



# DURGAPUR CHEMICALS LIMITED

(A Government of West Bengal Enterprise)

P.O.-DURGAPUR-713 215, DIST.:BURDWAN

AN ISO:9001:2000 & 14001:2004 CERTIFIED COMPANY

The Company wants to fill up the following vacancies on the basis of advertisement published in Times of India, Ascent on 04.03.2015

Sl. No	Name of the Post	Maximum Age Limit	No. of vacancies	Qualification	Experience,	Duties & Responsibilities in brief
1.	Assistant Manager (Finance)	45 Years	One	Graduate with Chartered Accountant/Cost Accountant qualification	Minimum 8-10 years experience in Finance & Accounts	Overall experience in Finalization of Balance Sheet & Profit & Loss Account, preparing Cash flow & Fund flow statement, Cost statement, preparation of Budget, Audit, Banking & Finance, Taxation etc.
2.	Assistant Manager (Internal Audit)	45 years.	One	Graduate with Chartered Accountant/Cost Accountant qualification	Minimum 8-10 years experience in Internal audit of manufacturing Industry.	Additional responsibility for finalization of Accounts, to see the compliance of Statutory Audit, Cost Audit & Govt. Audit. Preparation of Annual Budget, monthly cost analysis etc.

3.	Assistant Manager (Budget & Cost)	45 years	One	Graduate with Chartered Accountant/Cost Accountant qualification	Minimum 8-10 years experience in Finance & Accounts, Budget & Cost in manufacturing Industry	Finalization of Balance Sheet & Profit & Loss Account, preparing Cash flow & Fund flow statement & Cost statement, Budget, Sales Tax & Excise
4.	Accounts Officer	40 Years	One	Graduate with Chartered Accountant/Cost Accountant qualification	Minimum 6-8 years experience in Accounts, Finance, Audit etc	Finalization of Balance Sheet & Profit & Loss Account, preparing Cash flow & Fund flow statement & Cost statement, Budget, Sales Tax & Excise
5.	Junior Officer (Accounts)	40 Years	One	Graduate with Chartered Accountant/Cost Accountant qualification	Minimum 4-5 years experience in Accounts, Finance, Audit etc	Finalization of Balance Sheet & Profit & Loss Account, preparing Cash flow & Fund flow statement & Cost statement, Budget,
6.	Assistant Engineer (Chemical)	45 years	Two	BE//BTech in Chemical Engineering from reputed Engineering Institute.	Minimum 5 Years in operation of Chemical Industry specially Chloro-Alkali Industries. Working in Membrane Cell Plant & DCS is desirable	Operation of Caustic plant in shift To report HOD of Chloro Caustic Plant.
7.	Chargeman (Process)/ Trainee (Charge man)	40 Years	One	Higher Secondary (Science). Diploma in Chemical Engg is preferred	Minimum 3 years experience in chemical industry.	Plant operation  No experience is required for Trainee (Chargeman)
8.	Trainee (Accounts)	30 years	Two	Graduate with Chartered / Cost Intermediate qualification	1-2 Years experience in industry or Audit firm is preferred	

1. Knowledge of Computer/ERP (Wherever required) is desirable
2. Relaxation in age and experience may be considered for extremely deserving Candidates. Separate application to be sent for each post. The application is liable to be rejected if found unsuitable and not fulfilling the requisite qualification & experience
3. Internal candidates having specified qualification and experience may apply through proper channel/ Departmental Head/In - Charge only for immediate higher grade/post. Relaxation of age & experience will be considered for internal candidates
4. Those who have applied against earlier Advertisement published on 14.01.2015 or earlier for the said posts need not apply further
5. All posts are located at Durgapur Works

#### **GENERAL TERMS & CONDITIONS**

6. All qualifications must be full time regular course from Govt. recognized University/ College/Institutes

#### **Reservation for SC/ST/OBC Candidates**

7. Reservation in recruitment of SC/ST/OBC categories shall be applicable as per Government guidelines. If suitable candidates of SC/ST/OBC are not available, the post shall be filled up from General Candidates. Candidates belonging to any particular category such as SC/ST/OBC should submit the copy of SC/ST/OBC certificate along with the Application Form.

8. While applying for any post, the applicants should fulfill the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case, it is detected at any stage of recruitment that the candidates does not fulfill the eligibility norms and /or that he /she has furnished any incorrect /false information or has suppressed material facts, his /her candidature will stand automatically cancelled. If any of the above shortcoming(s) is/are detected after appointment, his / her services are liable to be terminated without any notice

9. Self attested copies of relevant documents relating to age, qualifications, experience, caste certificate etc. must be accompanied with the application forms

### APPROVED PAY SCALES FOR THE FOLLOWING POSTS

Sr. No.	Name of the Posts (1)	Revised Pay Band (Rs.) (2)	Grade Pay (Rs.) (3)	Entry/Minimum Band Pay (Rs.) (4)	Entry minimum Band Pay + Grade Pay + DA presently @ 65 % (Rs.) (5)
1.	Assistant Manager (Finance)	9000 - 40500	6600/-	18600/-	41580
2.	Assistant Manager (Internal Audit)	9000 - 40500	6600/-	18600/-	41580
3.	Assistant Manager (Budget & Cost)	9000 - 40500	6600/-	18600/-	41580
4.	Accounts Officer	9000- 40500	5400/-	15600/-	34650
5.	Assistant Engineer (Chemical)	9000 -40500	5400/-	15600/-	34650
6.	Junior Officer (Accounts)	9000 - 40500	4400/-	9000/-	22110
7.	Chargeman (Process)	7100-37600	3900/-	8370/-	20245
8.	Trainee (Chargeman)  Trainee (Chargeman)				Rs.10000/- Consolidated  Rs.10000/- Consolidated

The pay includes Band Pay + Grade Pay + DA @ 65 % at present, subject to revision as per order of Government of West Bengal. The Band & Grade Pay as mentioned in column no. 5 of Pay Scale schedule shall be applicable for new appointment.

(ii) HRA and other benefits are applicable as per rule of the company

(iii) For the posts located at Durgapur, it is desired to stay in Company's unfurnished residential accommodation at DCL Township subject to availability of quarter as per the grade. In such case, no HRA shall be paid. Nominal rent and actual Electricity charges shall be deducted from the Salary as per rules of the company

(iv) The candidates called for interview should be communicated by letter/mail for attending the Interview. No TA & DA shall be paid to the candidates for attending the interview.

The company is looking Dynamic and Target oriented person who can contribute in the above positions with best of their ability.

### **How to apply**

Candidates may apply with detail particulars, qualification, experience in chronological manner with contact no. along with two copies of pass port size photographs self attested addressed to "The Personnel Manager", Durgapur Chemicals Ltd., A Govt. of West Bengal Enterprise, Durgapur- 713215, Dist – Burdwan", in closed envelop. The photocopy of educational qualifications and experience certificates should be attached with the application.

**Application may also be sent through e-mail at [jobsatdcl@gmail.com](mailto:jobsatdcl@gmail.com). No application shall be accepted after the closing date 31<sup>st</sup> March 2015**

Date: 04.03.2015

Vineet Kumar Saxena  
(Personnel Manager)