increment shall be 3% of the consolidated pay (rounded to next ten rupees) and shall be further regulated as per rules of the company.

III. **Medical Facilities :**

- Medical facilities (OPD, IPD including medicine from Ispat Hospital) shall be provided for self, Spouse and 2 dependent Children as available at Ispat Hospital, if posted at Ranchi.
- For other locations, free consultation facility will be provided by the company's Retainer doctor.
- Reimbursement of annual premium amount paid limited to Rs.15,000/- towards Mediclaim policy (Rs.4,00,000/- on floater basis)as per the company policy.

IV. **Accommodation**

Company's residential accommodation (Family accommodation/Bachelor accommodation of the Company or client) shall be provided depending upon availability, on charges as per prevailing rules of the company. In case, Company's residential accommodation is not availed, HRA at the rate of 5% of consolidated pay shall be paid.

V. **Leave And Holiday**

- Casual Leave (CL) - 12 days in a calendar year on pro-rata basis (1 day per month) shall be provided.
- Earned Leave (EL) - 18 days in a calendar year on pro-rata basis i.e., 1 day for every 20 days worked. EL can be accumulated upto a maximum limit of 45 days.
- Half Pay Leave (HPL) - 14 days in a calendar year on pro-rata with facility of commutation on production of medical certificate.
- Maternity Leave- It shall be as applicable to the Regular Employees.
- National Holidays, Festival Holidays & Restricted Holidays (4 nos.) shall be as applicable to regular employees.

VI. **Group Personal Accident Policy – 25 Lakhs (Sum Insured)**

4. MODE OF QUALIFICATION:

- I. The Requisite educational qualification for Engineering should be acquired through Regular/Full Time Course only. For all other posts (Except for Certificate courses and Post Codes: 57,58 &59), it should be acquired through Regular/ Full Time/Open and Distance Learning mode. The certificate courses can be acquired through part time.
- II. The required educational qualifications must have been acquired from Universities / Institutes recognized by Government/ accredited by councils / bodies like UGC /AICTE / MCI / ICAI / ICSI set up by Central or State Government for the purpose.
- III. In case of any dispute arising about admissibility of any particular qualification the decision of Chairman & Managing Director, MECON Limited shall be final and binding.

5. DEFINITION OF WORK EXPERIENCE:

1. The work experience shall be in full time job on regular salary basis and in relevant area as stipulated against respective posts.
2. In case of intermittent nature of job the actual days engaged in full time job only will be considered for calculating number of years of experience.
3. Any other nature of experience like freelance experience will not be considered as it is not a full time job and required number of years of experience cannot be established.
4. Entrepreneurial experience will not be considered for the purpose of ascertaining required number of years of experience.
5. Period of on-the-job training undertaken by the candidates as Management Trainee (MT) / Executive Trainee (ET)/ Graduate Trainee (GT) in only PSUs shall be considered for determining work experience.
6. Articleship / Internship / Academic Project / Teaching / Research experience shall not be considered as Post Qualification Experience.
7. Period of apprenticeship under Apprenticeship Act shall be considered for the purpose of ascertaining required number of years of post-qualification experience.

6. DOCUMENTARY EVIDENCE FOR WORK EXPERIENCE:

The candidate is required to submit experience certificate / documentary evidence for establishing work experience as mentioned below;

1. For Past Employment -

Candidates must submit work experience certificates for all previous employments mentioned in the application form. These certificates should clearly indicate the date of joining, date of relieving, nature of duties or specific areas of experience, relevance of the experience to the applied post.

In the absence of an experience certificate from any past employer, the corresponding work experience will not be considered. Consequently, if the candidate fails to meet the minimum required post-qualification experience due to such omission, it may lead to rejection of their candidature.

2. For Current Employment.

Experience Certificate or Offer letter/Appointment letter / Pay Slip / Identity Card issued by Employer, showing the date of joining and proof of continuity of present employment i.e. Last 03 (three) months Pay Slips from the date of advertisement, which the candidate has mentioned in the application form. In case of non-submission of these documents, it may lead to rejection of the candidature.

NOTE:

- i. If the candidate is not able to provide experience certificate for current employment, the candidate must submit the documents mentioned at SL. No. 6.2 to clearly prove the continuity in the job.
- ii. Self-declaration regarding nature of jobs / specific areas of experience / experience in the relevant fields etc will not be considered / accepted.
- iii. Non-submission of the documents as mentioned above for establishing requisite experience may lead to rejection of the candidature.

7. UPPER AGE LIMIT POSTWISE:

The Upper Age Limit for General & EWS category candidates shall be as mentioned against each post.

