

ANDREW YULE & COMPANY LIMITED  
(A Government of India Enterprise)  
8, Dr. Rajendra Prasad Sarani, Kolkata-700 001  
**CIN – L63090WB1919GOI003229**  
**[Recruitment Advertisement No. 2024/06]**

Andrew Yule & Company Limited (AYCL) is engaged in the manufacture, sales and servicing of various industrial products like Transformers, Industrial Fans, Air Pollution Control Equipment, and various other electrical equipment. The company also has fifteen tea gardens under its control. AYCL became a Government of India Enterprise in 1979. The Company today is a multi-product, multi-unit Company having three Operating Divisions namely, Engineering, Electrical and Tea Division and one service Division viz. General Division. Each of the Divisions work as a separate Profit Centre. AYCL is a Schedule 'B' CPSE in Medium and Light Engineering sector (together with Tea producing and manufacturing business) under the administrative control of Department of Heavy Industry. It's Registered and Corporate Office is in Kolkata, West Bengal.

Applications are hereby invited from experienced eligible officers working in Central Government Ministries/Departments, Autonomous Bodies, Public Sector Undertakings, State Government Departments and State Government Undertakings on deputation or immediate absorption basis. The initial period of deputation shall be three (03) years, from the date of joining which may be extended for a further period of two years or up to the date of superannuation or until further orders, whichever is earlier with the approval of the Competent Authority. Candidates working in Private Company can also apply for direct recruitment subject to fulfilment of eligibility criteria. The details of the respective position is given below. Candidates having requisite qualification and experience as indicated below may apply:

Name of Post	General Manager (Engineering) in Grade E-7 [One position] only
Eligibility Criteria	<p><b>For the post of General Manager (Engineering) (E-7):</b></p> <p>Candidate should be having Bachelor Degree in Mechanical/Production /Manufacturing /Electrical Engineering, Preference will be given to candidate having Post Graduate Degree or Diploma in Management. The candidate should have at least 18 years of post-qualification experience out of which minimum 3 years' experience should be as Unit Head in a manufacturing set-up in an organization of repute. The candidates having work experience in Industrial Fan and Blowers manufacturing operations will be preferred. In case the incumbent is from CPSE or State PSU, the experience should be in the position of Dy. General Manager and above.</p> <p>Candidates working in the private sector should have a Bachelors Degree in Mechanical/Production /Manufacturing /Electrical Engineering, Preference will be given to candidates having Post Graduate Degree or Diploma in Management. The respective candidate should have at least 18 years of post-qualification experience out of which minimum 3 years' experience in a Senior Managerial position functioning as unit head and the turnover of the Company should be more than Rs. 200 cr.</p> <p>Officers under the Central Govt./State Governments, Public Sector Undertakings and other Govt. Bodies holding analogous post on regular service in the pay scale under IDA pattern (₹ 100000 – 260000/-) level or pay level Matrix 13 (123100-215900) as per CDA pattern or equivalent in the parent cadre or department or minimum 2 years in the pay scale under IDA pattern (₹ 90000 – 240000/-) level or pay level Matrix 12 (78800-209200) as per CDA pattern or equivalent in the parent cadre or department.</p> <p>In case any officer from CPSE who meets the above mentioned experience and qualification criteria wishes to apply on 'Deputation' basis the period of deputation will be for minimum 3 years with a mutual option which can be extended for another (02) two years, with the approval of the Competent Authority. He/ she will have to apply through proper channel along with the deputation rules of the</p>

