



India Optel Limited/ इंडियाऑप्टेल लिमिटेड
A Government of India Enterprise/ भारत सरकार का उद्यम
Under Ministry of Defence/ रक्षा मंत्रालय के अंतर्गत
CIN-U31909UR2021GOI012802

Web: www.indiaoptel.in

ADVERTISEMENT FOR ENGAGEMENT OF SUPERANNUATED EMPLOYEES OF IOL AS CONSULTANT (QUALITY ASSURANCE) ON FIXED TERM CONTRACT BASIS FOR IOL

ADVT NO: IOL/HQ/HR(Rectt)/08/CONSULTANT (QA)/2024

India Optel Limited (IOL) is a Public Sector Undertaking under Ministry of Defence, Government of India, with Corporate Headquarters at Raipur, Dehradun (Uttarakhand).

IOL is an established manufacturer of Optical/Opto-Electronics Sights/Systems and Cables for Military and Para-military applications. It is the current market leader in this segment. It is a new Govt. company with great future. The company offers great work environment & challenging opportunities for professionals to prove their mettle.

Applications are invited from willing **Superannuated Employee of IOL** to be engaged as Consultant (Quality Assurance) on Contract basis for IOL.

Interested candidates may download the prescribed application format(Annexure-A) from IOL website www.indiaoptel.in and submit the same in Hard copy along with self – attested copies of educational/academic/professional Qualification certificates, testimonials, PPO, Last pay certificate, experience certificate, service certificate etc., through speed post/courier service to Senior Manager (HR) , India Optel Limited, Corporate Headquarters, OFILDD Campus, Raipur, Dehradun (UK)-248008 super scribing on the envelope ‘Application for Engagement to the position of**The last date of receipt of Application at IOL is 21 days from the opening date of publication of advertisement in Employment News/Rozgar Samachar/Newspapers.** In addition to hard copy of the application sent by speed post/courier, an advance scanned copy of the application form along with enclosures may be sent by email to recruitment@indiaoptel.in only.

IMPORTANT NOTE: Applicants are informed that “Advance Scanned copy of application along with enclosures (PDF) against above advertisement in the prescribed format shall be accepted specifically and only on designated e-mail id recruitment@indiaoptel.in. Scanned applications sent by applicants on any other e-mail ID of IOL will not be accepted.

1. Consultant (Quality Assurance)

Sl.	Particulars	Details
a)	No. of Position	01 (One) (UR).
b)	Maximum Age	Up to 62 years, as on closing date of advertisement.
c)	Academic/Educational Qualifications and Work Experience	1. B. Tech/ B.E/Equivalent Degree* in Electrical / Mechanical / Electronics and Communication Engineering. {*AMIE section A & B of the Institution of Engineering (India)} 2. Consultant (QA) should have at least 15 years of work experience of working in factory establishment out of which minimum 5 (five) years cumulative working experience in quality control section. 3. Retired ‘Group A’ officer from units of IOL (OLF, OFD, OFCd, OFILDD), who have retired from minimum pay level 11 or above, with grading of minimum ‘Above Average’ or Equivalent during last 3 years of their service should only apply.

d)	Job Description	The professional so hired shall be responsible for effective working of quality control system of OLF i. He/ She shall liaise with CQAI and other allied establishments and shall effectively monitor working of quality control system. ii. He/ She shall be responsible for implementation of Industry 4.0 in quality control sections. iii. Any other relevant work which will be given from time to time.
e)	Tenure of Engagement	Duration of contract will be 01 (One) year and may be extended up to 02 (Two) years (Or 65 Years of age whichever is earlier) on requirement basis (subject to satisfactory performance).
f)	Nature of Engagement	Fixed Term Contract basis (Full Time).
g)	Remuneration	Total consolidated monthly remuneration to be paid as per Department of Expenditure, Ministry of Finance O.M. No. F.No. 3-25/2020/E.IIIA dated 09.12.2020.
h)	Place of Posting	At OLF Dehradun, a unit of India Optel Limited. May be deputed to other places for official work with the permission of CGM/OLF.
i)	Other terms and Conditions	I. The professional so hired shall be governed by the Official Secret Act 1923, as amended from time to time and will not disclose to any unauthorised person (s) any information/data that may come to their engagement as Consultant (QA) in IOL. All such documents shall be property of IOL. They will not utilise/publish or part with, to a third party as part of the data or statistics/proceedings/information collected for purpose of their assignments or during course or assignment for IOL without the express written consent of IOL. II. The professional so hired must act at all times in the interest of IOL and render any advice/service with professional integrity. The professional so hired shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of IOL nor will they indulge in any outside the terms of contractual assignment.
j)	Working Hours	Working hours will be as per office timings of IOL unit, where posted.

2. Process of Engagement :

Application received will be scrutinised by a Committee constituted for the purpose by the Competent Authority and the suitable candidate will be shortlisted and recommended on the basis of Qualification, experience, area of work, capability, track record etc., in the respective unit/division of IOL with the approval of Competent Authority. There will be no interview for selection.

