



वाहन निर्माणी जबलपुर  
आर्मर्ड व्हीकल्स निगम लिमिटेड  
भारत सरकार का उद्यम  
रक्षा मंत्रालय

VEHICLE FACTORY JABALPUR  
UNIT OF ARMOURED VEHICLES NIGAM LIMITED  
A GOVT. OF INDIA ENTERPRISE  
MINISTRY OF DEFENCE

CIN-U35990TN2021GOI145504

**Detailed Advertisement for Engagement of  
PROFESSIONALS ON FIXED TERM BASIS in  
VFJ-A UNIT OF AVNL**

सं./No.: 05/11/Fixed Term/VFJ/HR(ESTT)/2024

दिन क/Dated: 1st June 2024

**ADVERTISEMENT FOR ENGAGEMENT OF PROFESSIONALS ON FIXED TERM CONTRACT BASIS**

**Armoured Vehicles Nigam Limited (AVANI) (AVNL)** is a new Defence PSU with its headquarters at Avadi (Chennai). It has five (05) constituent production units and has around 12,000 employees. AVNL produces battle tanks i.e T-72, T-90, MBT Arjun and Infantry Combat Vehicles, support vehicles (MPV, AERV etc.) and defence mobility solutions (Stallion, LPTA etc.) for the armed forces and homeland security agencies. It is the current market leader in this segment. It is a new Government Company with Great Future. It offers great work environment and challenging opportunities for the professionals to prove their mettle. Applications are invited from professionals for the following positions on fixed term contract basis in Vehicle Factory Jabalpur (M.P.)-482009 :

**1. Design Engineer (CAD/CAE expert for B vehicles modelling/Analysing)**

Sl.No.	Particulars	Details
1	No. of Positions	02(Un reserved)
2	Maximum Age	21-35 Yrs.
3	Qualifications	<p>1. Essential:</p> <p>a. B.E./B.Tech (4year full time course)/ in Mechanical/Automobile Engineering degree from recognized Universities / Institution / College with 55% &amp; above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.</p> <p>b. Should have done a certified course in CAD/CAE software from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.</p> <p>2. Desirable:</p> <p>a. <b>Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.</b></p>

4	<b>Experience</b>	Minimum 02 years
5	<b>Nature of responsibilities</b>	<b>Detailed terms, qualification, experience, job specification, skills required for the post are attached as Annexure -A</b>
6	<b>Tenure</b>	<b>02years(extendable)</b>
7	<b>Remuneration:</b>	Rs.50000/- (All inclusive)

**2. Design Engineer (Automobile design engineer for B-vehicle interior and exterior)**

Sl.No.	Particulars	Details
1	<b>No. of Positions</b>	02 (Un reserved)
2	<b>Maximum Age</b>	21-35 Yrs.
3	<b>Qualifications</b>	<p>1. Essential:</p> <p>a. B.E./B.Tech (4 year full time course)/ in Mechanical/Automobile Engineering degree from recognized Universities / Institution / College with 55% &amp; above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.</p> <p>b. Should have done a certified course in CAD/CAE software from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.</p> <p>2. Desirable:</p> <p><b>a. Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.</b></p>
4	<b>Experience</b>	Minimum 02 years
5	<b>Nature of responsibilities</b>	<b>Detailed terms, qualification, experience, job specification, skills required for the post are attached as Annexure -A</b>

<b>6</b>	<b>Tenure</b>	<b>2 years (extendable)</b>
<b>7</b>	<b>Remuneration:</b>	Rs.50000/- (All inclusive)

### **3. Design Engineer(Automobile electronics engineer for B-vehicles)**

<b>Sl.No.</b>	<b>Particulars</b>	<b>Details</b>
<b>1</b>	<b>No. of Positions</b>	02 (Un reserved)
<b>2</b>	<b>Maximum Age</b>	21-35 Yrs.
<b>3</b>	<b>Qualifications</b>	<p>1. Essential:</p> <p>a. B. E / B.Tech (4year full time course)/ in Mechanical/Electrical/Electronics/Automobile engineering degree from recognized Universities / Institution / College with 55%&amp; above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.</p> <p>b. Should have done a certified course in CAD/CAE software in electrical module (like Solid works Electrical) from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.</p> <p>2. Desirable:</p> <p>a. <b>Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.</b></p>
<b>4</b>	<b>Experience</b>	Minimum 02 years
<b>5</b>	<b>Nature of responsibilities</b>	<b>Detailed terms, qualification, experience, job specification, skills required for the post are attached as Annexure -A</b>
<b>6</b>	<b>Tenure</b>	<b>2 years (extendable)</b>
<b>7</b>	<b>Remuneration:</b>	Rs.40000/- (All inclusive)

**4. Design Engineer(Vehicle subsystem and integration expert)**

Sl.No.	Particulars	Details
1	No. of Positions	02 (Un reserved)
2	Maximum Age	21-35 Yrs.
3	Qualifications	<p>1. Essential:</p> <p>a. B. E / B.Tech (4year full time course)/ in Mechanical/Electrical/Electronics/Automobile engineering degree from recognized Universities / Institution / College with 55%&amp; above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.</p> <p>b. Should have done a certified course in CAD/CAE software from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.</p> <p>2. Desirable:</p> <p><b>a. Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.</b></p>
4	Experience	Minimum 02 years
5	Nature of responsibilities	<b>Detailed terms, qualification, experience, job specification, skills required for the post are attached as Annexure -A</b>
6	Tenure	<b>2 years(extendable)</b>
7	Remuneration :	Rs.40000/- (All inclusive)

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**5. Vehicle Armour Specialist in Glass and Steel Material**

Sl.No.	Particulars	Details

1	<b>No.ofPositions</b>	02 (Un reserved)
2	<b>MaximumAge</b>	21-35 Yrs.
3	<b>Qualifications</b>	<p>1. Essential:  a. B. E / B.Tech (4year full time course)/ in Metallurgical Engineering degree from recognized Universities / Institution / College with 55%&amp; above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.</p> <p>2. Desirable:  <b>a. Candidates with post-graduation in Metallurgical Engineering streams will be given preference.</b></p>
4	<b>Experience</b>	Minimum 02 years
5	<b>Nature of responsibilities</b>	<b>Detailed terms, qualification, experience, job specification, skills required for the post are attached as Annexure –A</b>
6	<b>Tenure</b>	<b>2 years (extendable)</b>
7	<b>Remuneration:</b>	Rs.40000/-(All inclusive)

### How to apply

1. Interested candidates may download the application from the website(avnl.co.in)as attached at Annexure B to this advertisement. Hard Copy of duly filled in application shall be submitted alongwith scanned self-attested copies of evidence of proof of age, qualification and experience, last drawn pay including level/grade or CTC as applicable etc. The application, complete in all respect together with the required fee should be sent through speed post/courier service to The Chief General Manager, Vehicle Factory, Jabalpur-482009 super-scribing the envelope with the name of the post applied for. Last date for receipt of Application at VFJ will be 21 days from the date of publication of advertisement in Employment News.
2. Application fee(Non-refundable Rs.300/-)to be paid **through SBI Collect(PSU-Armoured Vehicles Nigam Limited – Miscellaneous)**or by means of a Demand Draft drawn in favour of **Armoured Vehicles Nigam Limited**, payable at Chennai. SC/ST/PwD/Ex-SM/EWS/Female applicants are exempted from payment of application fees.
3. 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. AVNL management will not take any responsibility for any delay in receipt or loss in postal transit for any application or communication.
4. Applicant is 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 filing their applications.**

## **Annexure A**

### **Detailed terms, qualification, experience, job specification, skills required for the post**

#### **1. Name of the Post: Design Engineer (CAD/CAE expert for B vehicles modelling/Analysing)**

Number of vacancies–02 Unreserved

Location: Vehicle Factory Jabalpur

Tenure –02 years(extendable by another year)

Reservation: Unreserved

Age: 21-35 Years

Remuneration: Rs. 50000/- (All inclusive) Payment will be after Tax Deduction at Source.

#### **Qualification:**

##### **1. Essential:**

- a. B.E./B.Tech (4year full time course)/ in Mechanical/Automobile Engineering degree from recognized Universities / Institution / College with 55%& above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.
- b. Should have done a certified course in CAD/CAE software from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.

##### **2. Desirable:**

- a. Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference

#### **Experience – The candidates should have minimum 2 years of working experience in following domain-**

1. The Candidates should have in-depth knowledge of CAD software Siemens NX software.
2. The Candidates should have in-depth knowledge of CAE software Sim center 3D/Ansys AUTODYN/ADAMS or similar software.
3. Candidates should have proficiency in MS office including MS Project software.
4. Read and understand 2D drawings and 3D CAD models.
5. The candidates should have knowledge of CMVR design requirements for vehicle approvals.
6. Knowledge of simulation techniques, tools, and principals involved in production of precision technical plans, blueprints, drawings, and models.
7. Experienced in working with team on detailed CAD files and ability to explain the trouble areas on the files and offer up solutions.
8. Should be proficient with various modules of above mentioned CAE software including but not limited to, Blast analysis, structural analysis, Multibody Dynamics (MBD) simulation, Explicit analysis, FEA, Vibrations related modules and Thermal Analysis.
9. Knowledge about various manufacturing processes.
10. Knowledge about various engineering materials and related standards according to application.
11. The candidate should have ability to summarize scientific and engineering principles in an easy to understand manner
12. The candidates should have ability to design the components / sub-assembly/assembly aesthetically and functionally with new ideas.

13. The candidates should have wide knowledge of new system / technology available in market to increase efficiency and maintaining safety norms.

**Job Specification:**

1. Using Siemens NX software to develop layouts, designs, and drawings that meet or exceed engineering specifications, on time.
2. Generate working models of the prototype using CAD software as per industry, departmental and discipline standards.
1. Maintain CAD files and supporting documentation. Create and update database of design records for future reference purposes.
2. Utilize Simcenter 3D/Ansys AUTODYN/ADAMS software to analyze the 3D CAD models generated, for various types of analysis under specified test conditions as required by the project.
3. Review existing design layouts to find and resolve problems involving compatibility with basic design concepts.
4. Work with engineering and fabrication team to investigate and resolve problems with existing designs.
5. Ability to design fixtures based on requirements of machining operations and capabilities of different machines available at VFJ.
6. Make corrections to the drawings as requested by authorized personnel.
7. Adhere to strict company and partner information security protocols.
8. Support and maintain a positive safety culture by following all safety policies and procedures and actively contributing to a safe working environment.
9. Convert existing 2D drawings to 3D drawings and convert generated 3D models to 2D drawings that can be used for fabrication of the component.
10. Keep track of project activities on MS Project and present the status to VFJ as and when required for timely completion.
11. Any other responsibilities as assigned by the reporting officer.

**2. Name of the Post: Design Engineer(Automobile design engineer for B-vehicle interior and exterior)**

No. of vacancies: 02 Unreserved

Location: Vehicle Factory Jabalpur  
Reservation: Unreserved

Age: 21-35 years

Tenure : 2 years (Extendable)

Remuneration: Rs. 50000/- (All inclusive) Payment will be after Tax Deduction at Source.

**Qualification**



1. Essential:

- a. B.E./B.Tech (4year full time course)/ in Mechanical/Automobile Engineering degree from recognized Universities / Institution / College with 55%& above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.
- b. Should have done a certified course in CAD/CAE software from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.

2. Desirable:

- a. **Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.**

**Experience: The candidates should have minimum 2 years of working experience in following domain-**

1. The Candidates should have proficiency in Auto CAD/ Siemens NX software for modeling and 3D rendering software for interior designing of vehicles. Also, he/she should have working knowledge in MS office.
2. Read and understand 2D drawings and 3D CAD models.
3. Experienced in working with team on detailed CAD files and ability to explain the trouble areas on the files and offer up solutions.

The candidates should have wide knowledge new system/technology available in market to increase efficiency and maintaining safety norms.

**Job Specification:**

1. Utilize Siemens NX software to develop layouts, designs, and drawings that meet or exceed engineering specifications, on time.
2. Work within a team to generate and modify exterior and interior designs of existing/under development vehicles of VFJ in-line with ergonomics principles, design principles and aesthetics of vehicles.
3. Maintain CAD files and supporting documentation. Create and update database of design records for future reference purposes.
4. Work with engineering and fabrication team to investigate and resolve problems with existing designs.
5. Make corrections to the drawings as requested by authorized personnel.
6. Adhere to strict company and partner information security protocols.
7. Support and maintain a positive safety culture by following all safety policies and procedures and actively contributing to a safe working environment.
8. Keep track of project activities on MS Project and present the status to VFJ as and when required for timely completion.
9. Any other responsibilities as assigned by the reporting officer

### **3. Name of the Post: Design Engineer(Automobile electronics engineer for B-vehicles)**

No. of vacancies: 02 Unreserved

Location: Vehicle Factory Jabalpur  
Reservation: Unreserved

Age: 21-35 years

Tenure : 2 years (Extendable)

Remuneration: Rs. 50000/- (All inclusive) Payment will be after Tax Deduction at Source.

