



**ARTIFICIAL LIMBS MANUFACTURING CORPORATION OF INDIA**  
**(A GOVERNMENT OF INDIA UNDERTAKING 'MINIRATNA' COMPANY**  
**G.T. ROAD, KANPUR- 209 217 (U.P.)**



Artificial Limbs Manufacturing Corporation of India (ALIMCO), a PSU working under the aegis of Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment, Govt. of India, invites applications for filling up the following position at ALIMCO HQ at Kanpur :-

S. No	Post Code	Post	Grade	Pay Scale	Annual CTC (Approx) (Rs.) (Including PRP)	Upper age limit as on <b>01.04.18</b>	Category	No. of Vacancy	P.Q. Exp. (Yrs)
1	HR-01	General Manager (Production)	E-7	Rs. 100000-260000/-	Rs.3034020/-	55 Yrs	UR	1	18

**QUALIFICATION, EXPERIENCE AND JOB SPECIFICATION**

**HR-01 General Manager (Production)**

**Qualification:**

A recognized engineering degree in Mechanical / Production / Manufacturing with minimum 55% marks (Desirable 60%). Masters Degree in any engineering discipline or PG Degree/PG Diploma with specialization in Materials / Marketing/ TQM or other management discipline.

**Experience:**

A minimum 18 years post qualification experience in Public Sector Undertaking or reputed Private/Manufacturing Sector /multi product engineering industry with eight years at senior management capacity in production engineering / rehabilitation engineering. Should have worked in immediate lower scale for at least 02 years. Candidate should have experience in manufacturing process, marketing, State-of-the-Art techniques of Production, manufacturing process, supply chain management, inventory control, logistic management, research and development of rehabilitation aids and appliances Excellent management, interpersonal and team work skills and communication abilities at all levels.

**SELECTION PROCESS:** Interview

**Note:-** The candidates will be required to attend Personal Interview before the Corporation's Selection Board.

**RELAXATION**

Relaxations for SC / ST / OBC (Non-Creamy Layer) / PH (degree of disability 40% or above) candidates will be provided as per guidelines of Govt. of India

**GENERAL CONDITIONS:**

1. The applicant must be citizen of India.
2. The candidate should not have exceeded the age limit as on 01.04. 2018.
3. No age & percentage of marks bar for Departmental candidates. Departmental candidates are those who are on the regular rolls of the Corporation.
4. The candidates having minimum experience in multi-units of Public Sector Undertaking/Large Manufacturing Organisations of repute will be preferred.
5. All the applicants should preferably have good computer knowledge and communication skills.
6. Persons working under Central/State Govt./Public Sector Undertaking/ Autonomous bodies should apply through proper channel. While forwarding the application it may be

verified and certified by the controlling authority that the particulars furnished by the officer are correct and that no disciplinary / vigilance case is either pending or contemplated against the officer. Integrity certificate and a statement of major / minor penalty imposed if any in past five years may also be sent along with application. The candidate may, however, send advance copy of the application along with requisite enclosures to avoid delay but may produce NO OBJECTION CERTIFICATE at the time of interview, from their present Employer.

7. The candidates are advised to give specific, correct, full information. In case it is detected at any stage that a candidate does not fulfill the eligibility criteria, his / her candidature shall be rejected / cancelled without assigning any reason, thereof. Similarly, even after joining, if it is found that he/she has furnished any incorrect information or suppressed any material information, his/her services shall be summarily terminated.
8. The Management reserves the right to call suitable/short-listed candidates for test/interview.
9. In case no suitable candidate is found, management may consider for appointment of the candidate on contract basis by relaxing age / qualification / experience, at a suitable remuneration to meet immediate requirement.
10. Management reserves the right to cancel candidature of any candidate / or cancel recruitment process of any aforesaid post without assigning any reason.
11. Mere fulfilment of eligibility criteria/norms does not entitle a candidate to be called for interview. Management reserves the right to raise standard of specifications i.e. qualification /percentage of marks / experience higher than that of the minimum prescribed in the advertisement to restrict the number of candidates to be called for interview.
12. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto shall be subject to jurisdictions of Court at Kanpur Nagar only.
13. Candidates belonging to OBC category but not covered under 'Non-creamy layer' should indicate their category as 'General'.
14. The candidates called for the Interview will be reimbursed return rail / bus fare by shortest route on production of proof of journey from their present address to the place of interview as per the rules of the Corporation. No TA will be paid to any candidate for appearing in the written examination.
15. Candidates should carefully fill up all details in the application form especially the Category (SC/ST/OBC-NCL/PH) for which required documentary proof need to be attached with the application. If later it is found that such a statement/ certificate is false, the candidate will be liable for suitable action including termination of services and prosecution.
16. Appointment to the post will be subject to being found medically fit by the Chief Medical Officer as per the prescribed Health Standards.
17. Management may consider appointments on deputation basis if eligible candidates are found suitable. However, the deputation period in respect of employee appointed on deputation from Central/State Govt. Deptt. or PSUs shall be for a period of three years.
18. In addition to basic pay the selected candidate would be entitled for DA, HRA, Perks and other benefits like PF contribution, Pension Scheme, PRP Indoor treatment, hospitalization facilities, Post Retirement Medical Scheme under Medical Rules, Gratuity, Earned leave and casual leave as per the rules of the Corporation.
19. Depending upon the place of posting, the candidates with knowledge of local/ regional languages would be preferred.
20. Refund of application fee in case management decides to cancel the process of recruitment of any post for any reason.

21. ALIMCO shall not be responsible for any postal delay / loss of application in transit. Applications received after due date will neither be entertained nor returned. Incomplete applications will summarily be rejected.
22. The Corporation reserves the right to prepare a panel for the posts advertised to fill up the future vacancies arising after the publication of this advertisement.
23. Though places of posting have been as indicated in this advertisement, the candidates are liable to be transferred anywhere in India including initial posting.
24. Any modifications / amendments in the advertisement will be given on the ALIMCO website only i.e. [www.alimco.in](http://www.alimco.in) and no separate advertisement will be issued.
25. All important information regarding this recruitment will be available on the ALIMCO website [www.alimco.in](http://www.alimco.in) and as such, candidates are advised in their own interest to visit the website periodically to get update.

#### HOW TO APPLY:

1. Candidates must apply in the Common Application Format devised by ALIMCO.
2. Candidates should ensure that they have filled in the Application Format complete in all respects legibly.
3. Applications in the prescribed format must be submitted along with attested copies of testimonials in support of Age, Caste, Educational Qualifications, Experience etc., and non refundable Demand Draft of Rs. 500/- (SC / ST/ PWD and departmental candidates are exempted from payment of application fee) drawn in favour of **ALIMCO, payable at Kanpur**, may be sent **only by Post/courier** to the Sr. Manager (Personnel & Administration), ALIMCO, Naramau, G. T. Road, Kanpur-209 217. The Advt. No. & Category and the Post Applied For should be mentioned on the **envelope so as to reach on or before the closing date i.e. 14<sup>th</sup> May, 2018**. Applications not in prescribed format or without supporting documents for Age, Qualification, Experience, Application fee, Caste (if applicable) etc or sent through any other modes viz **email, by hand and fax etc. shall be summarily rejected.**
4. Candidate should note that the ALIMCO will in no case be responsible for rejection of application on account of application being incomplete, non-receipt of application or any delay in receipt thereof on any account whatsoever. Application received after the prescribed closing date will not be entertained under any circumstances and all such applications will be summarily rejected. The applicants should therefore, ensure that their applications must reach ALIMCO Kanpur on or before the prescribed closing date i.e. **14<sup>th</sup> May, 2018**

#### Documents to be enclosed:

1. SSLC/HSC Certificate/Mark Sheet copy (in support of date of birth)
2. Copies of Educational Certificates (Degree, PG Degree and Doctorate).
3. Latest copy of Pay Slip if applicable
4. Copies of proof of experience.
5. Demand Draft/ Bankers cheque in favour of ALIMCO payable to Kanpur.
6. Copy of Caste Certificate of SC/ST
7. Copy of Caste Certificate OBC (NCL) not issued before 6 months
8. Copy of Certificate of disability in case of Physically Handicapped candidates.

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**G.T. ROAD KANPUR - 209217 (U.P.)**

**APPLICATION FORMAT**  
(Use Block Letters only)

**ADVT. NO. AD 3F 01/March-2018**

(Please fill up this form with utmost care)



Post Applied for : \_\_\_\_\_

(A) Personal Details

1. Name (as appears in SSC certificate)

2. Father's Name :

3. Date of Birth :

D	D	M	M	Y	Y
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4. **Age as on : 01-04-2018**

Year	Month	Days
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5. Sex (write M or F) :

6. State of Domicile :

7. Category  (Gen./SC/ST/OBC)

Are you physically handicapped : Yes/No

If yes, please mention the details as follow :

Type of Disability :

Extent of disability as specified in the disability certificate:

(B) CORRESPONDENCE ADDRESS :

City/Town  State  Pin Code

Tel. No. with STD Code  Mobile

(C) PERMANENT ADDRESS :

City/Town  State  Pin Code

Tel. No. with STD Code  Mobile

E-mail ID, if any

(D) **ACADEMIC PERFORMANCE :**

1. **Basic Qualifications :**

Exam Passed	Institution/ University/ Board	Branch of Specilization	Duration of Study	Month & Year of Passig MM/YYYY	Aggregate % of Marks	Full Time/ Part Time/ Correspondence

2. **Professional Qualification (Please mention qualification which makes you eligible) :**

Exam Passed	Institution/ University/ Board	Branch of Specilization	Duration of Study	Month & Year of Passig MM/YYYY	Aggregate % of Marks	Full Time/ Part Time/ Correspondence

3. **Additional Qualification, if Any:**


(E) **DETAILS OF EXPERIENCE (If required, please attach separate sheet)**

Name of the Organization	Designation	Scale of Pay	Duration		Nature of Duties	Reason for leaving
			From MM,YYYY	To MM,YYYY		

Post Qualification Experience : Year  Months

(F) **DETAILS OF DEMAND DRAFT :**

Demand Draft No.	Dated	Name of the Bank	Amount

(G) **WHETHER DEPARTMENTAL CANDIDATE : Yes/No**

**Declaration:**

I confirm that the information given in this application is true and correct to the best my knowledge and belief. I further undertake that if at any stage it is discovered that an attempt has been made by me willfully to conceal or misrepresent the facts, my candidature/appointment shall be summarily rejected or terminated without any notice.

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Applicant

**Please Enclose:**

1. Proof of SC/ST/OBC/PH Certificate (If applicable).
2. Demand Draft of Rs 500/- in favour of ALIMCO, payable at Kanpur, (SC/ST/PH Exempted).
3. Certificates in support of age, education qualifications, experience etc.
4. Please write Advertisement No., Category and post applied for on the top of the envelope.
5. Please attach a sheet in your own handwriting giving justification as to why you consider fit for the post applied for in maximum 300 words.

**LAST DATE FOR RECEIPT OF APPLICATIONS : 14-05-2018**