



Yantra India Limited
A Government of India Enterprise

Ministry of Defence

CIN-U35303MH2021GOI0365890

DETAILED ADVERTISEMENT FOR ENGAGEMENT OF PROFESSIONALS ON FIXED TERM CONTRACT BASIS

Last Date for Receipt of Applications–15 days from the date of publication of advertisement in employment news.

Yantra India Limited (YIL) is a Defence Public Sector Enterprise (CPSE) under the Ministry of Defence, Government of India, carved out of Ordnance Factory Board (OFB).

YIL, is a leading manufacturer of various hardware / components for Small to High Calibre Ammunition, Aluminium Bridges, Ferrous and Non-Ferrous raw material & components, Armoured Steel Castings, Ammunition Launchers and Ammunition Packing Boxes etc. Units under Yantra India Limited undertake manufacturing, design, development and sales activities, with the expertise spanning over 150 years.

Applications are invited from professionals for the following positions on fixed term contract basis:

01. CONSULTANT (COST ACCOUNTING)

Sl. No.	Particulars	Details
1	No. of Persons	01
2	Age	Maximum 50 years
3	Qualification	Cost and Management Accountant (CMA) with minimum of 5 years of relevant experience in any CPSE / DPSU / Government or large manufacturing or Engineering companies.
4	Experience	Minimum 5 years of relevant experience in any CPSE / DPSU / Government or large Manufacturing or Engineering companies.
5	Nature of responsibilities	Detailed terms, qualification, experience, Job Specification, Skills required for the post are attached as Annexure - A
6	Tenure	01 Year (extendable by 1 year on mutual agreement)
7	Remuneration	Rs. 80,000/- Per Month (All inclusive)

Cont.....[02]

02. CONSULTANT (CORPORATE TREASURY MANAGEMENT)

Sl. No.	Particulars	Details
1	No. of Persons	01
2	Age	Maximum 50 years
3	Qualification	Chartered Accountant or MBA Finance with minimum of 5 years of relevant experience in CPSE/DPSU/ Government or large private reputed organizations or Scheduled Commercial Bank.
4	Experience	Minimum 5 years of relevant experience in CPSE / DPSU / Government or large private reputed organizations or Scheduled Commercial Bank.
5	Nature of responsibilities	Detailed terms, qualification, experience, Job Specification, Skills required for the post are attached as Annexure – A1
6	Tenure	01 Year (extendable by 1 year on mutual agreement)
7	Remuneration	Rs. 1,00,000/- Per Month (All inclusive)

How to apply

1. Interested candidates shall submit their application form (in Hard Copy along with enclosure, super-scribing the envelope with the name of the post applied for) as per the prescribed format attached here with (Annexure-B), and post them through speed post/courier service to the **Director (HR), YANTRA INDIA LIMITED, Corporate HQ, Yantra India Limited, Ambajhari, Nagpur-440 021, Maharashtra**. In addition to application by speed post/courier, an advance scanned copy of the application form along-with the enclosures is to be sent to **careers@yantraindia.co.in**, clearly mentioning in the subject heading 'APPLICATION FOR THE POST OF CONSULTANT (COST ACCOUNTING)/CONSULTANT (CORPORATE TREASURY MANAGEMENT)'. **Last date for receipt of Application at YIL HQ: 15 days from the date of publication of advertisement in Employment News.**

2. Non-attachment of required documents as per application format will be treated as incomplete application and will be rejected forthwith. It is mandatory to fill all the relevant information such as qualification details, experience details, percentage of marks etc. In case of any variation in Name/surname/, spelling mentioned in the Application cum Bio-data and in educational/ professional qualification certificates, application will be liable to be cancelled. YIL management will not take any responsibility for any delay in receipt or loss in postal transit for any application or communication. Decision of YIL in this regard will be final.

3. Applicants are requested to enter his/her active email address and mobile phone number which should be valid and operational, as all important communications will be sent to this email or mobile number. The engagement of above professionals on contract basis will be subject to the terms and conditions attached as **Annexure-C**. **All the candidates are required to go through the terms and conditions thoroughly before filling their applications.**

**DETAILED TERMS, QUALIFICATION, EXPERIENCE, JOB SPECIFICATION, SKILLS
REQUIRED FOR THE POST**

NAME OF THE POST: CONSULTANT (COST ACCOUNTING)

LOCATION: Yantra India Limited Headquarters, C/o Ordnance Factory Ambajhari, Nagpur

TENURE: 01 YEAR (Extendable by 1 year on mutual agreement)

NUMBER OF VACANCIES: 01 (UR)

QUALIFICATION:

Cost and Management Accountant (CMA)

EXPERIENCE REQUIRED (Post Qualification):

Minimum of 5 years of relevant experience in any CPSE / DPSU / Government or large Private manufacturing or engineering companies.

