

(A GOVT. OF INDIA ENTERPRISE)

Registered and Corporate Office: Kolkata

**EMPLOYMENT NOTIFICATION No. 2/2020**

MSTC Limited is a Mini Ratna Category-I PSU under the administrative control of the Ministry of Steel, Government of India. Our Company is engaged in providing e-commerce related services across diversified industry segment offering e-auction/e-sale, e-procurement services and development of customized software/solutions, offering comprehensive range of services in e-procurement segment. We have emerged as a pioneer in the e-auction segment catering to the Government sector, partnering with different Government agencies and ministries in conducting e-Auctions. The Company is looking for experienced Indian nationals for recruitment in the following posts. The details of the vacancies are as under:

POST/SCALE CODE	SCALE OF PAY	VACANCY	AGE LIMIT <small>*see Note (i) below</small>	MINIMUM QUALIFICATION	DESIRABLE	EXPERIENCE** See note (i) below
DEPUTY GENERAL MANAGER (DGM) – LAW [E-6]	Rs.1,20,000-3%-2,80,000/- (Min. gross emoluments Rs. 2,13,000/- per month approx.)	1(ONE)-reserved for OBC(NCL)	Below 45 years (relaxed by 3 years for OBC) <sup>(ii)&amp;(iii)</sup>	Masters Degree in Law from a recognized University/ Institution	(i)PG Degree in Management/ International Trade/ Materials Management/ any other relevant specialization (ii) Knowledge of • Import-Export • Trading • e-Commerce	16 years experience in the field of Law* of which at least 6 years should be in middle management position in Govt. Organization/ Public Sector Undertaking or private concern of repute. *16 years of working/ practicing experience in the field of law also would suffice.
SENIOR MANAGER (SM)-LAW [E-4]	Rs.90,000-3%-2,40,000/- (Min. gross emoluments Rs. 1,59,000/- per month approx.)	1(ONE)-Unreserved	Below 45 years <sup>(ii)&amp;(iii)</sup>	Masters Degree in Law from a recognized University/ Institution	(i)PG Degree in Management/ International Trade/ Materials Management/ any other relevant specialization (ii) Knowledge of • Import-Export • Trading • e-Commerce	11 years experience in the field of Law* of which at least 5 years should be in a supervisory capacity in Govt. Organization/ Public Sector Undertaking or private concern of repute. * 11 years of working/ practicing experience also would suffice.
DEPUTY MANAGER (DM)- LAW [E-2]	E-2: Rs 60,000-3%-2,20,000/- (Min. gross emoluments Rs. 1,06,000/- per month approx.)	1(ONE)-Unreserved	Below 32 years <sup>(ii)&amp;(iii)</sup>	Degree in Law from a recognized University/ Institution	(i)P.G. Degree/ Diploma in Management/ International Trade/ Materials Management/ any other relevant specialization. (ii)Knowledge of e-Commerce	5 years (4 yrs for PG/MBA/Degree in Engg.) experience in the field of Law* of which at least 2 yr should be in a supervisory capacity in Govt. Organization/ Public Sector Undertaking or private concern of repute. * Alternatively, practicing experience of 6 years

Compensation: In addition to Basic Pay and DA (IDA pattern), Leased accommodation in lieu of HRA is admissible, Performance Related Pay (PRP) and various other benefits like Gratuity, medical facilities for self and family, leave/ leave encashment, Pension, etc. is payable as per Company's rules. \*\*Candidates having experience in supervisory capacity in companies shall be preferred.

The pay scale immediate lower to the post advertised and operated in MSTC Ltd. along with the selection procedure, place of posting shall be as per the table below:

FOR THE POST OF	NEXT BELOW PAY SCALE FOR THE POST & GRADE OF MSTC		Selection Procedure (subject to fulfillment of eligibility criteria)	Initial Place of Posting#
	AS PER IDA – 2017	AS PER IDA – 2007		
DGM [E-6]	E-5: Rs.1,00,000-3%-2,60,000/-	E-5: Rs. 43,200-3%-66,000/-	Interview only	Registered office: Kolkata
SM[E-4]	E-3:Rs.80,000-3%-2,20,000/-	E-3:Rs. 32,900-3%-58,000/-		
DM[E-2]	E-1: Rs 50,000-3%-	E-1: Rs 20,600-3%-46,500/-		

	1,60,000/-			
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# The posts are located in Kolkata, however, selected candidates can be posted/ transferred anywhere in India in future as per the requirement of the Company. The names of shortlisted candidates for Interview shall be displayed on the corporate website. Selected candidates shall be on probation for 1(one) year.

