



India Optel Limited/इंडियाऑप्टेललिमिटेड
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 RETIRED EXPERT AS
CONSULTANT (QUALITY ASSURANCE) ON FIXED TERM CONTRACT BASIS FOR IOL**

ADVT NO: IOL/HQ/HR(Rectt)/05/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. The Company has promising future. Its turnover and its paid up capital are on the rise. The company offers great work environment & challenging opportunities for professionals to prove their mettle.

IOL is looking for an experienced Retired Expert as Consultant (Quality Assurance) who wish to pursue a career in the Company on Fixed Term Contract basis for IOL.

Interested candidates may download the prescribed 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 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)	Number 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/ BE/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.

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/EIII/A 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)	Working Hours	Working hours will be as per office timings of concerned unit of IOL (OLF) where posted.

2. Allowances:-

2.1 Dearness Allowance, HRA or any other allowance shall not be admissible. No accommodation and medical facility shall be admissible. However, Company's accommodation can be considered subject to availability and on payment of applicable rent, electricity charges as per actual consumption plus water charges.

2.2 **Transport Allowance:** - An appropriate and fixed amount as Transport Allowance for the purpose of commuting between the residence and the place of work shall be allowed not exceeding the rate applicable to the engaged personnel at the time of retirement. The amount so fixed shall remain unchanged during the term of engagement. TA/DA on official tour, if any, will be provided as per their entitlement at the time of retirement. Company Units will provide transit accommodation in their guest houses while on official tour subject to availability and with the approval of Competent Authority.

3. Leave of absence:-

3.1 Paid leave of absence will be allowed upto 18 days in a Calendar year on pro rata basis [@ 1.5 days for each completed month of service]. Accumulation of leave beyond a calendar year will not be allowed. Leave cannot be claimed as a matter of right. However, concerned Competent Authority will have authority to curtail the leave sanctioned. Un-availed leave in a Calendar Year shall not be allowed to be carried forward to next Calendar Year. Leave encashment will not be permissible.

3.2 No other leave of any kind shall be admissible to him/ her. In case he/ she remains absent from duty beyond entitled leave, proportionate deduction from the monthly remuneration as applicable shall be made.

4. The Consultant will sign an agreement of confidentiality with IOL containing clause of ethics and integrity.

5. **GENERAL CONDITIONS:**

5.1. Only Indian Nationals are eligible to apply.

5.2. All qualifications should be recognized by AICTE / UGC / appropriate Indian Statutory Authorities.

5.3. For the above position, age, experience etc., would be as on closing date of advertisement.

5.4. In support of age proof, candidates will have to submit school leaving / matriculation / secondary board certificate / certificates of birth from concerned Municipal Authorities.

5.5. The candidates should submit a self-attested copies of academic qualification & Professional Qualification, experience, PPO, last pay drawn Certificate against proof for holding last position, relieving order etc.

5.6. Those working in Govt/PSUs/Autonomous bodies, must submit NOC at the time of interview and should submit proper relieving letter in the event of selection.

5.7 The Consultant so engaged shall be subject to their being medically fit.

5.8. 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.

5.9. 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.

5.10. There will be no employer - employee relationship between IOL and the Consultant engaged.

5.11. The Consultant shall not entitled to any benefit like 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.

5.12. 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.

5.13. Selection Criteria:- Application received will be scrutinised by a Committee constituted for the purpose and the shortlisted candidates will be called for an interaction/ interview, if required, by a duly constituted Selection Board. The final selection will be based on candidate's performance at the interview.

5.14 The date, time and venue of the interview will be conveyed through E-Mail at the E-mail address provided by the candidates.

5.15. The applicants will have to make their own arrangements to reach the place of interview. No TA/DA will be paid to the candidate for appearing in the Interview.

5.16. Any modifications / amendments / corrigendum/ Cancellation Notice etc., in the advertisement will be given in IOL's website www.indiaoptel.in only.

5.17. 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.

5.18. The candidate should be clear from vigilance / disciplinary angle at the time of retirement.

5.19. 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 he/ she 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.

5.20 The engagement of Consultant shall be purely on contract basis and will not confer any right for regular appointment. The finally selected candidate will have to sign a contract with IOL at the time of joining.

5.21 No TA/ DA is admissible for joining the assignment or on its completion.

5.22 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.