	concerned CPSE. In any other case candidate from central/state PSE shall have to either apply through proper channel or shall have to produce NOC at the time of interview.
Level & Pay-scale / Remuneration	<p>For Permanent recruitment in E-7 (Pay Scale- Rs. 100000-260000)  Apart from Basic Pay, the post carries Dearness Allowance (IDA pattern), House Rent Allowance (Pre-revised Scale), (which would amount to Rs. 12960 i.e. 30% of the starting point of pre revised basic) Medical reimbursement, Leave Travel Concession, Conveyance and food allowance in accordance with the policy of the Company, encashment of Privilege Leave. Coverage in terms of Contributory Provident Fund, Gratuity will be as per rule.</p> <p>For Deputation:  Pay in the scale as mentioned above plus Dearness Allowance (IDA pattern), House Rent Allowance (Pre-revised Scale) which would be Rs. 12960 per month considering initial pay point of pre revised basic. Deputation allowance will be paid in line with DOPT guidelines issued from time to time. Facilities like reimbursement of expenditure for local travel for official purposes, TA/DA etc. for journey on duty during the period of deputation, reimbursement of communication/Mobile expenses, any other perks, facilities and welfare schemes attached to the post during deputation period shall be as per the rules of AYCL.  Other Entitlements like Joining Time, Transfer TA, etc.  Joining time and joining time pay and transfer TA to be borne by AYCL as per the rules of parent organization after consultation, both on joining the post and on repatriation to parent organization.</p>
Place of Posting and Location	Engineering Division of the Company, Kalyani, West Bengal
Number of Post	01 (one)
Terms of appointment	Direct recruitment/ Deputation.
Age Limit	For the post of General Manager – Upto 55 years Age relaxation applicable for SC, ST, OBC, PWD and ex-servicemen as per Government Rule.
Brief job description	<p>The brief job description includes:</p> <ul style="list-style-type: none"> <li>(i) The selected candidate will be responsible for meeting the ambitious growth plan of Engineering Division of AYCL and he will be responsible and accountable for business generation, exploring new areas of business, timely execution of business and profitability of Engineering Division.</li> <li>(ii) He will be heading the operation of industrial fan manufacturing and will also be responsible for accomplishment of production targets, order booking to invoicing, collection of payment, after-sales service etc.</li> <li>(iii) He will be required to serve as a facilitator for all departmental functions and the Works. Strict cost control, waste minimization, quality, productivity and profitability will be the focus areas for the candidate with proven leadership in the area of capacity building.</li> <li>(iv) The candidate should have the ability of heading the Engineering Division as a profit center independently and to set the vision and mission for the Division in terms of productivity and growth;</li> <li>(v) He/she should be well conversant with application engineering related to Industrial Fans.</li> <li>(vi) The candidate must be computer savvy and be able to steer proper MIS generation, activity chart, dispatch plan generation etc.</li> <li>(vii) Strategic planning for implementation of Customer Relationship Management (CRM) in regard to retention and addition of customers.</li> <li>(viii) To devise strategy for competitive bench-marking in Operations, Quality Management system and marketing on industry principle / norms;</li> <li>(ix) To identify new export opportunities in tune with the global trend;</li> </ul>

	<p>(x) Plan for technology absorption and R&amp;D initiatives to facilitate growth and expansion;</p> <p>(xi) Human Resource maintenance at different layers starting from Officers, Staff and down the line;</p> <p><b><u>Competencies:</u></b></p> <p>(i) Strong leadership and entrepreneurial skills</p> <p>(ii) Excellent understanding of business financials to drive the business in a profitable manner.</p> <p>(iii) Conceptual clarity to translate vision into reality and deliver result.</p> <p>(iv) Excellent communication and people management skills.</p> <p>(v) Mature, self-motivated and able to work independently under pressure.</p>
Period of Engagement for Deputation	The period of deputation shall be for a period of 03 (three) years from the date of joining which may be extended for a further period of two years or up to the date of superannuation or until further orders, whichever is earlier as decided by the Competent Authority.

Note: Decision to accept any or all work experience claimed by the Candidate in line with the above paras lies solely with AYCL.

Only those applicants holding the post in the requisite lower pay scale in substantive capacity i.e. other than time scale, in situ basis, etc. will be considered eligible. For those on deputation, grade/rank/pay scale in parent department will be the reference point for the purpose of immediate lower post experience. In case of experience in Government/ Autonomous bodies/ Public Sector Banks etc. where pay scales are different and not comparable/do not have parity with CDA/ IDA pay scales, the equivalent levels/ lower pay scale for determining eligibility to the post applied for, will be decided considering the different hierarchical levels in the executive/officer cadre, pay scales & emoluments, period of service in different grades and position of applicant in the hierarchy. The decision of AYCL Management shall be final and binding in this regard. Such candidates are required to provide all supporting relevant details in respect of their eligibility along with the application.

Note: (i) For Application Format please see ANNEXURE-I.

#### **How to Apply:**

- a. Eligible Candidates who are willing to apply may submit their application(s) in the prescribed Format stipulated at Annexure "I" along with all credentials to Dy. General Manager (P&A), Andrew Yule & Company Limited, 8, Dr. Rajendra Prasad Sarani, Kolkata – 700040.
- b. List of Self-Attested Photocopies of documents to be provided with the application form are given below: -
  - i. Educational/ Professional Certificates (Class X, XII, B. Tech. MBA etc.)
  - ii. Experience Certificates or Appointment & Relieving letters of all previous employers.
  - iii. Caste Certificate [in case of SC/ST and OBC (NCL)]
  - iv. Copy of last drawn Salary, etc.
  - v. Copy of Latest updated CV detailing the work performed.
- c. These additional documents are required for applicant working in Central Govt./State Governments, Public Sector Undertakings and other Govt. Bodies etc.
  - i. No Objection Certificate from the parent company for consideration of application of the applicant to the post applied for.
  - ii. Vigilance Clearance, Integrity Certificate and details of penalties imposed, if any, during the last 10 years on the Officer. This should be duly certified by the Authorized Officer i.e. Head of Office /HoD.
  - iii. Certified copies of last 5 years ACR/APARS by Head of Department.
- d. Applications received after the due date, incomplete applications, applications not made in prescribed format and applications without enclosures of requisite documents as mentioned above shall be summarily rejected.

- e. The last date for receipt of hardcopy of the **applications is within 45 days** of the publication of advertisement in Employment News. Age, Experience, Eligibility criteria etc. shall be reckoned as on the date of publishing of advertisement.
- f. No other mode of submission of application is allowed.
- g. Before applying, a candidate must have a PAN /Aadhaar card, an active email ID and a mobile phone number which must remain valid for at-least a twelve-month period for future communication (including issue of call letters).
- h. Queries, if any, may be addressed to the following e-mail id- [pna@andrewyule.com](mailto:pna@andrewyule.com).
- i. AYCL shall not be responsible, if candidates fill up their details wrongly and consequently their application is rejected.
- j. Typed/Neatly written application dully filled-in should reach the Registered office, of Andrew Yule & Co. Ltd. Kolkata on or before the closing date of application.
- k. Envelope containing prescribed application form with its enclosure shall be superscribed with the name of the post, Cadre and Grade.

16. Applications liable for rejection shall be as under:

- Application/(s) without NOC and other relevant details or if the applications have not been forwarded through Proper Channel
- Applications not in prescribed format or without supporting documents substantiating age, qualification, Scale of pay, Experience etc. or sent through any other modes, viz., e-mail, fax etc.

17. General:

- a. AYCL will be responsible for the applicable payments, leave salary, gratuity etc., in case of any disability occurring to the deputationist during the period of deputation.
- b. The deputationist shall abide by day to day working conditions like closed holidays; casual leave; working hours; etc., as per rules/practice of the borrowing organization.
- c. The deputationist shall be repatriated to parent organisation immediately after expiry of deputation tenure or three months prior to his/her superannuation, whichever is earlier. In case the deputationist resignation/requests for pre-mature retirement, he/she shall be repatriated to parent organization immediately for processing of his/her request/terminal benefits, etc.
- d. In all matters relating to conditions of service, benefits, facilities and perquisites not covered by the above, it shall be governed by the existing rules, regulations and orders of AYCL.

