



**STEEL AUTHORITY OF INDIA LIMITED**  
**IISCO STEEL PLANT**  
**BURNPUR – 713325. Dist.-Paschim Bardhaman**  
**West Bengal**

**Advertisement No. : ISP/RECTT./DR/2023/02**

**Date: 12/03/2024**

Steel Authority of India Limited (SAIL), a Maharatna CPSE, is a major Steel Maker of the Nation with an annual turnover of over Rs.1,00,000 Crore (FY 2022-23). IISCO Steel Plant (ISP) is the most modern unit of SAIL with present capacity of 2.5 MTPA of crude steel. ISP is poised for an ambitious expansion programme to be in tandem with the business objectives of the Company and the National Steel Policy. ISP invites applications from young, energetic, result-oriented & promising talent for filling up the following posts in Executive grades for its Steel Plant situated at Burnpur, West Bengal:

**1. Details of Posts:**

**A. Manager (E-3): 07 Nos. (In the pay scale of Rs. 80,000–3%–Rs. 2,20,000/-)**

Name of the post & grade	No. of Posts	Reservation					
		UR	SC	ST	OBC	PwD	
						OH	HH
Manager (Chemical) (E-3)	1	--	--	--	1*	--	--
Manager (Metallurgy) (E-3)	4	--	1*	1*	2*	--	--
Manager (Mechanical) (E-3)	2	--	1*	--	1*	--	--

\*Posts are against backlog vacancies.

**B. Manager (Projects) (E-3): 10 Nos. (In the pay scale of Rs. 80,000–3%–Rs. 2,20,000/-)**

Name of the post & grade	No. of Posts	Reservation					
		UR	SC	ST	OBC	PwD	
						OH	HH
Manager (Projects-Mechanical)(E-3)	3	--	1*	--	2*	--	--
Manager (Projects (Electrical / Electrical & Electronics) (E-3)	2	--	--	1*	1*	--	--
Manager (Projects-Metallurgy)(E-3)	1	--	--	--	1*	--	--
Manager (Projects-Civil) (E-3)	3	--	1*	1*	1*	--	--
Manager (Projects - Electronics/ Instrumentation/Electronics & Instrumentation) (E-3)	1	--	--	--	1*	--	--

\*Posts are against backlog vacancies.

**C. Medical Officer (E-1): 8 Nos. (In the pay scale of Rs. 50,000–3%–Rs. 1,60,000/-)**

Name of the post & grade	No. of Posts	Reservation					PwD	
		UR	SC	ST	OBC	EWS	OH	HH

**D. Medical Officer- (OHS) (E-1): 1 Nos. (In the pay scale of Rs. 50,000–3%–Rs. 1,60,000/-)**

Name of the post & grade	No. of Posts	Reservation					PwD	
		UR	SC	ST	OBC	EWS	OH	HH

**E. Consultant (E-3): 11 Nos. (In the pay scale of Rs. 80,000 – 3% – Rs. 2,20,000/-)**

Disciplines	No. of Posts	Reservation					
		UR	SC	ST	OBC	PwD	
						OH	HH
Orthopaedics	1	1	--	--	--	--	--
Obstetrics & Gynaecology	2	--	1	--	1*	--	--
Ophthalmology	1	--	--	--	1*	--	--
Transfusion Medicine/Pathology	1	--	--	--	1*	--	--
Paediatrics	1	1	--	--	--	--	--

General Medicine	2	1	--	--	1	--	--
General Surgery	1	--	1	--	--	--	--
Psychiatry	1	--	1*	--	--	--	--
Radiology	1	--	--	--	1	--	--

\*Posts are against backlog vacancies.