AGE LIMIT: Maximum 50 Years.

REMUNERATION: Rs. 80, 000/- Per Month (All inclusive) - No other perks/benefits/allowances shall be applicable.

JOB REQUIREMENT / SKILL COMPETENCY:

Reporting to DGM/Finance, the Consultant (Cost Accounting) will be responsible for overseeing of Cost accounting and reporting activities. The candidate will be involved in supporting presentations to the board's finance and audit committees and will work closely with the senior leadership team. In addition, the role will partner with, Senior Leadership, the Human Resources (HR) and Information Technology (IT) staff to enhance and better integrate Finance, HR, and IT functions.

The responsibilities would include, but not be limited to, the following:

1. Developing cost standards for material, Labour and over heads.
2. Suggesting and constructing data accumulation system for all cost components.
3. Development and maintenance of cost accounting system, documents and records of the organization.
4. Analyzing cost of production for all YIL units and recommend for changes if any.
5. Assist and prepare monthly profit and loss for all YIL units and submit to management for discussion.
6. Review and analyze the classification of cost as per the cost accounting standards prescribed by ICAI CMA.

[04]

7. Review and analyze manufacturing cost and prepare monthly reports of standard vs actual production cost unit wise for every quarter.
8. Analyze and report profit margins across YIL units.
9. Review and maintenance of cost accounting records as per cost accounting standards across YIL units.
10. Identify and recommended cost – effective solutions wherever necessary.
11. Assisting cost auditors for consolidation of cost audit.
12. Quarterly reconciliation of costing vs financial accounting.
13. Preparing cost sheet as per the standards prescribed by ICAI CMA.
14. Supervise and control the activities of Cost Accounting firm engaged by YIL.

Cont.....[05]

**DETAILED TERMS, QUALIFICATION, EXPERIENCE, JOB SPECIFICATION, SKILLS
REQUIRED FOR THE POST**

NAME OF THE POST: CONSULTANT (CORPORATE TREASURY MANAGEMENT)

LOCATION: Yantra India Limited Headquarters, C/o Ordnance Factory Ambajhari, Nagpur

TENURE: 01 YEAR (Extendable by 1 year on mutual agreement)

NUMBER OF VACANCIES: 01 (UR)

QUALIFICATION:

Chartered Accountant or MBA Finance with minimum of 5 years of relevant experience in CPSE/DPSU/Government or large private reputed organizations or Scheduled Commercial Bank.

EXPERIENCE REQUIRED (Post Qualification):

Minimum of 5 years of relevant experience in CPSE/DPSU/Government or large private reputed organizations or Scheduled Commercial Bank.

AGE LIMIT: Maximum 50 Years.

REMUNERATION: Rs. 1,00,000/- Per Month (All inclusive) - No other perks/benefits/allowances shall be applicable.

JOB REQUIREMENT / SKILL COMPETENCY:

Reporting to DGM/Finance, will be responsible for collecting and managing cash flows, over all cash management strategies, stability analysis, and cash related responsibilities.

The main responsibilities would include, but not be limited to the following:

- Formulate treasury policy and risk management strategies
- Reviewing funding needs, monthly reporting of all treasury activities to senior management
- Analyzing and performing appropriate hedging and funding activities (Forex, swaps, loans, deposits, etc.)
- Cash and liquidity management through cash flow planning and forecasting on daily basis
- Managing treasury operations and controls (cash pooling/sweeping, forex hedging etc.)
- Manage operations of the company's borrowing portfolio, foreign exchange and derivative instruments

[06]

- Managing banking and fin-tech relationships
- Ensure 100% compliance with RBI / regulatory / policy / compliance
- Track and drive compliance-related ICOFR/internal audit improvement
- Driving treasury specific projects/initiatives across the company.
- Credit Documentation
- Trade transactions
- MIS

Cont.....[07]

Advt. No. and Date.....