3. Period of Engagement:

3.1 The individual would be engaged only for the minimum period required.

3.2 The individual would be engaged for an initial period of up to one year, at the first instance. The performance in terms of his Specific Role, Charter of Duties, Responsibilities etc., will be monitored periodically and extension, if required, would be granted provided the performance is found to be satisfactory. Such extensions would be granted on yearly basis subject to approval of the Competent Authority.

- 3.3 The engaged individual would be reporting to a designated regular Officer.
- 3.4 The performance of such engaged individual would be reviewed/ monitored, by a Committee headed by the respective Director and the respective head of Unit/Division.
- 3.5 The engagement will be on full time basis. Absence from duty for more than 18 working days in a Calendar Year will result in proportionate reduction in the Consolidated Emoluments. The engaged individual will be entitled to a leave of 1.5 days per month in addition to the holidays of the unit.

4. Remuneration :

- 4.1. It may be noted that remuneration and allowances, leave and term (i.e. period) of engaged individual will be regulated and governed in accordance with Department of Expenditure, Ministry of Finance O.M. No. F.No.3-25/2020-E.III/A dated 09.12.2020.
- 4.2. **Travelling Allowance/Daily Allowance on Official Tour:** TA/DA will be allowed to the engaged individual on Official Tours at the rates admissible at the level from which he/ she superannuated.
- 4.3. **Local Transport:** Engaged individual will be entitled to use Company Transport for Official journeys beyond 8 Kms. radius of the Office/Factory.

5. Other Benefits and Terms & Conditions :

- 5.1 The engaged individual will be eligible for weekly off and paid holidays as applicable at IOL Unit/Division where he/she will be placed.
- 5.2 The engaged individual will be covered under Income Tax, Service Tax, Professional Tax etc., as per the applicable Rules. All such Taxes would be payable by them to Government.
- 5.3 The engaged individual will not be entitled for any Allowances or Benefits other than those indicated in this scheme.
- 5.4 The contract engagement will not confer any right on the Consultant/Advisor to claim the status of a regular employee of the Company.
- 5.5 The engaged individual will abide by the various Company Rules & Regulations governing for carrying out the assigned tasks.
- 5.6 The engaged individual will safeguard the security and confidentiality of all official matters and secrecy of information coming to his knowledge.
- 5.7 Suitable Risk Clauses will be added in the Offer of Engagement, in detail, to safeguard the interest of the Company in case the candidate quits the Job before its completion and losses/damages, if any, caused to Company property, etc.

6 Exercising of Powers :

The engaged individual can be authorised by the concerned Director/GM, based on requirements, to raise Note Sheets, co-ordinate various activities, supervise the work carried out by the employees assigned to work under him/her, sanction leave etc. However, the engaged individual will not have any financial powers.

7 **Termination of the Contract engagement :**

The contract engagement will stand automatically terminated on completion of the prescribed tenure. The engagement can be terminated even earlier with one month's notice in writing on either side or payment (Consolidated Remuneration) in lieu of the Notice.

8. **GENERAL CONDITIONS:**

- 8.1. Only Indian Nationals are eligible to apply.
- 8.2. All qualifications should be recognized by AICTE / UGC / appropriate Indian Statutory Authorities.
- 8.3. For the above position, age, experience etc., would be as on closing date of advertisement.
- 8.4. In support of age proof, candidates will have to submit school leaving / matriculation / secondary board certificate / certificates of birth from concerned Municipal Authorities.
- 8.5. The candidates should submit self-attested copies of Academic Qualification & Professional Qualification, Experience, PPO, Last Pay Drawn Certificate against proof for holding last position, Service Certificate, Relieving Order etc.
- 8.6. Those working in Govt./PSUs/Autonomous bodies etc. after superannuation, must submit NOC at the time of interview and should submit proper relieving letter in the event of selection.
- 8.7. The Consultant so engaged shall be subject to their being Medically Fit.
- 8.8. If any information provided by the candidate is found to be false or incorrect or is not in conformity with the eligibility criteria, then his / her candidature is liable to be rejected at any stage.
- 8.9. The candidates must have an active E- Mail ID & mobile number which must remain valid for at least next 01 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. There will be no employer - employee relationship between IOL and the Consultant engaged.
- 8.10. The engaged individual shall not be entitled to any benefit like Increment, Dearness Allowance, HRA, Provident Fund, Pension, Gratuity, Medical Attendance Treatment, Seniority, Promotion etc., or any other benefits as applicable to the regular employees of the Government.
- 8.11. Depending on the requirements, IOL reserves the right to cancel / curtail / increase the number of positions without any further notice and without assigning any reason thereof.
- 8.12. Any modifications / amendments / corrigendum/ Cancellation Notice etc., in this advertisement will be given in IOL's website www.indiaoptel.in only.
- 8.13. There should be no criminal case pending against the eligible candidate and the same will be self-certified by the candidate. In case of false information, action as per rules be initiated including termination of contract.
- 8.14. The candidate should be clear from vigilance / disciplinary angle at the time of retirement.