## 2. Reservations:

1. The reservation of posts for SC/ST/OBC (Non-Creamy Layer)/EWS/Persons with Disabilities (PwD) category shall be as per Presidential Directives/Govt. Guidelines.
2. Candidates belonging to reserved categories may also apply against the unreserved posts, provided they fulfil the eligibility criteria for unreserved category.
3. The SC/ST candidates will be required to produce Caste Certificate in the prescribed format issued by the Competent Authority at the time of Interview.
4. The OBC (Non-Creamy Layer) and EWS Candidates are required to submit the requisite certificate OBC (Non-Creamy Layer)-caste certificate and EWS-Income and Assets Certificate respectively in the prescribed format issued by the competent authority **on or after 01/04/2023** and a self-declaration at the time of Interview. OBC candidates belonging to 'Creamy Layer' are not entitled to OBC concession and such candidates have to indicate their category as Unreserved.
5. Reservation for Persons with Disabilities (PwD) shall be on horizontal basis and in line with the guidelines on the subject.
6. PwDs belonging to categories of disability mentioned against each post/discipline above and having disability of 40% or more shall only be considered. PwD candidate will be required to submit Disability Certificate issued by the Competent Authority in the prescribed format.
7. If the SC/ST/OBC (Non-Creamy Layer)/PwD certificate has been issued in a language other than English/Hindi, the candidates will be required to produce a self-certified translated copy of the same either in English or Hindi.
8. Category once entered in the online application form, will not be allowed to be changed and no benefit of other category will be admissible later on.

## 3. Eligibility Criteria:

S. No	Name of the Post & Grade	No. of Post (s)	Upper Age Limit (as on 02/04/2024)	Essential Minimum Qualification & Experience (if applicable)
1	Manager (Mechanical) (E-3)	2	35 years	<ol style="list-style-type: none"> <li>1 B.E. /B. Tech. (Full time) in Mechanical Engineering discipline from Govt. recognised University/ Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2 Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech) in a Steel Plant /Process Industry/Manufacturing Industry preferably in Mechanical Maintenance/in roll pass design for long product mills.</li> <li>3 The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
2	Manager (Chemical) (E-3)	1	35 years	<ol style="list-style-type: none"> <li>1 B.E. / B. Tech. (Full time) in Chemical Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2 Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech) in CO&amp;CC of a Steel Plant/Process Industry/Manufacturing Industry, preferably in Operation of By-Product Plant.</li> <li>3 The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
3	Manager (Metallurgy) (E-3)	4	35 years	<ol style="list-style-type: none"> <li>1 B.E. / B. Tech. (Full time) in Metallurgy Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2 Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech) in a Steel Plant preferably in secondary refinery units/degassing unit of steel melting shop/process monitoring system of BF/BOF/CCP/Mills/operation of large BF (minimum working volume of 4000 Cu. Mtr.)/operation in long product mills in steel plant.</li> <li>3 The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
4	Manager (Projects - Mechanical) (E-3)	3	35 years	<ol style="list-style-type: none"> <li>1. B.E. / B. Tech. (Full time) in Mechanical Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> </ol>

