



MSTC Limited (<https://www.mstcindia.co.in>)

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ENGAGEMENT OF OFFICER ON SPECIAL DUTY(OSD) - 2023

**MSTC LIMITED (A GOVT. OF INDIA UNDERTAKING)
Registered and Corporate Office: Kolkata**

MSTC Limited is a Mini Ratna Category-I PSU under the Ministry of Steel, Govt. of India. The company is one of the leading e-Commerce service providers in the country and is involved in various state of the art Government flagship projects. It is also facilitating procurement of industrial Raw materials. MSTC is looking for dynamic young professionals as well as professionals with experience in various fields like Operations/Marketing/Business development/Finance & Accounts/Systems/Personnel & Administration, on contractual basis for a fixed period for the opening mentioned below, for significantly expanding its business activities. The Company offers excellent opportunities for learning and growth to the right candidates. The openings are as under:

Sl. No	Post Ref	Minimum Educational Qualification	Required Essential Experience	Number of Openings	Consolidated Monthly Pay
1	OSD(Operations)-Freshers	Graduate from recognized institute/ University with minimum 60% marks in graduation. Applicants with Professional qualification like MBA/Two years-Post Graduation Diploma will be preferred.	No Experience is Required.	26**	Rs. 40,000/-
2	OSD(Operations)-Ecommerce	Graduate from recognized institute/ University. Professional qualification like MBA/ Two years-Post Graduation Diploma will be preferred.	Minimum 5 Years post qualification work experience is required.	1 (Kolkata)	Rs. 60,000/-
3	OSD(Operations)-Vigilance		Minimum 2 years post qualification Work experience in any Vigilance related administrative role.	1 (Kolkata)	Rs. 50,000/-
4	OSD(Operations)-RO/BO		Minimum 2 Years post qualification work experience in Business Development.	4 (Kolkata-1, Chandigarh-1, Chennai-1, Mumbai-1)	Rs. 50,000/-
5	OSD-Human Resources		Minimum 5 Years post qualification work experience in Human Resource/ Personnel Management. Additional experience in Labor Law shall be preferred.	1 (Kolkata)	Rs. 60,000/-
6	OSD-Facility and Estate Management (FEM)		Graduation from a Recognized institute / University. A Degree/Diploma in Engineering is desirable.	Minimum 5 years post qualification experience in managing/maintaining/upkeep of Office/Housing Complexes/ Commercial establishments.	1 (Kolkata)

7	OSD(Finance)-5Y Exp	Graduate from recognized institute/University with minimum ICWA/CA inter passed. MBA (Finance)/ Two years-Post Graduation Diploma in Finance are also eligible.	Minimum 5 years post qualification Work experience in Finance and Accounts. Candidates with relevant professional experience will be preferred.	4 (Kolkata-4)	Rs. 70,000/-
8	OSD(Finance)-2Y EXP		Minimum 2 years post qualification Work experience in Finance and Accounts. Candidates with relevant professional experience will be preferred.	8 (Kolkata-2, Hyderabad-1, Vizag-1, Trivandram-1, Patna-1, Nagpur-1, Guwahati-1)	Rs. 60,000/-

			<p>Minimum 2 Years' post qualification work experience in followings skill sets: Experience in J2EE, Java/JSP/Servlet, Java Script, MVC, Web API, Web Services (SOAP/REST), development tools like RAD/Eclipse & testing tools for quality & security, Database like MS SQL, DB2, Oracle required for programming, J2EE compliant Application Server.</p>
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****Location-wise openings for OSD(Operations) Posts: Kolkata-7 Nos, Chandigarh-1, New Delhi-3, Hyderabad-1, Ranchi-1, Raipur-1, Vadodara-1, Bhubaneswar-1, Lucknow-1, Jaipur-1, Chennai-2, Bangalore-2, Trivandram-1, Mumbai-1, Nagpur-1.**

9 OSD(Systems)- Java

Note: The above numbers of openings are indicative only and may increase/decrease without any notice, based on requirement. Detailed office address is available in our corporate portal www.mstcindia.co.in.

Illustration of Remuneration for OSD(Systems) based on experience:

			<p>Additional experience on block chain or data analytics or AI related work shall be preferred.</p> <p>Rs. 70,000/- per Annum (Pay shall be fixed based on relevant experience, with minimum required experience as 2 years)</p>
10	OSD(Systems)- Dot Net	Graduate in any discipline of Engineering/ MCA	<p>Illustration detailed below:</p> <p>Candidate Having Relevant experience of 2 years or more but less than 5 years: : Rs. 70,000/- (with increment of Rs. 4000/- per additional year of experience above 2 years)</p> <p>Candidate having Relevant experience of 5 years or more but less than 10 years: (New Delhi-2) Rs. 90,000/- (with increment of Rs. 4000/- per year of experience above 5 years)</p> <p>OR</p> <p>Experience on React JS, React Native in Mobile App. (Android & IOS). Additional experience on python or data analytics or AI, related work shall be preferred.</p> <p>Rs. 1,10,000/- (with increment of Rs. 4000/- will be paid per additional year of experience above 10 years subject to maximum consolidated monthly remuneration as Rs. 1,20,000/-)</p> <p>Minimum 2 Years' post qualification work experience in followings skill sets: The experience should be in understanding only, however the pay shall be fixed based on the relevant experience of the candidate against the respective post</p> <p>Switches, Firewall & other Devices including Security, IP services (IPv4, IPv6, VPN, Multicast, QoS, SNMP etc.) performance monitoring. Must have CCNA or CCNP certified with valid certificate.</p>
11	OSD(Systems)- Network Assistant	21-62 years	<p>1 (Kolkata)</p> <p>Upper age limit is relaxable in respect of candidates belonging to SC/ST/PwD/Ex-servicemen, etc. in terms of the instructions of the Government of India.</p>
	Age limit		
	Mode of selection	Interview	Additional experience on Linux based OS operations shall be preferred.
	Period of engagement	Two years (extendable upto 5 years in a staggered way based on requirement). One month notice period to be served in case of resignation/termination.	

Engagement of Officers on Contract shall be on full working day basis and their place of posting may be any of the location as indicated alongside the post for which they have applied, however, based on company requirements, the selected candidate may be assigned to other projects/duties also. The candidates engaged under this are purely on contractual basis and shall not derive any right or claim to have a regular post/ appointment in MSTC.

For applying for the above posts [CLICK HERE \(OSD_2022_2_Index.aspx\)](#) (available w.e.f. 21/02/2023)

Interested candidates may apply online at www.mstcindia.co.in ([//www.mstcindia.co.in/](http://www.mstcindia.co.in/)), under careers.

Application via any other mode/email shall not be accepted. Candidates applying for the above posts are required to pay a non- refundable application fee of **Rs 590/- incl. GST (Rupees Five Hundred Ninety Only)** at the time of submission of online application form (except SC/ST/PWD candidates).

GENERAL INFORMATION

1. Only online application will be accepted.
2. Only Indian nationals are eligible to apply for the above positions. Retired persons only from other Government Organization/ PSUs may apply.
3. Selection shall be based on performance in the interview.
4. The candidates are advised to mention valid e-mail ID and mobile number in their online application form to which all the communication shall be forwarded to them.
5. Documents in support of (i) Qualification (ii) Experience (iii) Age (iv) category (v) CV (vi) Cancelled Cheque/1st Page of Bank Passbook (vii) Any ID Proof issued by Govt. of India etc. must be uploaded during application and are required to be produced in "original" as and when called for the document verification prior to interview. In case of failure to produce the original documents/Caste Certificate/ESM/PwD certificate etc. (as the case may be) issued by competent authority the candidature will be summarily rejected.
6. Wherever CGPA/DGPA/OGPA/GPA or letter grade in a Degree/Diploma is awarded, equivalent marks must be indicated in the application as per norms adopted by concerned University/Institutes. Candidate shall be required to furnish documentary proof/certificate to this effect from the Institute/University before Interview.
7. The prescribed eligibility age, qualification and experience should have been acquired as on 31.12.2022.
8. All minimum essential qualification(s) must be from UGC recognised Indian University/ UGC recognised Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions/concerned statutory council (wherever applicable).
9. The place of interview will be MSTC registered office at Kolkata or as specified in the interview intimation.
10. Candidates working in Government organization/ Public Sector Enterprise must produce NOC issued by their respective organizations before Interview.
11. In case of false or insufficient information/ lack of proof to ascertain the eligibility of the applicant , their candidature will be summarily rejected at any stage of the selection process and action as may be deemed, as per the criminal laws of the country, may be taken anytime.
12. The panel shall be valid for a period of 12 months from the date of declaration of result.
13. The vacancies are purely on contract basis and do not have any scope for claiming permanent absorption in the company.
14. No TA/DA shall be paid for attending interview/selection process.
15. Candidates awaiting their results of graduation need NOT apply.
16. **Applicants are hereby strictly instructed to apply against ANY ONE POST out of the 11 Posts tabulated above. However, in case a post with openings in multiple locations, candidate applying against the post shall mandatorily give their preference against all the locations and they may be engaged at any of those locations. In case of multiple applications by an applicant, all the applications of that applicant will be cancelled.**
17. Based on the ranking in the final panel and the availability of the openings, the preference of the candidates will be accommodated.
18. In case the candidate is called for personal interview, he/she will be required to produce his/her original certificate and other relevant documents as mentioned in the on-line application form.
19. Canvassing by a candidate in any form shall disqualify his/her candidature.
20. Any dispute with regard to the said engagement will be settled within the jurisdiction of Kolkata only.

WORK EXPERIENCE:

1. The work experience shall be in full time job on regular salary basis and in relevant area as stipulated against respective posts.
2. In case of intermittent nature of job the actual days engaged in full time job only will be considered for calculating number of years of experience.
3. Any other nature of experience like freelance experience will not be considered as it is not a full time job and required number of years of experience cannot be established.
4. Entrepreneurial experience will not be considered for the purpose of ascertaining required number of years of experience.
5. Period of on the job training undertaken by the candidates as Management Trainee (MT) / Executive Trainee (ET)/ Graduate Trainee (GT) in PSUs shall be considered for determining work experience.
6. Articleship / Internship / Apprenticeship/Summer Training/Vocational Training / Academic Project experience shall not be considered as Experience. Also, Teaching / Research experience shall not be considered as Work Experience for the above notified posts.

Candidates should regularly refer to our website only for any changes/ modification/ addendum/ information. In case of any technical problem/ clarification, please send e-Mail to careers@mstcindia.co.in

Note : - MSTC Limited reserves the right to cancel/ modify/ withdraw/ postpone this engagement notice. Hence please check our website from time to time. The Management reserves the right to fill up or not to fill up any of the above positions without assigning any reason whatsoever.

IMPORTANT DATES:

A	Commencement of online Registration of application by candidates	21st February 2023 (00:00:01 Hrs)
B	Last date for online registration of application by candidates	13th March 2023 (23:59:59 Hrs)
C	Interview date	Will be communicated by email/website advertisement

Kolkata,

Dated:15th February 2023

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