#### **Qualification**

##### **1. Essential:**

- a. B.E./ B.Tech (4year full time course)/ in Mechanical/Electrical/Electronics/Automobile engineering degree from recognized Universities / Institution / College with 55%& above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.
- b. Should have done a certified course in CAD/CAE software in electrical module (like Solid works Electrical) from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.

##### **2. Desirable:**

- a. **Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.**

#### **Experience: The candidates should have minimum 2 years of working experience in following domain-**

1. The Candidates should have proficiency in CATIA V5/Solid works Electrical/similar software.
2. Good knowledge of design of Printed Circuit Board (PCB) Artwork / Layouts for vehicle application.
3. The candidates should have knowledge of Electrical power management system.

#### **Job Specification:**

1. Creation/modification/designing of electrical wiring harnesses/electrical modules of various prototypes.
2. Maintain and develop vendor database and assist with product/vendor sourcing.
3. Gather detailed information and quotes for preparation of accurate design proposals.
4. Create and prepare proposals as requested by the reporting officer.

5. Any other responsibilities as assigned by the reporting officer.

**4. Name of the Post: Design Engineer (Vehicle subsystem and integration expert)**

No. of vacancies: 02 Unreserved

Location: Vehicle Factory Jabalpur  
Reservation: Unreserved

Age: 21-35 years

Tenure : 2 years (Extendable)

Remuneration: Rs. 50000/- (All inclusive) Payment will be after Tax Deduction at Source.

**Qualifications**

1. Essential:

- a. B.E./B.Tech (4year full time course)/ in Mechanical/Electrical/Electronics/Automobile engineering degree from recognized Universities / Institution / College with 55% & above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.
- b. Should have done a certified course in CAD/CAE software from any govt. accredited institutions or authorized training centers of software OEMs. If CAD/CAE was part of the curriculum in Bachelor/Masters level of education, the applicant should have attained A+ or equivalent grade in the subject.

2. Desirable:

- a. **Candidates with post-graduation in Mechanical/Automobile Engineering streams will be given preference.**

**Experience:** The candidates should have minimum 2 years of working experience in vehicle designing /integration business.

**Job Specification:**

1. To suggest/finalize various automobile subsystems based on the market survey based on new/existing project requirements of prototype vehicles.
2. Maintain and develop vendor database and product catalogue and assist with product/vendor sourcing.
3. Gather detailed information and quotes for preparation of accurate design proposals.
4. Create and prepare proposals as requested by the reporting officer.
5. Any other responsibilities in this domain as assigned by the reporting officer.

## **5. Name of the Post: Vehicle Armour Specialist in Glass and Steel Material**

No. of vacancies: 02 Unreserved

Location: Vehicle Factory Jabalpur  
Reservation: Unreserved

Age: 21-35 years

Tenure : 2 years (Extendable)

Remuneration: Rs. 50000/- (All inclusive) Payment will be after Tax Deduction at Source.

### **Qualifications**

1. Essential:

- a. B.E./ B.Tech (4year full time course)/ in Metallurgical Engineering degree from recognized Universities / Institution / College with 55%& above for GEN/EWS/OBC candidates and pass class for SC / ST / PWD candidates.

2. Desirable:

- a. **Candidates with post-graduation in Metallurgical Engineering streams will be given preference.**

**Experience:** The candidates should have minimum 2 years of working experience in Ballistic armour (Steel/Glass) business.

### **Job Specification:**

1. Suggest/optimize/modify the armour components (BP Steel and BP Glass) based on project requirements of various prototypes.
2. Maintain and develop catalog of various armour materials for various applications based on protection/threat level.
3. Gather detailed information and quotes for preparation of accurate design proposals.
4. Create and prepare proposals as requested by the reporting officer.
5. Any other responsibilities in this domain as assigned by the reporting officer.

### **ADDITIONAL INFORMATION**

a. For all the posts indicated, the candidates should have qualified from AICTE/UGC approved college/Institute or recognized University.

b. Only full-time regular courses will be considered as qualification and all qualifications should be recognized by

e. In case any University/Institution or college is following an evaluation system of CGPA/DGPA/OGPA or letter grade, wherever applicable, it is mandatory for the candidate to submit proof of Percentage (%) issued by university/Institution/College and awarded class along with the degree certificate.

f. In case there is no mention of specialization in the qualifying degree as required in the minimum essential educational qualification, candidates are required to submit a Certificate from their University/Institution/College which indicates their specialization in qualifying degree.

### **POST QUALIFICATION EXPERIENCE AS ON DATE OF ADVERTISEMENT.**

**Candidate should possess minimum Two years of relevant post-qualification industrial experience as required against each post.**

1. The post qualification work experience is the period of work experience starting from the month immediately succeeding the month and year of final examination in which the candidate acquires the minimum essential educational 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 fulltime 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. Article ship/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.

Note:

*a. Candidate possessing relevant post-qualification Industrial experience only needs to apply.*

*b. Academy/Teaching/Research work, experience in non-profit organization internship/project work placements are part of academic curriculum will not be considered as experience. Work experience prior to completion of B.E/B.Tech will not qualify as relevant Post Qualification Experience.*

*c. Candidate should possess experience certificates/documents issued by the previous and present employer clearly indicating period of employment and post held.*

*d. The decision of the Selection Committee with respect to industrial experience will be final. Work experience indicated without supporting documents will not be considered and is liable to be reject/cancelled without any prior intimation.*

**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:

1. 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 as above.

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.

**UPPER AGE LIMIT AS ON DATE OF ADVERTISEMENT:**

The age limit should be not more than as described above against each post for General&EWS candidates.

a. AGE RELAXATION: The upper age limit is relaxed by:

3 years for OBC (Non-Creamy Layer)

5 years for SC/ST

Person with Disability (PwD) 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.

b. SSLC/SSC/ISC mark card and any other valid document will be considered as proof of date of birth.

**Note:**

a. Candidates seeking age relaxation will be required to attach copy of necessary certificate along with application and submit in original in case of selection or provide at any subsequent stage of the process for verification.

b. The application of the candidates not meeting the prescribed age criteria will be rejected/cancelled without any prior intimation.

c. Candidates belonging to OBC category (Non-creamy layer) should produce the certificate issued on or after 01/04/2022.

d. Candidates belonging to EWS category must produce valid Income & Asset Certificate.

**Annexure-B**

**Advt. No. and Date.....**

**APPLICATION FOR THE POST OF.....**

Paste a recent  
Passport size  
Photograph

SLNO	PARTICULARS	DETAILS
1	NAME(in Capital)	
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 ADVERTISEMENT	
5	WHETHER BELONGS TO SC/ST/OBC /PWD/Others	
6	HIGHEST QUALIFICATION	
7	TOTAL POST QUALIFICATION WORK EXPERIENCE AS ON THE DATE OF ADVERTISEMENT	
8	DATE OF RETIREMENT /SEPARATION FROM THE LAST EMPLOYMENT	
i	NAME OF THE COMPANY/ DEPARTMENT (WORKING/RETIRED)	
ii	WHETHER CPSE /STATE PSU/ GOVT.DEPARTMENT/REPUTED industry/ LARGE PRIVATE SECTOR ORGANISATION/MSMEs	



iii	POST CURRENTLY HELD ON REGULAR(SUBSTANTIVE) BASIS WITH Payscale, 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/MOBILENO.	
11	EMAIL	
12	AADHAAR NUMBER/PAN NUMBER	

### 12. EDUCATIONAL QUALIFICATIONS

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

### 13. PARTICULARS OF EXPERIENCE.

Name of the Company/ Organization	Post Held	Period of Employment		Pay Scale/ Level & Grade Pay In case of PSUs/Govt. Deptts.	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 myself, my qualifications, and my experience. I understand that any willful misstatement describe therein may lead to my disqualification or dismissal, if engaged.