				<ol style="list-style-type: none"> <li>2. Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech) in execution of Projects in any large process industry/steel plant/ manufacturing industry.</li> <li>3. The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
5	Manager (Projects - Electrical / Electrical & Electronics) (E-3)	2	35 years	<ol style="list-style-type: none"> <li>1. B.E. / B. Tech. (Full time) in Electrical or Electrical &amp; Electronics Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2. Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech.) in execution of Projects in any large process industry/steel plant/ manufacturing industry.</li> <li>3. The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
6	Manager (Projects – Metallurgy) (E-3)	1	35 years	<ol style="list-style-type: none"> <li>1. B.E. / B. Tech. (Full time) in Metallurgy Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2. Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech) in execution of Projects in any large process industry/steel plant/ manufacturing industry.</li> <li>3. The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
7	Manager (Projects – Civil) (E-3)	3	35 years	<ol style="list-style-type: none"> <li>1. B.E. / B. Tech. (Full time) in Civil Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2. Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B.Tech) in design engineering /execution of Projects in any large process industry/steel plant/manufacturing industry.</li> <li>3. The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
8	Manager (Projects - Electronics/ Instrumentation/Electronics & Instrumentation) (E-3)	1	35 years	<ol style="list-style-type: none"> <li>1. B.E. / B. Tech. (Full time) in Electronics/ Instrumentation/ Electronics &amp; Instrumentation Engineering discipline from Govt. recognised University/Institution with minimum 60% marks (50% for SC/ST/PwD).</li> <li>2. Post qualification experience of at least 07 (seven) years in executive cadre (after B.E/B. Tech) in execution of Projects in any large process industry/steel plant/ manufacturing industry.</li> <li>3. The Industry/ Organization must be a Public Sector Undertaking/ Govt. Organisation/ Public Limited Company/ JV of PSUs or Govt.</li> </ol>
9	General Duty Medical Officer (E-1)	8	34 years	<ol style="list-style-type: none"> <li>1. MBBS from a University/Institute recognised by Medical Council of India/ National Medical Commission</li> <li>2. Minimum 01 years' post qualification experience (after Internship) in a Govt. recognised Medical College/ Hospital/Institution.</li> </ol>
10	Medical Officer - OHS (E-1)	1	34 years	<ol style="list-style-type: none"> <li>1. MBBS with Degree/ Diploma in Industrial/Occupational Health/ AFIH (Associate Fellowship in Industrial Health) from a University/ Institute recognized by MCI/NBE/NMC.</li> <li>2. Minimum 01 year post qualification experience (after internship) in recognized Medical College / Hospital / Institution.</li> </ol>
11	Consultant-General Medicine (E-3)	2	41 years	<ol style="list-style-type: none"> <li>1. MD/DNB in General Medicine from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>2. Minimum 03 years' post qualification experience in relevant discipline after PG in a Govt. recognised Medical College/ Hospital/Institution.</li> </ol>
12	Consultant-General Surgery (E-3)	1	41 years	<ol style="list-style-type: none"> <li>1. MS/DNB in General Surgery from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>2. Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution.</li> </ol>
13	Consultant-Obstetrics & Gynaecology (E-3)	2	41 years	<ol style="list-style-type: none"> <li>1. MD/MS/DNB in Obstetrics &amp; Gynaecology from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>2. Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution</li> </ol>

14	Consultant-Ophthalmology (E-3)	1	41 years	<ol style="list-style-type: none"> <li>MS/DNB in Ophthalmology from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution</li> </ol>
15	Consultant-Transfusion Medicine/ Pathology (E-3)	1	41 years	<ol style="list-style-type: none"> <li>MD/DNB in Transfusion Medicine or Pathology from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution</li> </ol>
16	Consultant-Paediatrics (E-3)	1	41 years	<ol style="list-style-type: none"> <li>MD/DNB in Paediatrics from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution</li> </ol>
17	Consultant-Orthopaedics (E-3)	1	41 years	<ol style="list-style-type: none"> <li>MS/DNB in Orthopaedics from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission</li> <li>Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution</li> </ol>
18	Consultant-Radiology (E-3)	1	41 years	<ol style="list-style-type: none"> <li>MD/DNB in Radiology from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission.</li> <li>Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution.</li> </ol>
19	Consultant-Psychiatry (E-3)	1	41 years	<ol style="list-style-type: none"> <li>MD/DNB in Psychiatry from a University/Institute recognised by Medical Council of India/National Board of Examination/National Medical Commission.</li> <li>Minimum 03 years' post qualification experience in relevant discipline after PG degree/DNB in a Govt. recognised Medical College/Hospital/Institution.</li> </ol>

#### 4. **Guidelines:**

- Candidates who have not acquired the prescribed qualification, experience etc, as mentioned above, on or before the closing date for submitting application i.e. 02/04/2024 need not apply.
- The percentage marks shall be arrived at by dividing the total marks obtained by the candidate in all subjects in all semesters/years by aggregate maximum marks multiplied by 100.
- Wherever the University/Institution prescribe CGPA score instead of percentage, the CGPA score will be converted into equivalent percentage as per norms of the University/Institution to determine the eligibility. The candidate will have to produce a copy of these conversion norms with respect to his/her university/ Institution at the time of Interview. If no norms are specified by the University/Institution, the CGPA score will be converted into percentage on proportionate basis, e.g. the CGPA of 8.3 out of 10 will be treated as 83%.
- In case of qualification acquired from foreign University/Institution, the same may be treated at par with qualification offered by Indian University/Institution provided the candidate is able to produce equivalence certificate for such qualification from the Competent Authority.
- Candidate applying from other PSUs/Govt. for E-3 grade positions (other than Medical discipline) should have completed minimum 02 years in the immediate below grade/Pay-scale.