5.23 Tenure of Engagement :- The tenure of engagement is for the period as specified for the position in table above. The tenure will come to an end automatically on completion of the fixed tenure without any further notice. However the same may be extended upto a maximum period as specified for the position in table above (including initial period) based on the requirement and individual's performance with the approval of Competent Authority.

5.24 Termination of Engagement :-

(A) The tenure will come to an end automatically on completion of fixed tenure unless extended.

The engagement can be terminated at any time by IOL by giving one month's notice or with remittance of one month's pay in lieu thereof without assigning any reason, if :-

- (i) If the Consultant is unable to accomplish the assigned work within the stipulated time and fails to accomplish work as per the satisfaction of Company.
 - (ii) If the Consultant fails in timely achievement of the mile stones as decided by the company.
 - (iii) If the Consultant is found lacking in honesty and integrity.
 - (iv) The engaged personnel is liable to be discharged at any time from engagement on being found medically unfit.
 - (v) Department reserves the right to terminate the service of the Consultant at any time without assigning any reason.
- (B)** During the tenure the candidate will wholly devote to work assigned to him/ her and will not undertake any other employment/ engagement either on full or part time basis. Any violation of this condition will entail immediate termination of his/ her services.
- (C)** If the candidate wishes to leave the services of IOL, he/ she shall have to give 03 months notice to IOL or pay 03 month's salary in lieu thereof. The three months' notice period given by the candidate will be regulated as under:-
- (i) The notice period of 03 months given by the individual will be considered as served [for the purpose of monthly remuneration] if the individual Engaged remains present for duty throughout the notice period.
 - (ii) In case the engaged individual remains absent during the entire notice period of 03 months, he/ she will have to pay three month's salary to IOL in lieu thereof.
 - (iii) In case of any unavoidable circumstances (during the notice period), if the engaged individual remains absent from duty for a specific period, his absence shall be covered by available leaves in credit with the approval of the Competent Authority.
 - (iv) The period of absence which is not covered under para (iii) above and unless condoned by the Competent Authority [in exceptional circumstances] will attract the condition of 'No Work No Pay' and payment of salary to IOL by the engaged individual for the period of un-authorized absence thereof.

5.25 The tenure based engagement will not confer any right on the personnel to claim the status of regular employee.

5.26 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 work including travel.

5.27 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.

5.28. Canvassing by a candidate in any form shall disqualify his / her candidature.

5.29 During the period of Contract engagement, the Consultant shall be subject to the provision of the Indian official Secret Act & hence will not divulge any information or documents gathered by him to any person/office, not authorised to have the same. All such documents shall be the property of IOL. The Consultant has to sign an agreement of Confidentiality and also Conflict-of-Interest agreement.

5.30 The Consultant shall not utilize or disclosed or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of this assignment for the department or without the explicit consent/direction from the department. The professional so hired must act at all times in the interest of IOL and render any advice / service with professional integrity.

5.31 The professional so hired in no case represent or give opinion or advice to others in any matter which is adverse to the interest of IOL nor will indulge in any activity outside the terms of contractual assignment.

5.32. Any dispute with regard to engagement against the above advertisement will be settled within the jurisdiction of Dehradun only.

5.33. Please visit IOL's website & your individual registered e-mails regularly for any updates/notification, if any.

5.34. 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).

6. IOL's Decision Final :-

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, conduct of interview, selection and engagement of selected candidate and no query/correspondence will be entertained in this regard.

7. 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.

8. Last date for receipt of Application at the Correspondence address at IOL

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

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

APPLICATION FOR CONSULTANT (QA) ON FIXED TERM CONTACT BASIS IN IOL**Advertisement No.....**

Affix recent Passport Photograph here
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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.	Date of joining Govt. Service	
8.	Date of retirement	
9.	Post and level from which retired (please enclose a copy of the retirement order)	
10.	Name of the Ministry/Department/Organisation from which retired Last Pay Drawn (please enclose copy of LPC)	
11.	Transport Allowance (Basic) at the time of retirement.	
12.	Organisation currently working (if any)	

Educational/academic Qualifications (Attach self-attested copies) (In case of insufficient space, please attach separate sheet duly signed by the applicant)						
	Sl. No	Exam/Degree Passed	School/college/ University	Subject Taken	Year of passing	Class/Division & % age
13.						
14.	PPO No. (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 Office/Organisation	Post, Remuneration or Pay Band with Grade Pay, if applicable	Description of duties performed
From	To			

Signature:

Name:.....