



एचपीसीएल बायोफ्यूल्स लिमिटेड

(हिन्दुस्तान पेट्रोलियम कॉर्पोरेशन लिमिटेड के पूर्ण स्वामित्व वाली सहायक कम्पनी)

HPCL BIOFUELS LIMITED

(A wholly owned subsidiary company of Hindustan Petroleum Corporation Ltd)

HPCL Biofuels Limited (A wholly owned subsidiary company of Hindustan Petroleum Corporation Limited) has two Integrated Sugar Units located at Sugauli Village, East Champaran District and at Lauriya Village, West Champaran District in the State of Bihar. Both the plants are in commercial operations and producing Sugar, Ethanol and Co-gen since December 2011.

In order to meet operational requirements, HPCL Biofuels Limited (hereafter will be called as HBL) has planned to hire suitable manpower on Fixed Term Contract basis for the period as mentioned below:

Management / Non-Mgmt.: 2 years and extendible to another 1 year depending on operational requirement of HBL & performance of incumbent.

Seasonal: 2 Crushing Season and extendible to another 1 Crushing Season depending on operational requirement of HBL & performance of incumbent.

MANAGEMENT

Sr. No.	Name of the positions	Department	Vacancy	Minimum Qualification	Minimum Experience	CTC (Rs. in Lakh)	Date & Time of interview
1	General Manager	General & Admin.	1	Degree in Mechanical / Electrical / Chemical Engineering with ANSI / AVSI in Sugar Engineering	20 Yrs. experience in Sugar / Co-gen and should have worked as GM / Location Head for minimum 2 yrs. in Sugar Industry.	Negotiable	25th Sep 2017 8:00 am to 2:00 pm
2	DGM - Sugar Engineering & Co-gen	Sugar Engineering	2	Degree in Mechanical Engineering with ANSI / AVSI in Sugar Engineering / BOE.	15 yrs. experience in Sugar Industry out of which 3 years as Plant Manager / Dept. Head-Engineering-Sugar Plant. / Plant Manager - Co-gen / Power Plant	8.00 - 10.00	
3	Manager / Dy. Manager Engineering-Sugar	Sugar Engineering	2	Degree / Diploma in Mechanical Engineering and ANSI / AVSI in Sugar Engineering	8 Yrs. experience for Degree & 10 Yrs. experience for Diploma, in Sugar Industry	4.50 - 6.50	
4	Manager / Dy. Manager Electrical (common / central for all)	Sugar Engineering	2	Degree / Diploma in Electrical Engineering and ANSI / AVSI in Sugar Engineering / BOE.	8 Yrs. experience for Degree & 10 Yrs. experience for Diploma, in Sugar Industry	4.50 - 6.50	
5	DGM-Production	Sugar Production	1	B.Sc. with ANSI / AVSI in Sugar Technology	15 Yrs. experience in relevant field out of which 5 yrs. as HOD	8.00 - 10.00	
6	Manager / Dy. Manager Production	Sugar Production	2	B.Sc. with ANSI / AVSI in Sugar Technology	8 Yrs. relevant experience in relevant field	4.50 - 6.50	
7	Manager / Dy. Manager Mechanical	Co-gen	2	Degree / Diploma in Mechanical Engineering, Preferred BOE	8 Yrs. experience for Degree and Min.10 Yrs. experience for Diploma in Co-gen Plant	4.50 - 6.50	
8	Mechanical Engineer - Co-gen	Co-gen	5	Degree / Diploma in Mechanical Engineering	4 Yrs. experience for Degree & 7 Yrs. experience for Diploma in Co-gen Plant	3.00 - 4.00	



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9	Manager / Dy. Manager- Quality Control	Sugar Production	2	B.Sc. (Chemistry) with ANSI / AVSI in Sugar Technology	8 Yrs. experience in relevant field out of which 4 yrs. as QC Incharge in Sugar Industry	4.50 - 6.50	26th Sep 2017 8:00 am to 2:00 pm
10	Sr. / Manufacturing Chemist (Sugar Tech)	Sugar Production	7	B.Sc. (Chemistry) with ANSI / AVSI in Sugar Technology, preference to certification in Sugar Boiling	5 Yrs. experience in Sugar Industry out of which 2 years as Manufacturing / Shift Chemist	3.00 - 4.00	
11	Mechanical Engineer - Sugar	Sugar Engineering	3	Degree / Diploma in Mechanical Engineering and ANSI / AVSI in Sugar Engineering	4 Yrs. experience for Degree & 7 Yrs. experience for Diploma, in Sugar Industry	3.00 - 4.00	
12	Electrical Engineer (Common / Central for all)	Sugar Engineering	2	Degree / Diploma in Electrical Engineering and ANSI / AVSI in Sugar Engineering	4 Yrs. experience for Degree & 7 Yrs. experience for Diploma, in Sugar Industry	3.00 - 4.00	
13	Instrument Engineer (Common / Central for all)	Sugar Engineering	2	Degree / Diploma in Instrumentation or Electronics & Communication Engg.	4 Yrs. experience for Degree & 7 Yrs. experience for Diploma, in Sugar Industry	3.00 - 4.00	
14	Manager - HR	General & Admin.	1	MBA (HR) / PGDM in HR	8 Yrs. experience in relevant field	4.50 - 6.50	
15	HR Officer	General & Admin.	1	MBA (HR) / PGDM in HR	3 Yrs. industry experience	2.00 - 3.00	
16	Accounts Officer	Finance Section	1	B. Com & CA Inter / ICWA Inter	3 Yrs. experience in relevant field	2.00 - 3.00	
17	Manager - Ethanol	Ethanol	1	Degree in Chem. Engg. / B.Sc. (Chemistry) & DIFAT from NSI / VSI	8 Yrs. experience in Ethanol / Distillery Plant out of which 2 Yrs. as Manager	4.50 - 6.50	27th Sep 2017 8:00 am to 2:00 pm
18	Shift Incharge	Ethanol	5	B.Sc. with DIFAT, B.Tech. (Biotech), B.Sc. (Biotech), B.Tech. (Chemical Engg.) / M.Sc.-Environment	4 Yrs. experience out of which 2 yrs. as Shift I/c in Ethanol Department	2.00 - 3.50	
19	Lab / Shift Chemist	Ethanol	5	B.Sc. with DIFAT, B.Tech. (Biotech), B.Sc. (Biotech.), B.Tech. (Chemical Engg)	4 Yrs. experience in relevant field	1.96 - 3.24	
20	Microbiologist	Ethanol	2	M.Sc. in Microbiology	5 Yrs. relevant experience in Distillery	2.00 - 3.50	
21	ETP Incharge	Ethanol	2	B.Sc. with DIFAT	6 Yrs. relevant experience in Distillery	2.00 - 3.50	
22	Cane Officer	Cane	2	B.Sc. in Agriculture	4 Yrs. experience in relevant fields in Sugar Industry	2.00 - 3.00	
23	EDP Officer	EDP section	1	Graduate with one-year diploma in Computer Application	3 Yrs. relevant experience in Sugar Industry	2.00 - 3.00	



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NON - MANAGEMENT

24	Mill Fitter A	Sugar Engineering	4	ITI - Fitter	8 Yrs. relevant experience in Mill House in Sugar Industry	1.58 - 1.80
25	Boiling House Fitter A	Sugar Engineering	2	ITI - Fitter	8 Yrs. relevant experience in Boiling House in Sugar Industry	1.58 - 1.80
26	Electrician A	Sugar Engineering	3	ITI - Electrician	8 Yrs. relevant experience in Sugar Industry	1.58 - 1.80
27	Instrument Mechanic (common/ Central for all	Sugar Engineering	5	ITI - Instrumentation or Electronic & Communication	5 Yrs. relevant experience in Sugar Industry	1.58 - 1.80
28	Welder	Sugar Engineering	1	ITI - Welder	8 Yrs. relevant experience	1.58 - 1.80
29	Rigger	Sugar Engineering	3	Matric	2 Yrs. experience in relevant field	1.44 - 1.80
30	HT Line Man	Sugar Engineering	2	ITI - Electrician with valid HT license holder	7 Yrs. relevant experience in Co-gen Plant	1.58 - 1.80
31	Pan Incharge	Sugar Production	5	Matric and SBCC	10 Yrs. experience in relevant field	2.00 - 4.00

SEASONAL

32	Welder	Sugar Engineering	4	ITI - Welder	8 Yrs. relevant experience	1.58 - 1.80
33	Lime Preparation Attendant	Sugar Production	3	Matric	4 Yrs. relevant experience in Sugar Industry	1.44 - 1.80
34	Sulphur Burner Attendant	Sugar Production	3	Matric	4 Yrs. relevant experience in Sugar Industry	1.44 - 1.80
35	Juice/ Syrup Sulphiter Attendant	Sugar Production	6	Matric	4 Yrs. relevant experience in Sugar Industry	1.44 - 1.80
36	Juice Heater Attendant	Sugar Production	3	Matric	4 Yrs. relevant experience in Sugar Industry	1.44 - 1.80
37	Clarifier Attendant	Sugar Production	4	Matric	4 Yrs. relevant experience in Sugar Industry	1.44 - 1.80
38	Pan Man	Sugar Production	9	Matric and SBCC	7 Yrs. experience in relevant field	1.80 - 2.40
39	Assistant Pan Man	Sugar Production	5	Matric and SBCC	4 Yrs. in relevant field	1.58 - 1.80

3rd Oct 2017

8:00 am
to
2:00 pm



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SEASONAL

40	Mill Fitter B	Sugar Engineering	2	ITI - Fitter	5 Yrs. experience in Sugar Industry, out of which 3 years as Mill Fitter	1.58 - 1.80	4th Oct 2017 8:00 am To 2:00 pm
41	Electrician B	Sugar Engineering	2	ITI - Electrician	3 Yrs. relevant experience in Sugar Industry	1.58 - 1.80	
42	Cane Unloader Operator	Sugar Engineering	6	Matric	5 Yrs. experience as Cane Unloader Operator-Hydraulic type	1.58 - 1.80	
43	Pump man-Boiling House	Sugar Engineering	1	Matric	2 Yrs. relevant experience in respective field	1.44 - 1.80	
44	Rigger	Sugar Engineering	3	Matric	2 Yrs. relevant experience in respective field	1.44 - 1.80	
45	Turner / Machinist	Sugar Engineering	2	Matric with ITI (Turner / Machinist)	5 Yrs relevant experience in respective field	1.58 - 1.80	
46	DCS Operator Mill/ Diffuser / BH	Sugar Engineering	6	H. Sc. (10+2), Preference to Computer Diploma / Diploma in Engg.	5 Yrs. experience as DCS Operator in mill / diffuser / BH, for Engineering (Degree / Diploma) candidates, experience can be relaxed suitably	2.00 - 3.00	
47	Vacuum Filter Attendant	Sugar Production	4	Matric	4 Yrs. relevant experience in Sugar Industry	1.44 - 1.80	
48	Evaporator Operator A	Sugar Production	8	Matric	5 Yrs. experience in relevant field	1.80 - 3.00	
49	Evaporator Operator B	Sugar Production	4	Matric	4 Yrs. experience in relevant field	1.58 - 1.80	
50	Crystallizer Attendant	Sugar Production	5	Matric	2 Yrs. experience in relevant field	1.44 - 1.80	
51	Centrifugal Machine Operator	Sugar Production	13	Matric	5 Yrs. experience in relevant field	1.44 - 1.80	



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52	DCS Operator-Turbine	Co-gen	6	H. Sc. (10+2), Preference to Computer Diploma / Diploma in Engg.	5 Yrs. experience as DCS Operator in Turbine, for Engineering (Degree / Diploma) candidates, experience can be relaxed suitably	2.00 - 3.00
53	DCS Operator - Boiler	Co-gen	3	H. Sc. (10+2), Preference to Computer Diploma / Diploma in Engg.	5 Yrs. experience in DCS Boiler of 10 MW capacity, for Engineering (Degree / Diploma) candidates, experience can be relaxed suitably	2.00 - 3.00
54	Boiler Attendant (1st class)	Co-gen	4	SSC or equiv. with 1st Class Boiler Attendant certification	7 Yrs. experience in Sugar Industry out of which 5 Yrs. as 1st class Boiler Attendant of not less than 67 kg pcs boiler pressure.	2.00 - 3.00
55	Boiler Attendant (2nd class)	Co-gen	4	H. Sc. with 2nd Class Boiler Attendant certification	5 Yrs. experience in high pressure Boiler	1.50 - 2.00
56	Turbine Operator - Field	Co-gen	2	SSC or equiv. with ITI (Fitter/Electrician)	7 Yrs. experience in Sugar Industry out of which 5 Yrs. as Turbine Operator on condensing turbine (min 10 MW capacity).	2.00 - 3.00
57	Fitter	Co-gen	4	ITI - Fitter	5 Yrs. relevant experience in Co-gen Plant	1.58 - 1.80
58	IBR Welder	Co-gen	2	ITI - Welder	10 Yrs. relevant exp. in high pressure Co-gen Plant	1.58 - 1.80
59	WTP Chemist / Lab Chemist	Co-gen	1	B.Sc. (Chemistry)	5 Yrs. experience for running of RO and DM Plant with Knowledge of Boiler water & fuel	1.58 - 1.80
60	Operator - Distillation	Ethanol	4	Matric	4 Yrs. relevant Experience in Distillery	1.58 - 1.80
61	WTP Operator	Ethanol	1	Matric	4 Yrs. relevant experience in Sugar Industry	1.58 - 1.80
62	Fitter	Ethanol	1	ITI - Fitter	6 Yrs. experience in relevant field	1.58 - 1.80

5th Oct 2017
8:00 am
to
2:00 pm

SEASONAL

63	Magma/Melter Attendant	Sugar Production	8	Matric	2 Yrs. experience in relevant field	1.44 - 1.80
64	Lab Chemist	Sugar Production	7	B.Sc.(Chemistry)	4 Yrs. experience in relevant field	1.85 - 2.20
65	ETP Operator	Sugar Production	3	Matric	2 Yrs. experience in relevant field	1.44 - 1.80
66	Hopper / Grader Attendant	Sugar Production	3	Matric	2 Yrs. experience in relevant field	1.44 - 1.80
67	DM Plant Operator	Co-gen	5	ITI Mechanical or Electrical	3 Yrs. experience as DM Plant Operator	1.44 - 1.80
68	Biogas Plant Attendant / Helper	Ethanol	2	Matric	2 Yrs. experience in relevant field	1.44 - 1.80
69	Spent Wash Evaporator Operator	Ethanol	2	Matric	4 Yrs. experience in Distillery	1.58 - 1.80
70	Fitter	Ethanol	2	ITI - Fitter	6 Yrs. relevant experience in Industry	1.58 - 1.80
71	Driver for JCB / Aero tiller / Tractor/ Ambulance	Ethanol	1	Matric with valid HMV license	2 Yrs. experience in driving JCB / Aero Tiller	1.58 - 1.80
72	Welder	Ethanol	1	ITI - Welder	8 Yrs. relevant experience in Industry	1.58 - 1.80
73	WH cum Excise Office Attendant	Ethanol	1	Matric	4 Yrs. relevant experience	1.44 - 1.80



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NON - MANAGEMENT

NON - MANAGEMENT							6th Oct 2017 8:00 am to 2:00 pm
74	Cane Clerk	Cane	2	Graduate with one Year diploma in Computer Application. Preference to proficiency in Hindi & English typing on Computer	2 Yrs. experience in Sugar Industry	1.58 -1.80	
75	Kamdar	Cane	3	Matric	2 Yrs. experience in relevant field	1.44 - 1.80	
76	Godown Clerk	Cane	1	Graduate with one Year diploma in Computer Application. Preference to proficiency in Hindi & English typing on Computer	2 Yrs. experience in Sugar Industry	1.58 -1.80	
SEASONAL							
77	W / B Fitter	Cane	1	Matric Preferred ITI	2 Yrs. experience as Weigh Bridge Operator/helper/fitter. Added advantage for experience in Sugar Industry	1.58 - 1.80	

Sr. No.	Category	Sr. No. as per Advertisement	Scheduled Date	Venue
1	Management	Sr. No. 1 to Sr. No. 8	25th Sep 2017	HPCL Biofuels Limited House No-271, Road No. 3E, New Patliputra Colony, Patna, Bihar-800013 Ph - 0612-2260185, 2260069
2	Management	Sr. No. 9 to Sr. No. 16	26th Sep 2017	
3	Management	Sr. No. 17 to Sr. No. 23	27th Sep 2017	
5	Non-Management & Seasonal	Sr. No. 24 to Sr. No. 39	03rd Oct 2017	
6	Seasonal	Sr. No. 40 to Sr. No. 51	04th Oct 2017	
7	Non-Management & Seasonal	Sr. No. 52 to Sr. No. 73	05th Oct 2017	
8	Non-Management & Seasonal	Sr. No. 74 to Sr. No. 77	06th Oct 2017	

Eligibility Criterion, General Information and Instructions:

1. Only Indian Nationals are eligible to apply.
2. All qualifications must be from UGC recognized University / Deemed University or Approved Autonomous Institution (wherever applicable). The courses offered by Autonomous Institution should be equivalent to the relevant course approved / recognized by Association of Indian Universities (AIU).
3. The cut-off date for determining age limit and post qualification experience will be September 1st, 2017.
4. Minimum Age - 18 years on September 1st, 2017. Maximum Age - For Management - 57 Years, Non-Management & Seasonal - 55 Years.
5. All experience should be in relevant field.
6. For all the above vacancies, CTC will be negotiable. CTC includes Leave entitlement, monetary value and other perquisites and statutory contribution / payments, if any. Once CTC is negotiated, all perquisites, direct and indirect benefits, proportionate value of all facilities, welfare item, notional rent of housing accommodation, statutory payment etc. will all be included within CTC.



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7. No formal accommodation is available with HBL. However, some temporary stay arrangement may be provided for single occupancy on chargeable basis depending on the criticality of the positions and at the sole discretion of HBL.

8. The terms of engagement for all fixed term appointees will be different from regular employees of HPCL Biofuels Limited.

9. HOW TO APPLY

(i) CANDIDATES WILL BE REQUIRED TO HAND CARRY THEIR APPLICATION AND NEGOTIATION FORM AS PER ANNEXURES ALONGWITH SELF-ATTESTED PHOTOCOPIES AND ORIGINALS OF ALL RELEVANT DOCUMENTS / CERTIFICATES / TESTIMONIALS FOR WALK IN INTERVIEW.

(ii) A candidate can appear for one post only. Candidates appearing for more than one i.e. same or different post will not be considered.

(iii) A recent passport size photograph should be firmly pasted on the application and should be signed across by the candidate. Without photograph and signature across it, the application will be liable to be rejected. Three copies of the same photo should be retained for use at the time of interview. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of interview, will lead to disqualification.

(iv) Before applying for the post, candidates should ensure that he / she fulfils the eligibility and other criteria mentioned in this advertisement. HPCL BIOFUELS LIMITED being the Appointing Authority would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied.

(v) Candidates will be required to enclose copies of the following testimonials / documents along with their application:

a) All Certificates / Testimonials in respect of qualifications (all semester / year wise Mark sheet & Degree certificate starting from matriculation onwards).

b) Document in support of Date of Birth proof.

c) Experience certificates / Documents issued by the Employer in support of experience details mentioned by you in the Application Form and proof of last drawn salary, either Salary Slip or Form 16.

d) NOC / Forwarding Letter from the employer in case you are employed in a Central / State Government / PSU / Semi Government organization.

10. SELECTION:

The eligible candidates fulfilling all the required criteria will be interviewed. Final Shortlisting of candidates for appointment is subject to Medical Fitness. Reference for medical examination in NO WAY constitutes an offer of employment. It may also be noted that the Final selection / offer of employment will be based on the candidates score in personal interview and Negotiation of CTC subject to Medical Fitness and also fulfilment of other eligibility criteria with respect to Academic Qualification, Age, Caste, NOC, Relieving Letter etc. as may be applicable.

11. The prescribed qualification / experience is the minimum and mere possession of the same does not entitle a candidate for final selection. HPCL BIOFUELS LIMITED's decision shall be final in this regard.

12. Only those candidates who are found apparently eligible based on the details given in the application form will be allowed for the personal interview.

13. Category (SC/ST/OBC-NC) once mentioned in the application form will not be changed and no benefit of other category will be admissible later on.