#### 5. **AGE RELAXATION:**

- The maximum age is relax-able by 5 years for posts reserved for SC/ST candidates and by 3 years for posts reserved for OBC (Non-Creamy Layer) candidates.
- In case of Persons with Disability, maximum age is relax-able by 10 years for Unreserved, 15 years for SC/ST and 13 years for OBC (Non-Creamy Layer) candidates.

#### 6. **Emoluments and other benefits:**

Name of the Post	Grade	Scale of Pay
Manager/Manager (Projects)	E-3	Rs.80,000-3%-2,20,000/-
Consultant	E-3	Rs.80,000-3%-2,20,000/-
Medical Officer/Medical Officer (OHS)	E-1	Rs.50,000-3%-1,60,000/-
		On successful completion of one year probation, they shall be placed in E-1 grade in the Scale of Pay Rs.60,000-3%-1,80,000/-

In addition to Basic Pay and Industrial Dearness Allowance, employees are also entitled to get Perquisites under cafeteria approach, Non-Practicing Allowance (@16% to 20% of Basic Pay) as applicable for company's doctor, Contributory Provident Fund, Gratuity as per Payment of Gratuity Act, 1972, Medical Treatment for self and entitled dependents etc., as per rules of the Company. In addition, House Rent Allowance will also be paid if company accommodation is not available.

## **7. Mode of Selection:**

1. For the post of Manager (E-3), Manager (Projects) (E3), GD Medical Officer (E-1) and Medical Officer (OHS), candidates may have to appear for Computer Based Test (CBT) depending upon the number of applications received. In such cases, the CBT will be followed by Personal Interview of successful candidates. However, candidates may be required to appear for Interview directly (without CBT) depending on the number of applications received for the post(s) as per the policy of the Company. Based on the marks obtained in CBT, candidates will be shortlisted post-wise/category-wise for Interview in the ratio of 1:3, i.e. for one post three candidates will be called. If the cut-off marks, so arrived at, are obtained by more than one candidate – all of them will be called for Interview. The same shall be intimated to the eligible candidates through Call Letter, Email/SMS and SAIL website.
2. For the post of Consultant (E-3), selection will done through Personal Interview. The same shall be intimated to the eligible candidate through Call Letter, Email/SMS and SAIL website.
3. For final selection, merit list will be drawn by combining the scores of Computer Based Test (CBT) and Interview with the weightage of 80:20 in that order or as per the merit list of Interview (as the case may be).
4. The minimum qualifying marks in the CBT for Unreserved posts will be determined based on 50 percentile score. For SC/ST/OBC (Non-Creamy Layer)/PwD posts, the minimum qualifying marks will be 40 percentile score. The qualifying marks will be calculated separately for each post/discipline.
5. CBT/Written Test/Personal Interview will be held at the centres spread across the country as may be decided by the management.

## **8. Physical Standards:**

### **Post: Manager (E3), Manager (Projects) (E3), Consultant (E3) & GDMO (E1)**

Parameter	Required Standard	
	Male	Female
Height (minimum)	155 cm for engg., 150 cm for non-engg	143 cm
Weight (minimum)	45 kg	35 kg
Chest measurement	72 cm & 75 cm (on expansion)	75 cm & 79 cm (on expansion)

The medical standards indicated above are minimum pre-requisites. Before applying, candidates must ensure that they possess the above mentioned physical standards. However, selection of candidates will be subject to being found medically fit for the respective posts by the Medical Officer of the Company as per prescribed rules of the company.