Date:

Signature of the candidate

Place:

**(Documents to be enclosed (which ever applicable))**

1. . Scanned Passport size colour photo.
2. Valid document evidencing date of birth of the candidate (Secondary/Matriculation School Certificate/Birth Certificate).
3. Educational Certificates–Mark sheets & Degree (Diploma, Graduation, Post-Graduation). Final degree/ Provisional Degree certificate of relevant qualification. Proof of norms for CGPA/DGPA/OGPA or letter grade/document for percentage/class issued by University/Institution/College.
4. Work experience–a) Joining-Relieving Letter from Company/Organization.
  - a) 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). Salary Certificate together with ITR or Form-16 issued by present/past employers(s).
  - b) Candidate employed on permanent/fixed term basis in Govt./Quasi Govt. and Public Sectors Undertaking should compulsorily submit the "**No Objection Certificate**" along with the application.
  - c) Candidates employed on temporary basis in Govt./Quasi Govt. and Public Sector Undertaking should compulsorily submit Offer of Appointment and latest pay slip.
5. Caste Certificate in case of candidates belonging to reserved category.

**Non-submission of the documents as mentioned above for establishing requisite experience may lead to rejection of the application.**

## Annexure C

### **Terms and Conditions for engagement of professionals on Fixed Term Contract**

#### **SELECTION PROCEDURE:**

a. Candidate should meet the eligibility criteria as specified in the advertisement. Candidates will be shortlisted for interview in the order of merit, category and discipline and will be subjected to verification of antecedents and caste certificate (in case of reserved category candidates).

b. Following weight-age criteria will be followed for personal interview:

<b>Criteria</b>	<b>Weightage</b>
Aggregate marks secured in BE / B.Tech etc.	75%
Relevant post qualification experience: 2.5 marks will be allocated for minimum experience (02 years) stipulated for the post. 1.25 marks will be allocated for every additional experience of 6 months subject to maximum of 10 marks.	10 %
Personal Interview: For shortlisted candidates Candidates may be asked for hands on working on of CAD, CAE, modelling/simulation on computer.  Marks will be given for acquiring desirable qualification i.e Masters in Mechanical/Automobile Engineering.	15 %

c. The names of candidates shortlisted for interview and final selection will be notified on Company's website and communicated through e-mail also.

#### **Please Note:**

Candidates have to carefully enter the details in the **application form** and attach the documents as prescribed. In case, the details mentioned do not tally with the supporting documents, the candidate application will be rejected without any prior intimation.

Declaration of Results of selection:

1. Only those candidates shortlisted may be called for interview (physical/virtual).
2. The names of candidates shortlisted for interviews will be notified on our Company's website and call letters will be sent to the e-mails.
3. Candidates are requested to print the call letter and comply with the instructions indicated therein.

4. The results of the final selection, either on the basis of qualification and experience and/or interview, will be available on AVNL website.

**OTHER TERMS AND CONDITIONS:**

- a. 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. Candidates will not be entitled for any benefit / compensation / absorption/ regularization / permanent employment in the Company except the fixed remuneration.
- b. The persons engaged on full time basis will not be allowed to take any other assignment during the period of contractual engagement
- c. Total paid leave admissible shall not exceed 15 days in a year.
- d. DA, HRA or any other allowances shall not be admissible. However, company accommodation may be provided in special cases with the permission of CGM / VFJ on payment of applicable license fee / charges and other charges.
- f. The persons engaged can be assigned additional responsibilities / tasks in addition to their specialization and assigned tasks.
- g. 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.
- h. The engagement can be discontinued or terminated with one-month notice or one-month salary as the case may be decided by either side without assigning any reasons.
- i. The incumbents are liable to be transferred/posted anywhere in India at the discretion of the Company.
- j. Candidates who are currently working must submit NOC at the time of Interview and should submit proper relieving letter from present employer in the event of selection.
- k. The cut-off date for age, qualification and experience will be the date of advertisement.
- l. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
- m. Relaxation of age for SC/ST/OBC-NCL/PWD and Ex-Servicemen /J&K domicile category will be as per Govt. of India guidelines. Reserved category candidates applying against unreserved post shall be

treated as General category and no relaxation shall be given. The reserved category candidates are required to submit the caste/ category certificate in prescribed format of Government of India, issued by the competent authority. OBC candidates belonging to creamy layer category should apply as general category and against general vacancies only.