Annexure- B**APPLICATION FOR THE POST OF**

Paste a recent
Passport size
Photograph

SL NO	PARTICULARS	DETAILS
1	NAME (in Block Letters)	
2	FATHER'S/MOTHER'S/HUSBAND'S NAME	
3	GENDER	
4	DATE OF BIRTH (DD/MM/YYYY) AGE IN YRS. / MONTHS. AS ON THE DATE OF ADEVERTISEMENT	
5	HIGHEST QUALIFICATION	
6	TOTAL POST QUALIFICATION WORK EXPERIENCE AS ON THE DATE OF ADEVERTISEMENT	
7	DATE OF RETIREMENT / SEPARATION FROM THE LAST EMPLOYMENT	
i	NAME OF THE COMPANY/DEPARTMENT (WORKING/RETIRED)	
ii	WHETHER CPSE / STATE PSU / GOVT. DEPARTMENT / REPUTED LARGE PRIVATE SECTOR ORGANISATION	
iii	POST CURRENTLY HELD ON REGULAR (SUBSTANTIVE) BASIS WITH PAY SCALE, LEVEL AND GRADE PAY (UNDER IDA & CDA PAY SCALES) OR ON THE DATE OF RETIREMENT / SEPARATION.	
8	PRESENT ADDRESS FOR COMMUNICATION	
9	PERMANENT ADDRESS	
10	TELEPHONE/MOBILE NO.	
11	E-MAIL	
12	AADHAAR NUMBER/PAN NUMBER	

13. EDUCATIONAL QUALIFICATIONS

Sl. No.	Qualifications from 10th Class onwards	% of marks obtained/CGPA	Year of passing	Name of School/College	Affiliated institute/university

Cont.....[08]

14. PARTICULARS OF EXPERIENCE

Name of the Company / Organization	Post Held	Period of Employment		Pay Scale / Level & Grade Pay in case of PSUs/Govt. Depts.	CTC (In Rs.) in other cases	Major Responsibilities
		From	To			

Additional information if any which you would like to mention in support of your suitability for the post:

Declaration:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes me, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Date:

Signature of the candidate

Place:

(Documents to be enclosed (whichever applicable))

- a. Valid document evidencing date of birth of the candidate (10th Certificate/ Secondary Certificate/ Matriculation School Certificate / Birth Certificate).
- b. Educational Certificates – Mark sheets & Degree (Diploma, Graduation, Post-Graduation)
- c. Work experience –
 - a) Joining-Relieving Letter from Company/Organization.
 - b) Experience /Service Certificate/Salary statement/Bank Statement issued by Company/Organization. (It should indicate date of joining and date of relieving from each organization where worked).
 - c) Salary Certificate together with ITR or Form-16 A issued by present / past employer(s).

TERMS AND CONDITIONS FOR ENGAGEMENT OF CONSULTANT (COST ACCOUNTING) & CONSULTANT (CORPORATE TREASURY MANAGEMENT) ON FIXED TERM CONTRACT

A. Selection Process: Selection will be based on Screening of candidates on the basis of qualification and experience and/or performance in the interview/interaction.

(i) **Screening:** Screening of Applications will be done by a Screening Committee constituted for that purpose. Candidates are required to fill in the Application Form (attached with the advertisement) complete in all respects. The complete Application Form has to be submitted to YIL/HR for screening by the Screening Committee. Candidates may be shortlisted for Interview. The Company may adopt higher criteria in case of receipt of more number of applicants meeting eligibility criteria.

(ii) **Interview:**

- If required, Personal Interview/interaction will be conducted.
- **The offer of engagement shall be issued to the suitable candidates in the order of merit and based on the number of vacancies and will be subject to verification of antecedents.**

(iii) All such engagement will be recommended by a Selection Board constituted by the Chairman & Managing Director/YIL.

(iv) **Declaration of Result of Selection:**

- Only those candidates shortlisted may be called for interview (physical/virtual).
- The names of candidates shortlisted for interviews will be notified on YIL website and call letters will be sent to their e-mails.
- Candidates are requested to print the call letter and comply with the instructions indicated therein.
- The results of the final selection, either on the basis of qualification and experience and/or interview, will be published only on YIL website.

B. Tenure:

The tenure of contract engagement on full time basis will be normally for the period specified in the advertisement against each post, which is extendable depending on the performance and requirements.

C. Age Limit:

The Upper Age Limit shall be as mentioned against each post.

D. Qualification & Experience: Qualification and experience commensurate with the job description should be clearly specified in the Application. The candidates are advised to ensure that they meet the qualification, experience and other criteria before filling the application.

i. Definition of Post Qualification Work Experience:

DEFINITION OF LARGE PRIVATE SECTOR ORGANIZATION / INSTITUTION / COMPANY OF REPUTE: shall include listed companies (which would mean and include companies listed on NSE or group A & B of BSE)

OR

Organization/Institution/ Companies with more than 500 employees

OR

Having an annual turnover of more than Rs. 250 crores in the last financial year.

Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.

The work experience shall be in full time job on regular salary basis, after acquiring prescribed minimum essential educational qualification.

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 post-qualification experience.