AGE RELAXATION: Upper Age Limit is relaxed by:

- 3 Years for OBC (Non-Creamy Layer)
- 5 Years for SC / ST
- Persons with Disabilities candidate:
 - By 10 Years for General (UR)
 - By 13 Years for OBC (Non-Creamy Layer)
 - By 15 Years for SC / ST
- 5 Years for the candidates who are the domicile of J&K during the period from 01.01.1980 to 31.12.1989 as per Govt. of India guidelines.
- Relaxation for Ex-Servicemen category candidates is as per extant Govt. of India guidelines.

8. CUT OFF DATE: The cutoff date for deciding the age and post qualification work experience shall be the date of advertisement (i.e. 23.03.2026).

9. RESERVATIONS AND RELAXATIONS:

1. Reservations and relaxations for SC / ST / OBC (Non-Creamy Layer) / PwD (**Percentage of Disability - 40% or above**) / EWS candidates will be provided as per guidelines of Govt. of India for the purpose. The reservation for PwD is on horizontal basis.

SC, ST & OBC (Non-Creamy Layer) category candidates applying against UR category post shall be considered on the General category merit and no relaxation in Upper Age Limit and application fee, is applicable to them.

2. For getting benefits of reservation under OBC category:

- (a) The candidates need to furnish their latest OBC (NCL) Certificate as per format prescribed by Govt. of India.
- (b) OBC (Non-Creamy Layer) certificate should be as per the format prescribed by Advertisement. Further, OBC (NCL) applicants, if called for interview will have to show a valid OBC (NCL) Certificate at the time of reporting for interview.

3. For getting benefits of reservation under EWS category:

- (a) The benefit of reservation under EWS can be availed upon production of an Income and Asset Certificate issued by Competent Authority. The income and Asset Certificate issued by any one of the following authorities in the prescribed format as provided in Mecon Website shall only be accepted as proof of candidate's claim as belonging to EWS:
 - District Magistrate / Additional District Magistrate / Collector / Deputy Commissioner/ Additional Deputy Commissioner / 1st Class Stipendiary Magistrate / Sub Divisional Magistrate / Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
 - Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/ Presidency Magistrate
 - Revenue Officer not below the rank of Tehsildar and
 - Sub-Divisional Officer of the Area where the candidate and / or his family normally resides.
- (b) The crucial date for submitting income and asset certificate by the candidate may be treated as the closing date for receipt of application for the post, except in cases where crucial date is fixed otherwise.

10. APPLICATION FEE:

Candidates applying as UR / OBC (Non-Creamy Layer) / EWS category are required to pay a Non-Refundable fee of Rs. 500/- (Rupees Five Hundred only). SC / ST / PWD / Ex-servicemen category or internal candidates are exempted from the payment of application fee. Application fee is to be paid online through payment gateway provided by MECON by clicking on the link "Click Here" provided under payment tab in the online application form.

There will be no other mode of payment of application fee.

Fee once paid will not be refunded under any circumstances. Candidates are therefore advised to verify their eligibility before applying. Applications without fee / less fee shall be rejected.

Note: Once the application fee is paid, the applicant must click on the "Verify" button to update the application status to "Submitted."

11. SELECTION MODE:

The mode of selection shall be Walk – In – Interview. The mode of selection may be changed, if required, at the discretion of Management.

Before applying and proceeding to appear for the Walk – In – Interview, candidates are advised to ensure on their own that they fulfill all the eligibility criteria against the post applied as mentioned in the advertisement and have all the relevant documents in support of their claim.

Walk – In – Interview: The date and time of the Walk – In – Interview, will be uploaded on the careers page of MECON official website.

The final list of selected candidates will also be uploaded on MECON's website and they will also be intimated through their registered E-mail ID only.

12. TRAVELLING ALLOWANCE (TA) FOR INTERVIEW:

Out station Candidates appearing for the Personal Interview shall be reimbursed TA as given below:

Grade	Travelling Allowance
Contract	III Tier A/C (3A)/ CC by rail / Rs. 7 per Km by road or at actual, whichever is less subject to production of receipt /ticket and / or boarding pass. Rail fare will be regular rail fare (No premium Tatkal /Tatkal).

The Internal Candidates will be governed as per the service rules of the company.

Note: Scrutiny of the application shall be undertaken on the date of Walk-In-Interview. If any claim made in the application is not found substantiated, the candidate will not be allowed to appear for the interview and also no TA shall be paid.

13. OTHER DETAILS:

PLACE OF POSTING:

Sl. No.	Post Code	Place Of Posting
1	From 01 to 23	Rampura Agucha Mines / Debari Rajasthan
2	From 24 to 25	Bangalore, Karnataka
3	From 26 to 27	Bacheli, Chhattisgarh
4	28	Ranchi, Jharkhand
5	From 29 to 35	Malanjhand, Madhya Pradesh
6	From 36 to 60	Burnpur, West Bengal

Candidates may be posted at any Project Site/Location/Office of the Company, depending on organizational requirements. The initial place of posting is as mentioned in the above table; however, the same may be changed at the discretion of the Management.