- n. The minimum qualification requirement in terms of percentage of marks/division will be appropriately relaxed for the Candidates belonging to SC, ST and PWD category.
- o. 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.
- p. 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.
- q. VFJ/AVNL also reserves the right to cancel/amend the advertisement and / or the selection process there under. The number of positions filled may increase or decrease depending on the requirement of VFJ/AVNL.
- r. No TA/ DA shall be paid to any candidate for attending interview in VFJ.
- s. Engagement of the selected candidate will be subject to medical fitness by the Medical Officer nominated by VFJ.
- t. Police verification report (PVR) is a pre-condition for engagement of the selected candidates.
- u. Necessary Medical Insurance policy for self may also be submitted at the time of joining with VFJ.
- v. No correspondence will be entertained from the candidates who are not selected / interviewed.
- w. 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.
- x. Any corrigendum/clarifications of the advertisement, if necessary, shall only be uploaded on AVNL website (avn1.co.in) and no separate press coverage shall be done for this purpose.
- y. All disputes / cases related to this recruitment process are subject to jurisdiction of courts at Chennai only.

- z. Management reserves the rights to cancel / restrict /enlarge/ modify / alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
- aa. VFJ reserves the right to relax age/experience/qualification & other qualifying criteria in deserving cases.
- ab. All information regarding this recruitment process would be made available in the AVNL website (avn1.co.in) only. Applicants are advised to check the web site periodically for important updates.
- ab. 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, e-mail 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.avn1.co.in) for latest updates.
- ac. Applications that are incomplete, not in prescribed format, not legible, without the required certificates and without requisite fee, shall be summarily rejected without assigning any reasons and no correspondence in this regard shall be entertained.
- ad. For any queries regarding this recruitment please send E-mail to vfj@ord.gov.in or contact at 0761-2792265/2792274/2792985 on all working days from 9.30 AM to 05.00 PM (Monday to Friday).
- ae. Clarifications /Decisions of the Company in respect of all matters pertaining to this recruitment would be final and binding on all candidates.
- af. Any other terms and conditions of engagement can be determined and incorporated with the approval of the competent authority.
- ag. 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.

**GENERAL:**

- a. Only Indian nationals can apply for the posts.
- b. The number of posts indicated above, may vary based on the actual requirement at the time of selection. Application data incomplete, not in prescribed format, without the required enclosures will be summarily rejected without assigning any reason and no correspondence in this regard will be entertained.

- c. Candidates are advised to carefully read the full advertisement for details of eligibility criteria and selection modalities before submission of application.
- d. The candidates should be willing to travel extensively across the country based on the project requirement.
- e. Application of the candidate without fee payment (Expect for SC/ST/PWD/Female) will be rejected/ cancelled without any prior intimation.
- f. All information submitted in the application will be verified with the original documents at the time of document verification or at any stage of the recruitment process. If any documents/ information provided by the candidate is found to be false or incorrect or Non-conformity with the eligibility criteria, then his/her candidature is liable to be rejected/ cancelled at any stage of the recruitment and selection process without any prior intimation.
- g. Candidature is liable to be rejected at any stage of recruitment/ eligibility/ selection process or after joining, if any information provided by the candidate is not found in conformity with the criteria mentioned in the advertisement. The candidature is also liable for rejection at any stage if VFJ comes across any evidence/knowledge that the qualification, experience and any other particulars indicated in the application/ other forms/formats are not recognized/ false misleading and/or amounts to suppression of information/ particulars which should have been brought to the notice of VFJ.
- h. There will be no separate communication to any candidates on their non-selection at any stage.
- i. Mere submission of application does not guarantee the adequacy of the candidature for being considered for the selection process.
- j. Decision of VFJ in the all matters regarding eligibility of the candidate, the stages at which such scrutiny of eligibility is to be undertaken, qualification and other eligibility norms will be final and binding on the candidate.
- k. Relaxation and Concession will be applicable to the candidates belonging to SC/ST/OBC/PWD as per the Government directives.
- l. VFJ reserves the right to debar /disqualify any candidate at any stage of the selection process for any reason whatsoever.
- m. Management reserves the right to cancel/restrict/enlarge/modify/alter the recruitment/selection process, if need to so arises, without issuing any further notice or assigning any reason thereafter.
- n. Canvassing in any form will result in disqualification.

**AVNL's DECISION FINAL:**

The decision of Chairman & Managing Director, AVNL 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.