## **9. Fees:**

S. No.	Name of the Post	Application & Processing fees for UR/OBC (ncl)/ EWS candidates (Rs.)	Processing fee for SC/ST/PwD (Rs.)
1	Manager (E3) & Manager (Projects) (E3)	700/-	200/-
2	Consultant (E3)	700/-	200/-
3	Medical Officer (E1)/ Medical Officer- (OHS) (E1)	700/-	200/-

- a. Candidates will have to bear bank charges if any, in addition to the applicable Application/Processing Fee.
- b. The candidates shall have to apply online and at the time of submission of online application, the candidates will be required to pay Application/Processing Fee (as the case may be) through online mode. Fee shall not be collected by any other mode.
- c. Fee once paid shall not be refunded under any circumstances.

## **10. How to Apply:**

Eligible and interested candidates would be required to apply online through SAIL's website: [www.sail.co.in](http://www.sail.co.in) (Careers). **No other means/mode of application will be accepted.** Candidates may click at the link of the post they are applying for and submit information online in the appropriate fields.

Before registering their application on the website, the candidates should note and ensure the following:

- a. Candidates are advised to read the instructions carefully before online submission of application, which will be available in the website itself.
- b. Candidates applying for the post should ensure that they fulfil all the eligibility criteria as per the advertisement. Their admission at all stages will be purely provisional, subject to their satisfying the prescribed eligibility criteria, which will be verified at the time of Interview, Pre Employment Medical Examination & Joining. However, if on verification at any stage of the selection process, it is found that they do not fulfil any of the eligibility criteria or are unable to produce valid documentary proof in support of the eligibility criteria, their candidature for the post will be cancelled forthwith.
- c. Candidate should have valid personal e-mail ID & working Mobile Number, which should remain valid & active till completion of the entire selection process.
- d. Candidates should ensure that they have recent passport size recognizable colour photograph in .jpg or .jpeg file only of size upto 50 kb (taken against a white background and candidate must ensure that they are not wearing sun goggles, dark glasses etc.) as well as photograph of signature in .jpg or .jpeg file only of size upto 20 kb (running signature and not individual alphabet OR CAPITAL LETTER OR initials) in digital format for uploading with the application form. Candidates should ensure that copies of the same are retained and should be affixed/used for the entire selection process whenever required. Candidates are also advised not to change their appearance till the process is completed. Failure to produce the same photograph at various stages of the process or doubt about identity at any stage could lead to disqualification.
- e. Candidates applying for the post of Manager (Projects), Manager, Consultant, Medical Officer and Medical Officer (OHS) shall have to upload the scanned copies (pdf file) in support of their Date of Birth, qualification, registration and experience as required [maximum size of each pdf file/attachment should not be more than 400 KB]:

Post & grade	Documents to be uploaded
Manager (E-3) /Manager (Projects) (E-3)	(i) Matriculation certificate (ii) Pass Certificate of B.E./B. Tech of relevant discipline. (iii) Experience certificate(s) (iv) Document(s) in support of experience of minimum two years in the immediate below grade/pay-scale, if applying from other PSUs/ Govt.
Consultant (E-3)	(i) Matriculation certificate (ii) Pass Certificates of MBBS and PG Degree/DNB (iii) Registration certificate of State/National Medical Council/Commission (iv) Experience certificate(s)
Medical Officer (E-1)	(i) Matriculation certificate (ii) Pass Certificates of MBBS (iii) Registration certificate of State/National Medical Council/Commission (iv) Experience certificate(s)
Medical Officer (OHS) – E1	(i) Matriculation certificate (ii) Pass Certificates of MBBS/Diploma/AFIH (iii) Registration certificate of State/National Medical Council/Commission (iv) Experience certificate(s)

- f. Candidate must write his/her name as it appears in the Matriculation certificate or equivalent examination. In case of candidates who have changed their name, they will be allowed to appear for CBT/Interview or subsequent stages of selection process, if & only if, they are able to produce original Gazette notification their original marriage certificate/affidavit in original.

\* Mere issue of Admit Card for CBT **OR** Call Letter for Interview or Offer of Appointment (issued prior to Pre-employment Medical Examination) will not imply acceptance of candidature. Candidature of a registered candidate is liable to be rejected/cancelled at any stage of recruitment process, even on joining or thereafter, if any information provided by the candidate is found to be false or not in conformity with the eligibility conditions/criteria or if candidate fails to produce valid documentary proof in support of his/her eligibility or if candidate is found unfit in the Pre-employment Medical Examination.

## 11. Process for Submission of application form:

- a. Go to SAIL "Careers" page at [www.sail.co.in](http://www.sail.co.in) or <http://sailcareers.com>
- b. Read the advertisement carefully to be sure about eligibility.

- c. Go through the User Manual available on the site and follow the steps as mentioned.
- d. Click on "Login" or "Apply"
- e. If new user, complete ONE-TIME registration first and then go to "**Registered User**" and go further by using **User ID & Password**.
- f. The applicant is required to **fill** his/her required information and **upload** the **Photograph & Signature** and also the **required certificate(s)/document(s)** as mentioned above.
- g. Once all the required details are entered, the candidate is required to **Review** the details entered and **Confirm**. Once confirmed, no editing will be allowed.
- h. Make requisite **payment** of Application and/or Processing Fee through online mode. The link for payment will be available after application is completed. Candidate will have to bear charges in addition to Application /processing fee.
- i. Submit the application after completion of all requisite steps and take a **Print out** of the application having **Application ID**.
- j. No request for editing of payment details and issue of Admit card will be entered in wrong submission cases and candidature will stand rejected.
- k. The above steps are only indicative. Candidates are required to adhere to the steps as displayed on the on-line screen for making payment.

**After applying online, candidate is required to download the system generated Registration Slip with Application ID and is to be retained for future reference/submission.**

**Note:** While filling the online application, candidates must carefully follow all the steps and must read the on-screen instructions very carefully. Incomplete application, application without photograph, signature & required certificate(s)/document(s) (wherever applicable)/application not fulfilling the eligibility criteria will be summarily rejected. No communication in this regard will be entertained from the applicant. The decision of SAIL-ISP in all matters relating to eligibility, acceptance, rejection of the application, issue of call letters will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection. Fees once paid cannot be refunded under any circumstances. Candidates are therefore, advised to verify their eligibility before paying the application fees & fill-in the payment details carefully.

## **12. Important:**

All correspondence with candidates shall be done through e-mail/SMS only. All information regarding examination/interview/Admit Card/result of CBT or call letters/intimation regarding final selection etc. shall be provided through email/SMS or uploading on SAIL website. The candidate will be responsible for receiving, downloading and printing of Admit Card for CBT or call letter for Interview or letter for pre-employment Medical Examination or any other information. SAIL-ISP will not be responsible for any loss of email/SMS sent, due to invalid/wrong email ID/Mobile Number provided by the candidate or for delay/non receipt of information if a candidate fails to access his/her email/ mobile/SAIL website in time or due to network related data loss. Candidates will be allowed to appear in the CBT/ Interview only if they possess valid **Admit Card/Call Letter** with identifiable photograph of the candidate. The company shall not be under any obligation to arrange for conduct of CBT on multiple dates in case of candidates applying for multiple posts. It would therefore, be in the interest of the candidates to apply for only one post.

## **13. General:**

- a. Candidate must be an Indian national.
- b. Minimum age of employment on regular basis in SAIL-ISP is 18 years.
- c. Candidates not fulfilling the requirements specified in this advertisement need not apply.
- d. Candidature of a candidate is liable to be rejected at any stage of recruitment process or even on joining, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria. The candidate shall be wholly/exclusively responsible for the information/details so filled/provided in his/her online Application Form & the document(s) provided.
- e. Candidates will be considered for being called for the CBT/Interview based on the information provided by them in their online applications. **The information w.r.t. qualification, experience, age, category etc. uploaded on the application portal shall be verified with their respective original documents at the time of Interview and in the event of any deviation, the candidature of the candidate shall be liable for rejection without any further reference.** As Date, Time & Place of CBT / Interview etc. will be intimated to eligible/short-listed candidates through email/SMS

&/or SAIL website, candidates should ensure that information provided in the application are correct and periodically check the SAIL website for updates (if any).