DURATION OF THE CONTRACTUAL ENGAGEMENT:

The contract period has already been mentioned in table given at point no. 2. However, the selected candidates shall be issued with Offer of Appointment initially for a period of 1 year and if the duration of contract period is more than 01 year, it will be renewed after every spell of 1 year based on satisfactory performance of the candidates and company's requirement.

MEDICAL EXAMINATION: Before appointment, the selected candidates will have to undergo Medical Examination. The joining of the selected candidates shall be subject to being found medically fit.

14. How to Apply:

- i. Candidates satisfying the conditions of eligibility criteria shall apply online through our website ➔ **Careers ➔ Career Opportunities ➔ Apply Online** on the dates as shall be notified on the website. No other mode of submission of application is allowed.
- ii. While applying online, candidate needs to upload the following documents: -
 - a) Scanned copy of the recent passport size colour photograph **in jpg/jpeg format** (size not exceeding 40 KB).
 - b) Scanned copy of signature with Blue / Black ink pen **in jpg/jpeg format** (size not exceeding 40 KB)

c) **Self-Attested** scanned copies of the documents **in pdf format** as follows:

1. Matriculation / Secondary Board level certificate / Municipal birth certificate, in support of age.
2. Final / provisional Certificate for Graduation and Post-Graduation, as applicable.
3. All semesters/ all year's mark sheets or consolidated mark sheet in support of prescribed requisite educational qualification.
4. Work Experience Certificate / other documents as mentioned at Para No. 6 in support of experience claimed.
5. PAN Card and Aadhar card - *If any mismatch is found in Aadhar number filled during online application and uploaded Aadhar Card, the application will summarily be rejected.*
6. Candidates applying as **OBC (Non-Creamy Layer)/EWS/ SC / ST** will have to upload copy of valid caste certificate. OBC (Non-Creamy Layer) certificate should be as per the format prescribed by Government of India and it must not be more than 01 year old as on the date of Advertisement.
7. For **PwD category**, certificate in the prescribed format of Govt. of India duly issued by the competent authority, has to be uploaded.
8. Candidates applying as Economically Weaker Sections (**EWS**) will have to upload self attested copy of valid Income & Asset certificate issued by the competent authority as per OM No.36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG&P, Govt. of India.
9. Discharge / Service Certificate in case of Ex-Servicemen.
10. Certificate issued in the prescribed format by the competent authority in respect of J&K domicile.
11. Meritorious Sportspersons certificate (if applicable).

NOTE:

- a. While uploading the scanned documents in online, the candidates are required to ensure that the scanned documents are legible, self-attested, and not encrypted or password-protected; else the application may get rejected.
- b. In case of multiple documents, all the documents should be merged into a single PDF file not exceeding 1 MB and uploaded.
- c. The prescribed formats of SC/ST/OBC (Non-Creamy Layer)/PwD/EWS/Ex-servicemen/ Sportsperson Certificates are available at www.meconlimited.co.in → **Careers** → **Career Opportunities (may be downloaded)**.
- d. **Aadhaar Card is mandatory for the online application and must be uploaded along with the required documents. In case of any mismatch between the Aadhaar number entered in the application and the uploaded Aadhaar Card, or if the document is encrypted or password-protected, the application will be summarily rejected.**

15. GENERAL INFORMATION AND INSTRUCTIONS:

- i. Only Indian Nationals are eligible to apply.
- ii. The Candidates employed in Central / State Government / Public Sector Enterprises / Autonomous bodies shall either forward their application **through Proper Channel** or must produce **No Objection Certificate (NOC)** from their present employer at the time of interview; without which such candidate will neither be interviewed nor be paid any TA. For forwarding the application through Proper Channel, the candidate needs to apply online, complete the application process and forward the hard copy of the online application to **MECON Limited through their present employer**. The application may be forwarded to "**General Manager I/c (HR), Recruitment Section, HR Department, MECON Limited, Doranda, Ranchi, Jharkhand - 834002**".