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14. The OBC candidates who belong to "CREAMY LAYER" are not entitled for OBC concession.
15. Candidates from SC/ST/OBC-NC category should produce their caste certificate issued by Competent Authority in the prescribed format as per the guidelines of Government of India in support of their claim. In case, the candidate fails to produce the certificate issued by Competent Authority, his / her candidature will not be considered.
16. Candidates employed in Govt. Department / PSU / Autonomous bodies shall produce NOC from their present employer at the time of Interview. In case, the application of the candidate is not forwarded through proper channel or the candidate fails to produce NOC from his present employer at the time of interview, his / her candidature will not be considered.
17. Candidature of the candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
18. HPCL BIOFUELS LIMITED reserves the right to raise / relax the minimum eligibility standards and / or relax age, experience criteria in otherwise suitable cases. The Management reserves the right to fill or not to fill all or any of the above positions, without assigning any reason whatsoever.
19. Any canvassing directly or indirectly by the applicant will disqualify his / her candidature. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Patna Court only.
20. In case any dispute arises on account of interpretation in versions other than English, English version will prevail.
21. Conveyance expenses will **NOT BE REIMBURSED**.
22. Candidate has to make his own accommodation arrangement in case interview extends for the next day.
23. The candidates should write their correct phone number and email address neatly. Please note that all communication will be given through email addresses / cell phone / landline only.
24. All the positions / postings for the selected candidates will be either at Lauriya or Sugauli only and the same will be at the discretion of the HPCL BIOFUELS LIMITED.
25. The above vacancies are indicative. HPCL Biofuels Limited reserves the right for addition / deletion / increasing or decreasing of vacancies purely on need basis at any point of time during recruitment process.
26. Engagement will liable to be terminated at any point of time if in the opinion of HBL performance of incumbent is not satisfactory.
27. Engagement is also liable to be terminated by one month written notice on either side or one month's CTC in lieu of notice period.
28. Detailed terms and conditions will be as per letter of Contract.
29. It shall be clearly noted this advertisement is for hiring manpower on temporary and purely on fixed terms Contract basis. This advertisement is not for employment on permanent / regular basis.



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APPLICATION FORM

Paste your recent passport size photograph and sign across

Post applied for Fixed Term employment - _____

Name in full (As per Matriculation certificate)	In English	First Name	Middle Name	Surname
	In Hindi	First Name	Middle Name	Surname
Mailing Address				
City, District				
Pin Code				
State				
Father's Name				
Email ID	(1)	(2)		
Contact No.	Mobile	Landline		
Nationality			Religion	
Category (Please Tick)	General (GEN)	Yes/No	Whether PWD -	Yes/No
	Scheduled Caste (SC)	Yes/No	Whether PWD -	Yes/No
	Scheduled Tribe (ST)	Yes/No	Whether PWD -	Yes/No
	Other Backward Class (Non-creamy Layer)	Yes/No	Whether PWD -	Yes/No
Date of Birth (DD/MM/YYYY)			Gender	Male / Female (Please Tick)

Educational Qualification

Course	Duration	% of marks	Month & year of passing	Full Name of the University / Institute

Experience

Name of the	Department	Position held	Duration of work	Brief details of jobs

*Please enclose a separate sheet if required for providing details of jobs handled

I hereby declare that the particulars furnished above are complete and correct to the best of my knowledge and belief. I understand that if at any stage, it is found that the information given in the application is false or incorrect or I do not satisfy the eligibility criteria, my candidature / appointment is liable to be cancelled.

Date:

Place:

Signature of the Applicant



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NEGOTIATION FORMAT

Employment on Fixed Term Basis

Name	
Post Applied for	
Date of Negotiation	
Date of Birth	
Current Organization	
Total Year of Experience	
CTC range (as per advertisement)	

Current CTC: -

(Please attach proof - Latest salary slip or Form-16)

If selected, earliest date of joining

Agreed upon CTC -
(To be filled at the time of Interview)

CTC includes Leave entitlement, monetary value and other perquisites and statutory contribution / payments, if any. Once CTC is negotiated, all perquisites, direct and indirect benefits, proportionate value of all facilities, welfare item, notional rent of housing accommodation, statutory payment etc. will all be included within CTC.

Candidate's Signature

Member -1

Member-2

Member-3