### **Other Conditions:**

- (i) The candidate must be a citizen of India.
- (ii) The Terms & Conditions and pay / remuneration of the Officer(s) selected for appointment on deputation basis will be governed as per existing Rules of Government of India, as amended from time to time/AYCL policy.
- (iii) Candidates from other CPSE or Govt. department will be provided pay protection (Basic + DA)
- (iv) The candidates meeting the eligibility criteria need only apply. The candidates will be required to produce the original documents in support of qualification, experience and age at the time of interview.
- (v) The date of determining the upper age limit, qualification and experience shall be the date of publishing of advertisement.
- (vi) Reservation for SC/ST/OBC/minority/differently abled persons/EWS applies as per guidelines of the Union Government. Age relaxation will be as per Government norms for said category of candidates.

- (vii) Candidate will not be provided TA/DA for attending the interview.
- (viii) The Company reserves the right to shortlist the candidate based on parameters decided by the Company and no clarification in this regard will be entertained at any stage.
- (ix) The Company reserves the right to cancel the entire recruitment process at any time without assigning any reasons whatsoever.
- (x) No correspondence will be entertained with the candidates not selected for interview.
- (xi) Misrepresentation or falsification of facts detected at any stage of the selection process or instances of misconduct/misbehavior at any stage during selection shall result in cancellation of candidature without any notice and no correspondence in this regard shall be entertained.
- (xii) Applications that are incomplete, not in prescribed format, not legible, shall be summarily rejected without assigning any reason and no correspondence in this regard shall be entertained.
- (xiii) Company takes no responsibility to collect any certificate sent separately.
- (xiv) Candidates are advised to carefully read the full advertisement for details of eligibility criteria before submission of application. Multiple applications from the same person against a post are not permitted and such applications are liable to be rejected.
- (xv) A candidate can apply for only one position against the advertisement.
- (xvi) Mere submission of application and fulfilling the eligibility criteria gives no right to appear for interview and/or employment. The management reserves the right to short list the candidates for Interview. No correspondence shall be entertained about the outcome of the application.
- (xvii) Selection of candidates will be through interview/any other method as decided by the Management. Intimation regarding interview etc. will be send only through email.
- (xviii) Online/Offline interviews may be conducted.
- (xix) The company reserves the right to reject all or any of the applications received without assigning any reason thereof.
- (xx) Appointment shall be subject to Conduct Discipline & Appeal Rules of the Company.
- (xxi) The present place of posting shall be of the Kalyani Works situated at 16 A & B, Block 'D' Kalyani, Nadia, West Bengal – 741 235 of the Engineering Division of the Company. However, the Company reserves the right to post the selected candidate at any of its Offices/Divisions anywhere in India. Transfer is a service condition.
- (xxii) Any update, corrigendum/addendum etc. of this advertisement shall be posted at Company's website - [www.andrewyule.com](http://www.andrewyule.com) only. Hence candidates are requested to regularly check the website.
- (xxiii) A panel may be drawn from the recruitment process and it may be used to fill up vacancies arising subsequently if needed.
- (xxiv) Circumstances warranting, the incumbents may be selected at a grade one step below.
- (xxv) Experience and age relaxation and higher initial Basic may be considered for deserving candidates.
- (xxvi) The candidates working with Public Sector Enterprises should apply through "Proper Channel" along with certified copies of last 5 years APARs/ACRs. However, advance copy of application shall be considered. In case of difficulty in forwarding the application through "Proper Channel", Candidate has to attach a declaration that, if Shortlisted, No Objection Certificate (NOC) will be produced at the time of Interview
- (xxvii) AYCL takes no responsibility for any delay in receipt or loss in postal transit of any application or communication. Candidates in their own interest are advised to submit applications well in time before the last date to avoid possible delay in postal transit. Application received after the due date will be summarily rejected.

(xxviii) Any dispute with regard to the recruitment against this advertisement shall be under the legal jurisdiction of Kolkata (West Bengal) only.

**Important Dates:**

- 1) Opening date for application: November 23, 2024**
- 2) Last date of receipt application: January 06, 2025**