**NOTE:**

- (i) Age and all other eligibility criteria shall be reckoned as on 30.09.2020. The post of DGM (Law) is reserved for OBC (NCL) and relaxation of Age is applicable for the OBC (NCL) category as per Government of India guidelines.
- (ii) There is no reservation for Persons with Disabilities (PWD); however, all the above posts are identified for PWD and age shall be relaxed as per Government of India (GOI) guidelines.
- (iii) All the posts are identified for Ex-servicemen & commissioned officers as per government of India directives.
- (iv) Teaching experience shall not be counted as work experience for the above posts.
- (v) The degree offered by Institutions/ Universities should be approved/ recognized by the necessary statutory bodies for employment to posts and services under the Central Government like Association of Indian Universities (AIU)/UGC/AICTE etc. Wherever CGPA/ OGPA/ CPI/ DGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the application. Calculation of percentage of marks in the qualifying degree shall be as per university/ institution rules. Please obtain a certificate to this effect from the Univ. / Instt, for submission at the time of interview. If university/Institute does not have the provision for conversion CGPA/ OGPA/ CPI/ DGPA or letter grade into percentage then the equivalence will be established by dividing the candidate's relative grade with maximum possible corresponding scale and multiplying the result with 100.
- (vi) Final acceptance of the candidature is subject to subsequent verification of certificates, testimonials, medical fitness etc.
- (vii) Management reserves the right to cancel/ restrict/enlarge/modify/alter the vacancy/recruitment/selection process, if need arises, without issuing any further notice or assigning any reason thereof.
- (viii) **ELIGIBILITY:**
  - (a) Departmental candidates will be eligible to apply against the above posts provided they have the given qualifications and experience and hold regular post in the next below scale at least for one year. The age shall be, however, relaxed for such departmental candidates as per the rules of the Company.
  - (b) External candidates shall be eligible to apply provided they have held regular post in the next below scale/ equivalent pay for at least two years.
- (ix) Reservation of posts: Candidates belonging to SC/ST/OBC, will have to submit caste certificate at the time of verification, ONLY in the prescribed proforma meant for appointment to posts under the government of India from the designated authority indicating clearly the candidates caste, the Act/Order under which the caste is recognized as SC/ST/OBC and the Village/Town the candidates is ordinarily a resident of.
- (x) Shortlisted candidates shall be required to appear for the Interview on the date, time and venue, which will be mentioned in the call letter. Reimbursement of Second Class A/c rail fair by the shortest route shall be given to all outstation candidates for appearing in Interview wherever distance travelled is more than 80 KMs each way.
- (xi) Persons working in Govt. /PSU should apply through proper channel or submit NOC at the time of interview.
- (xii) The candidates should have valid email ID & mobile no. which should be kept active till the declaration of result for receiving important notifications issued by the company.
- (xiii) [TA Form](#) (For appearing in interview, if applicable) may be downloaded from Here.
- (xiv) Management reserves the right to reject or accept any application and its decision in this matter will be final.
- (xv) Candidates are advised to check the website regularly for any updated information.

**HOW TO APPLY:**

Applications from interested candidates for the above posts will be accepted only through the online mode and no other application submitted through other modes will be accepted or entertained. The candidates should have valid email ID & mobile no. which should be kept active till the declaration of result for receiving important notifications issued by the company.

**Application Fee:** Candidates applying for the above posts are required to pay a non- refundable application fee of Rs 500/-(Five Hundred Only) plus Bank Charges as applicable are required to be paid at the time of submission of online application form. Application fee once paid will not be refunded under any circumstances. **SC/ST/PWD/ others, if any, as per GOI guidelines, are not required to pay any application fee.**

**Last Date:** Last date for application will be 21 days from the date of publication of this advertisement in Employment News/ Rozgar Samachar dated 21.11.2020.

To apply for any of the above posts [click here](#) (w.e.f. 21.11.2020)

**Disclaimer:** Candidates should refer to our website only for any changes/ modification/ addendum/ information. In case of any technical problem/ clarification, please send e-Mail to [mstcrecruitment@mstcindia.co.in](mailto:mstcrecruitment@mstcindia.co.in). Candidates must Visit the website for any further amendments/ updates.