- 8.15. The engagement of Consultant would be on full time basis and he/ she would not be permitted to take up any other assignment during the period of engagement. In exigencies, the engaged individual may be required to work beyond office hours and / or on closed holidays. No extra allowance, remuneration or compensatory leave for such work will be admissible.
- 8.16. The engagement of Consultant shall be purely on contract basis and will not confer any right for regular appointment.
- 8.17. No TA/ DA is admissible for joining the assignment or on its completion.
- 8.18. Income tax or any other tax liable to be deducted, as per the prevailing rules, will be deducted at source before effecting the payment of remuneration.
- 8.19. The tenure based engagement will not confer any right on the personnel to claim the status of regular employee.
- 8.20. The Company shall not be responsible for any loss, accident, damage, injury suffered by the Consultant whatsoever arising in or out of the execution of his/her work including travel.
- 8.21. Police verification of the engaged individual shall be done as per the latest instructions issued by MHA. In case the police verification is received as negative, the contract of engaged professional shall cease to exist with immediate effect without any notice.
- 8.22. Canvassing by a candidate in any form shall disqualify his / her candidature.
- 8.23. Any dispute with regard to engagement against the above advertisement will be settled within the jurisdiction of Dehradun only.
- 8.24. Please visit IOL's website & your individual registered e-mails regularly for any updates/notification, if any.
- 8.25. For any queries, regarding this engagement please contact at Phone (Landline) : 0135-2787101-103 (Extension : 4031) & Mobile: +91- 7579044634 on all working day from 10.00 AM to 04.00 PM (Monday to Friday).

9. IOL's Decision Final :-

- 9.1. The decision of Chairman & Managing Director, IOL will be final and binding on the candidates in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, process of engagement, selection and engagement of selected candidate and no query/correspondence will be entertained in this regard.
- 9.2. The department reserve the right to cancel and not to proceed in the matter of engagement of Consultant at any stage without giving any reason, whatsoever.

10. Last date for receipt of Application at the Correspondence address at IOLHQ :

21 days from the opening date of publication of advertisement in Employment News/Newspapers.

-Sd-
[Sangeeta Meena]
Senior Manager/ HR
For Chairman & Managing Director/ IOL

APPLICATION FOR ENGAGEMENT OF SUPERANNUATED EMPLOYEES OF IOL
AS CONSULTANT (QA) ON FIXED TERM CONTACT BASIS IN IOL

Advertisement No. _____

Affix recent
Passport
Photograph
here

1.	Full Name	
2.	Father's /Husband's Name	
3.	Date of Birth (DD/MM/YYYY)	
4.	Age as on the closing date of Application (in years and months)	
5.	Contact Details (E-mail & Mobile)	
6.	Address for communication	
	Permanent Address	
7.	Name of the Unit of IOL from which Superannuated	
8.	Date of joining Govt. Service	
9.	Date of Superannuation	
10.	Post and level from which superannuated (please enclose a copy of the retirement order/supporting reference)	
11.	Total work Experience of working in factory establishment	
	Cumulative work experience in Quality Control Section	
12.	Name of Organisation in which currently working after superannuation from IOL (if any)	

Educational/academic Qualifications (Attach self-attested copies) (In case of insufficient space, please attach separate sheet duly signed by the applicant)						
13.	Sl. No	Exam/Degree Passed	School/college/University	Subject Taken	Year of passing	Class/Division & % age
14.	PPO No. & Last Pay Drawn Certificate (Please enclose a copy)					
15.	Brief Particulars of experience (To be attached as "Appendix")			Duly filled Performa "Appendix" is attached.		

16. Special Achievement (if any) :
(along with supporting documents)

17. If selected, what notice period :
would you require before joining
(if working)

18. Have you ever been found guilty for any offence under law in the past. If yes, please give full information.:-

19. Whether any minor/major penalty was imposed during last fifteen years of govt. Service.:-

20. Any other information you would like to mention.:-

I have carefully read the terms & conditions mentioned in the detailed advertisement for the subject position and ready to accept all the terms and conditions for engagement as Consultant in case found suitable.

Further, I hereby declare the particulars furnished above are true and correct to the best of my knowledge and belief. I understand and agree that in the event of any information being found false OR incorrect/incomplete or ineligibility being detected any time before OR after selection, my candidature is liable to be rejected and I shall be bound by the decision of IOL.

Also, I hereby declare that I was clear from Vigilance angle at the time of my retirement and no disciplinary / judiciary action is pending against me as on date.

Place:.....

Signature:.....

Date:.....

Name:.....

Details of Experience

Period of (Starting from the latest)		Name of Section/Division & Unit /Office	Post, Remuneration or Pay Band with Grade Pay, if applicable	Description of duties performed
From	To			

Signature:

Name: