



**CEMENT CORPORATION OF INDIA LIMITED**  
**(A GOVT. OF INDIA ENTERPRISE)**  
**REGD. OFFICE: CORE-V, SCOPE COMPLEX,**  
**7-LODHI ROAD, NEW DELHI-110 003**

**ADVERTISEMENT No CO/05/2023**

Cement Corporation of India Ltd. CCI is a Central Govt. Public Sector Undertaking engaged in manufacturing and marketing of cement.

CCI proposes to engage qualified and experienced professionals from Govt./PSUs/Autonomous bodies, for the following positions on Deputation basis:-

Post Code	Name of the Post (Deputation)	Grade	Discipline	No. of Posts	Upper Age Limit (Yrs.)	Min. Post Quali. Exp. (Years)
01	Dy. General Manager	E-5	MM	01	55	14
02	Dy. General Manager	E-5	Finance & Accounts	01	55	14
03	Manager	E-3	Finance & Accounts	02	55	08

- Cut-off date for Age/Experience shall be **31.12.2023**.

- The last date of receiving of the application i.e. **05.01.2024 upto 1700 Hrs.**

**Grade wise eligibility for Candidates:**

Applied Grade	Scales (IDA 01.01.2017)	Eligibility for Officers under Central/State Govt/ Semi Govt./PSUs/Autonomous Organizations
E-5	80000-220000	i) Holding analogous post on regular basis in the pay-scale of 80000-220000 (IDA pay scale 2017) / 32900-58000 (IDA pay scale 2007) or equivalent CDA pay scale; OR ii) two years' experience in regular pay-scale of 70000-200000 (IDA pay scale 2017) / 29100-54500 (IDA pay scale 2007) or equivalent CDA pay scale.
E-3	60000-180000	i) Holding analogous post on regular basis in the pay scale of 60000-180000 (IDA pay scale 2017) / 24900-50500 (IDA pay scale 2007) or equivalent CDA pay scale; OR ii) two years' experience in regular pay-scale of 50000-160000 (IDA pay scale 2017) / 20600-46500 (IDA pay scale 2007) or equivalent CDA scale.

**Essential Qualification & Experience required:**

Discipline	Essential Qualification	Essential Experience for Officers under Central/State Govt/ Semi Govt./PSUs/Autonomous Organizations
Material Management(Post Code-01)	Engineering Degree or Full-Time Post Graduate Degree/Diploma in Material Management	Experience in Material Management in a manufacturing in Central/State Govt/ Semi Govt./PSUs/Autonomous Organizations.
Finance & Accounts (Post Code-02 & 03)	CA/ICWA/ Full time 2 years MBA (Finance).	Experience in Finance & Accounts in Central/State Govt/ Semi Govt./PSUs/Autonomous Organizations

## **I. General information & instructions for Applicants:**

- 1 Candidates will apply in the application format as enclosed.
- 2 The present place of posting, as indicated in the advertisement, is based on the current requirement. However, the posts carry all India service liability. Therefore, those who are willing to serve anywhere in India may only apply.
- 3 The applicant who apply for the post with respect to the advertisement shall not be allowed to withdraw his/her candidature subsequently.
- 4 Applicants who are more than 55 years of age as on the last date of receipt of applications, need not apply.
- 5 i) SC/ST/Minority Community/Women/Persons with Benchmark Disabilities, are encouraged to apply.  
ii) Persons with Benchmark Disabilities (PwBD) can apply to the perspective posts.
- 6 Canvassing or bringing influence in any form will disqualify the candidature.
- 7 CCI reserves the right to cancel/amend the advertisement and/or the selection process there under, at any stage. The number of positions filled may increase or decrease depending on the requirement.
- 8 The application will be invariably routed through the Parent Employer and shall be accompanied with copy of ACRs/APARs dossiers for the last 05 (five) years.
- 9 Applicants must essentially be accompanied with vigilance & disciplinary clearances.
- 10 Deputation shall initially be for a period of 01 (one) year and for a maximum period of (03) three years. Terms & conditions will be finalized by mutual consent between CCI & the parent organization.
- 11 For attending the interview, TA/DA shall be reimbursed as per the applicable rules of CCI.
- 12 CCI is not responsible for any postal delay or loss/non-delivery of the applications.
- 13 Applications received after due date will not be considered.
- 14 All recruitment related information shall be available on our Website: [www.cciitd.in](http://www.cciitd.in) at career section.
- 15 **Last date** of receiving application in offline mode will be **05.01.2024 at 05:00 PM**. The applicants are to send their applications duly completed in all respects as mentioned above by ordinary post in the cover super scribed "**Application for the post of \_\_\_\_\_**" and send the same at the below address:

**General Manager (HR),  
Cement Corporation of India Limited,  
Post Box No.: 3061,  
Lodhi Road Post Office,  
New Delhi-110003.**

## **II. How to apply**

- 16 Candidates will be required to submit their application through their parent organization in the prescribed format (in hard copy by post). No other means/mode of application shall be accepted. Applications in other format will be rejected. The application should contain the following documents:
  - i. Proof of Age- Matriculation certificate having date of birth.
  - ii. Qualification – All Certificates and marksheets from 10<sup>th</sup>, 12<sup>th</sup>, Graduation and above.
  - iii. Experience : Experience Certificate should be issued by the employer in support of experience with clear date of joining and relieving in support of experience details as furnished by candidate in the application form.
  - iv. Pay Scale / Latest salary slip.
  - v. Copy of ACRs/APARs dossiers for the last 05 (five) years.

vi. Vigilance & Disciplinary clearance certificate.

- 17 Candidates are required to have a valid personal e-mail ID and mobile number. It should be kept active during the currency of this recruitment process. In case a candidate does not have a valid personal e-mail ID / mobile phone, candidate should create his/her new e-mail ID before applying. Under no circumstances, candidate should share/mention e-mail ID to/of any other person. This will be used to communicate with the candidate.
- 18 Any corrigendum / clarification on this advertisement, if necessary, shall be uploaded on CCI website only & no separate press coverage will be notified for this purpose.
- 19 Deputation allowance, if any, shall be as per applicable rules.