5. Period of on-the-job training undertaken by the candidates as Management Trainee (MT) / Executive Trainee (ET) / Graduate Trainee (GT) in PSUs after acquiring the requisite qualification mentioned above shall be considered for determining post qualification 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.

ii. Documentary Evidence for Work Experience:

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

(a) For Past employment:

WORK EXPERIENCE CERTIFICATE:

The submission of work experience certificate indicating the date of joining, date of relieving, pay last drawn, pay scale with duration and nature of jobs / specific areas of experience / experience in the relevant fields / Projects handled etc. is compulsory for all the past employments which the candidate is mentioning in the application form. In case experience certificate from any of the past employers is not submitted, it may lead to rejection of the candidature. So candidates are advised to ensure that the experience certificate indicating the date of joining, date of relieving and other details as mentioned above is attached for minimum requisite experience details mentioned in the application form.

(b) FOR CURRENT EMPLOYMENT

1. Experience Certificate with all the details mentioned above

OR

2. Offer letter/ Appointment letter showing the date of joining (Proof of date of joining) mentioned by the candidate in the application form

OR

Offer letter / Appointment letter where date of joining is not mentioned along with any other document issued by the employer (including pay slip / identity card issued by employer) where date of joining is clearly mentioned.

And

3. Proof of continuity of present employment – Latest Pay slips for three months.

NOTE:

1. If the candidate is not able to provide experience certificate for current employment, the candidate must submit the documents mentioned at Sl No. 2 & 3 to clearly prove the continuity in the job.
2. Self-declaration regarding nature of jobs / specific areas of experience / experience in the relevant fields / Projects handled etc. will not be considered / accepted.
3. Non-submission of the documents as mentioned above for establishing requisite experience may lead to rejection of the candidature.

iii. Remuneration:

- For fixed term contract of professionals - consolidated monthly remuneration.
- **If retired Govt. officials are engaged, their remuneration shall be fixed by deducting the amount of pension from his salary drawn at the time of retirement or the consolidated monthly payment, whichever is lower.**
- Payment will be made after Tax deduction at source. TDS certificate shall be issued by the Company.

iv. Other Terms and Conditions

1. Candidate must be a citizen of India.
2. The finally selected candidate will have to sign a contractual agreement with YIL.
3. The Contract shall not confer any rights or claim of extension/absorption in the Company.
4. Candidates currently serving in Govt. /Quasi. Govt. /Public Sector Undertakings are advised to seek prior permission from their employers to apply for the notified vacancy. Such applicants shall have to submit 'No Objection Certificate' from their present employer at the time of interview, failing which they shall not be allowed to appear in interview and their candidature shall be treated as cancelled.
5. On final selection, such candidate who has been working in Govt./PSU/Private Entity should produce the document conveying the acceptance of his resignation from service of his/her last employer. In the absence of such document, he/she shall not be allowed to join YIL.
6. The decision of the YIL about the mode of selection, short listing of candidates for written test/interview etc. shall be final and binding. No correspondence will be entertained in this regard.
7. The candidates called for interview shall be required to produce original documents relating to educational qualifications, experience etc. for verification at the time of interview. If the identity of the candidate is in doubt or he/she is not able to produce the requisite documents or there is mismatch of information in the documents or he/she is found ineligible for the post applied or any other claim made in his/her application if found to be incorrect, he/she will not be allowed to appear in the interview and his/her candidature will be treated as cancelled.
8. Candidates are advised in their own interest that they should not furnish any documents or information that is/are false, tampered, fabricated and they should not suppress any material information while filling up the application Form.
9. At any stage of appointment or later, if a candidate is or has been found guilty of any misconduct such as:
 - a) Impersonating or procuring impersonation by any person; or
 - b) Resorting to any irregular means in connection with his/her candidature during selection process; or

- c) Using undue influence of his/her candidature by any means; or
- d) Submitting of false certificates/documents/information or suppressing any information at any stage ;or

In addition to rendering himself/herself liable to legal/criminal prosecution, will also become liable to be:

- a) Debarred with permanently or for a specified period from any examination/recruitment and/or;
 - b) Discharged/removed/dismissed from service, if the act of misconduct comes to notice after his/her appointment for services to YIL.
10. **The engagement is purely temporary and contractual and on Fixed Term Basis and it is not against any permanent vacancy. This engagement will not entitle any candidate to claim for regular/permanent employment in the Company.** Accordingly, nothing within or relating to the Contract shall establish the relationship of employer and employee, or of principal and agent, between the Company and the contracted Professionals. They will not be entitled for any benefit/compensation/ absorption/ regularization/permanent employment in the Company except the fixed remuneration.
 11. The persons engaged on full time basis will not be allowed to take any other assignment during the period of contractual engagement.
 12. ***Total paid leave admissible shall be 1.25 days per completed month of service.***
 13. DA, HRA or any other allowances shall not be admissible. No accommodation and Medical facilities will be admissible. However, Company accommodation may be provided in special cases with the permission of CMD/YIL on payment of applicable licence fees and other charges.
 14. TA, DA while on official tour will be paid on case to case basis. In case of retired Govt. / CPSE personnel, it may be as per his entitlement at the time of retirement. In other cases, it will be decided on case to case basis with the approval of Competent Authority. Company units will provide transit accommodation in their guest houses. Company units may also provide local transport.
 15. The persons engaged can be assigned additional responsibilities/tasks in addition to their specialization and assigned tasks.
 16. They will work on full time basis and on all working days as applicable or in operation in the Company. They may also be required to work beyond the normal working hours and on holidays too, in case of functional requirement. The normal working time of YIL HQ is from 0900 Hrs. to 1800 Hrs. from Monday to Friday.
 17. **The engagement can be discontinued or terminated by either parties with two months' notice or two month's salary without assigning any reasons.**
 18. **The cut-off date for experience will be the date of advertisement.**
 19. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
 20. Only full time regular courses will be considered as qualification and all qualifications should be recognized by AICTE/UGC/appropriate Indian Statutory Authorities. Wherever CGPA/ OGPA or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/ Institutes. Candidates will be required to submit documentary proof/ certificate to this effect from the Institute/ University at the time of Interview, if called for the same.

21. Mere submission of Application does not guarantee the adequacy of candidature for being considered for further selection process. Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being called for interview/appointment. Canvassing in any form will disqualify the candidate.
22. Candidate will have to bring an original valid Photo ID (Aadhaar Card etc.) and other original documents for verification at the time of interview/ medical/ joining, if called for.
23. YIL also reserves the right to cancel/amend the advertisement and/or the selection process there under.
24. No TA/ DA shall be paid to any candidate for attending interview in YIL.
25. Engagement of the selected candidate will be subject to medical fitness by any Registered Medical Practitioner.
26. Police Verification Report (PVR) is a pre-condition for engagement of the selected candidates. Candidates will have to obtain a formal Police verification report before joining.
27. No correspondence will be entertained from the candidates not selected/interviewed.
28. Candidates should ensure that they fulfill the eligibility criteria prescribed for the post they have applied. In case it is found at any stage of selection process or even after appointment that the candidate has furnished false or incorrect information or suppressed any relevant information/ material facts or does not full fill the criteria, his / her candidature / services are liable for rejection/ termination without notice.
29. Any corrigendum/clarifications of the advertisement, if necessary, shall only be uploaded on YIL website (www.yantraindia.co.in) and no separate press coverage shall be done for this purpose.
30. All disputes / cases related to this recruitment process are subject to jurisdiction of courts at Nagpur only.
31. Management reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
32. YIL reserves the right to relax age/experience/qualification & other qualifying criteria in deserving cases.
33. All information regarding this recruitment process would be made available in the YIL website (www.yantraindia.co.in) only. Applicants are advised to check the web site periodically for important updates.
34. **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. The Company shall not be responsible if the information/ intimations do not reach candidates in case of change in the mobile number, email address, connectivity/network issues, technical fault or otherwise, beyond the control of the Company. Candidates are advised to keep a close watch on the Company website (www.yantraindia.co.in) for latest updates.
35. Applications that are incomplete, not in prescribed format, not legible, without the required certificates, shall be summarily rejected without assigning any reasons and no correspondence in this regard shall be entertained.
36. Suitable accommodation on charge basis may be provided (as per availability) on specific request of the selected candidate.
37. For any queries regarding this recruitment please send **E-mail to hr.hq@yantraindia.co.in or contact at 0712-2391079 on all working days from 09.00 AM to 06.00 PM (Monday to Friday).**
38. Clarifications/Decisions of the Company in respect of all matters pertaining to this recruitment would be final and binding on all candidates.
39. Any other terms and conditions of engagement can be determined and incorporated with the approval of the Competent Authority.

YIL's DECISION FINAL:

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

Last date for receipt of Application at YIL Headquarters: 15 days from the date of advertisement.

Contact Us:

In case of any problem faced by the candidates in filling up the application, they may contact to HR department of YIL over phone number: 0712-2391079 between **09.00 AM to 06.00 PM on any working day, i.e., Monday to Friday**

DIRECTOR (HR)
Yantra India Limited
(A Govt. of India Enterprises)
Ambajhari, Nagpur