- f. Applications received after the closing date i.e. 02/04/2024 will not be considered. SAIL-ISP will not be responsible for any loss/delay/wrong delivery/non-delivery of communication at any stage of recruitment process.
- g. Posts advertised are tentative. SAIL-ISP reserves the right to reject any application(s) OR cancel/restrict/ modify/alter the requirements/recruitment-selection process as advertised, if need so arises, without issuing any further notice or assigning any reason thereof; in which case SAIL-ISP shall not be liable to compensate the applicant for the consequential damages.
- h. The examination centres allotted to the candidates shall be binding and no request for change of examination centre will be entertained. However, ISP reserves the right to cancel or add any centre as may be required.
- i. There shall be biometric scanning and verification of the candidates during different stages like CBT, Interview, pre-employment medical examination and joining.
- j. Candidates should retain the copy of E-receipt of Application and/or Processing Fee as they can be asked to produce it for future reference.
- k. Any Corrigendum/Addendum/Notice etc. (if any), w.r.t. this advertisement will be made available on website [www.sail.co.in](http://www.sail.co.in) only. Candidates are therefore, advised to refer to the above website periodically for updates (if any).
- l. Filling up of vacancies is solely at the discretion of the management based on suitability of candidates and no claim shall be admissible for appointment, if some of these vacancies are not filled due to unsuitability of available candidates or insufficiency in number of candidates.
- m. Candidates are advised in their own interest to apply online much before the closing date and not to wait till the last date for depositing the application and/or processing fee to avoid the possibility of disconnection/ inability/failure to log on to the SAIL website on account of heavy load on internet/website jam. SAIL-ISP does not assume any responsibility for the candidates not being able to submit their applications within the closing date of application on account of the aforesaid reasons or for any other reason beyond the control of the SAIL-ISP.
- n. The PwD candidates whose writing speed is affected permanently for any reason and are eligible to avail facility of scribe as per Govt. guidelines, are required to indicate the same while filling-up online application and have to declare authenticity/requirement as per Govt. Guidelines.

Such candidate shall be eligible for compensatory time of 20 minutes for every hour of the CBT whether they avail the facility of scribe or not. These candidates are required to produce the requisite original Medical certificate as per Govt. guidelines (available at the SAIL website) at the time of CBT and/or Interview and subsequent stages of selection in support of their eligibility for availing such benefits.

Only candidates registered for compensatory time will be allowed such concessions.

Both the candidate as well as scribe will have to give a suitable undertaking at the time of CBT and subsequent stages of selection confirming that the scribe fulfils all the stipulated eligibility criteria for a scribe as per norms. In case, if it later transpires that he/she did not fulfil any laid down eligibility criteria or suppressed material facts, the candidature of the applicant will stand cancelled, irrespective of the CBT result.

- o. Candidates employed in Govt. Departments/PSUs/Autonomous Bodies shall have to produce NOC from the employer at the time of Interview. In case of selection, candidates will be required to produce proper discharge certificate/release order from the employer at the time of taking up the appointment.
- p. **PAYMENT OF TRAVELLING EXPENSES:**
  - I. No Travelling Expenses would be payable to candidates called for CBT and Pre-Employment Medical Examination.
  - II. For the post of Manager, Manager (Projects), Medical Officer (OHS), General Duty Medical Officer & Consultant, outstation candidates attending the Interview at the specified location will be reimbursed single to and fro AC-3 Tier Rail fare along with reservation and Tatkal booking charges (if any), from the place of correspondence address to the venue of Interview by the shortest route, on production of proof of journey, provided the distance covered by rail or road is more than 30 kilometres each way.
  - III. For candidates travelling by a class/mode higher than the entitlement or by road, reimbursement will be restricted to the fare corresponding to the entitled class only.
- q. Court of jurisdiction for any dispute will be at Asansol.



**Important Dates:**

<b>Event</b>	<b>Date</b>
Start of on-line application	12/03/2024
Closing date for on-line application	02/04/2024

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