- iii. The Candidate shall produce **all original certificates / documents** before interview failing which they will neither be interviewed nor be paid any TA.
- iv. The required educational qualifications must have been acquired from Universities / Institutes recognized by Government / accredited by councils / bodies like UGC / AICTE / MCI set up by Central or State Government for the purpose.
- v. The candidates are required to bring copy of Final Certificate for Graduation and Post- Graduation, as applicable. In case the candidate has not got final Degree / PG Degree certificate then the provisional Degree / PG Degree certificate needs to be furnished. Non-submission of Degree / PG Degree certificate may lead to rejection of the candidature.
- vi. The candidates are required to bring all semesters / all year's mark sheets or consolidated mark sheet showing details of marks of all semesters / years or showing final percentage / Grade of requisite educational qualification.
- vii. Company takes no responsibility to collect any certificate/ remittance sent separately. Candidates are advised, in their own interest, to ensure that all the required certificates/ testimonials are uploaded.
- viii. **Each document to be uploaded while applying online should be duly Self Attested.**
- ix. Furnishing of wrong / false information /producing overwritten & not legible document will lead to disqualification of the candidature and MECON will not be responsible for any of the above consequences. If at any stage during the recruitment and selection process or joining, it is found that candidate has furnished wrong / false information or is found ineligible with respect to any of the eligibility parameters, his / her candidature will be rejected and offer of appointment, if issued, will be cancelled forthwith.
- x. Before applying, **candidates are advised to go through the requirements of essential qualification, requisite experience, age etc. and satisfy themselves that they are eligible for the post.** When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and **decision of MECON shall be final.**
- xi. No modifications are allowed after candidate submits the online application form. If any discrepancies are found in the data filled by the candidate online and that of the original testimonies, the candidature of such candidate is liable to be rejected. Hence, utmost care should be taken to furnish correct details before submitting the online application.
- xii. The outstation candidates eligible for interview will be reimbursed Travelling Allowance (TA) to & fro Rail Fare by the shortest route from the mailing address, as mentioned in the application, to the place of interview, as mentioned above under SI.No.12
- xiii. The outstation candidates called for interview will be required to submit the filled in Travelling Allowance (TA) form along with proof of travel i.e. tickets (for both onward & Inward journey), bank account no. of candidate and IFSC Code No. of Bank Branch, for payment of TA.
- xiv. Before appearing for walk-in-interview, candidates are advised to go through the requirements of essential qualification, requisite experience, age etc. and satisfy themselves that they are eligible for the post. When scrutiny/ document verification is undertaken on the date of Walk – In - Interview, if any claim made in the application is not found substantiated, the candidature will be cancelled and decision of MECON shall be final.
- xv. If any certificate etc. is issued in a language other than Hindi / English, candidates are advised to submit a certified translation of the same in either Hindi or English language.
- xvi. The candidates must have an active E-mail ID & Mobile number which must remain valid for at least next one year. All future communications with the candidates will take place only through E-mail. Candidates have to ensure accuracy of their E-mail ID & Mobile number. No change in E-mail ID & Mobile number as declared in the application will be allowed.
- xvii. Mere submission of application and fulfilling the eligibility criteria gives no right to any candidate for claiming employment in MECON. The company reserves the right to alter any of the advertised condition depending upon the circumstances.
- xviii. MECON reserves the right to fill or not to fill or partially fill any of the above vacancy without assigning any reasons whatsoever.

- xix. MECON reserves the right to cancel / restrict / modify / alter the recruitment process, if required, without issuing any further notice or assigning any reason thereof.
- xx. Any modifications / amendments / corrigendum related to the advertisement will be published on MECON's website www.meconlimited.co.in only. Hence, candidates are requested to regularly check the website for updates.
- xxi. Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any advertisement the candidate may check on MECON's website www.meconlimited.co.in only.
- xxii. All correspondences / announcements with respect to above recruitment process shall be done through E-mail / Notices on MECON's website www.meconlimited.co.in only. Important information regarding recruitment will be available on MECON's website only and as such, candidates are advised to visit the same frequently. Company will not be responsible for any loss of E-mail sent, due to invalid / wrong E-mail ID provided by the candidate in online application or due to any other reason. Candidates are advised to retain the same E-mail ID and Mobile number active for at least 1 year.
- Queries, if any, candidates may write to **Email ID: recruit@meconlimited.co.in** only or Contact **No.0651-2483571/2483043** between 10 AM to 05 PM on working days i.e. Monday to Saturday (Exclude 2nd & 4th Saturday) (on dates as notified on the website).
- xxiii. Hard copy of online application and other requisite documents mentioned at Sl.14 are required to be shown at the time of Walk-In-interview.
- xxiv. The candidates not selected shall not be communicated regarding the status of their candidature. No correspondence will be entertained about the outcome of the application, at any stage.
- xxv. Canvassing by a candidate in any form shall disqualify his / her candidature.
- xxvi. Management reserves the right to cancel the advertisement/selection process. The advertised vacancy/post is tentative and may increase/decrease any time without any prior information.
- xxvii. Any dispute with regard to recruitment against the above advertisement will be settled within the jurisdiction of Ranchi (Jharkhand) only.

16. MECON's DECISION FINAL:

The decision of Chairman & Managing Director, MECON Limited in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of interviews, selection and posting of selected candidates will be final and binding on the candidates and no enquiry / correspondence will be entertained in this regard.

**GENERAL MANAGER I/C (HR)
MECON LIMITED, VIVEKANANDA PATH,
DORANDA, RANCHI – 834002, JHARKHAND.**