



**COME GROW WITH US, LIKE US**



**An Opportunity to join SAIL as Management Trainees (Technical)- 318 or  
Management Trainees (Administration ) -57**

**SAIL**, a **Maharatna** Company, is the leading steel-making company in India with a turnover of Rs. 47,103 crore (FY 10-11). The company is one of the highest profits earning corporate of the country. **SAIL**, is in the process of modernizing and expanding its production units, raw material resources and other facilities to maintain its dominant position in the Indian steel market. To man front-line executive positions in its Plant/Units, **SAIL** invites applications for the posts of Management Trainees (Technical) and Management Trainees (Administration) in E-1 grade from young, energetic, result oriented and promising talent in the country.

**ELIGIBILITY:**

**Upper Age :** 30 years as on 1.7.2011, i.e., not born earlier than 1.7.1981

**Minimum Qualification**

<b>Management Trainees (Technical)</b>	Degree in Engg. (full time)/MCA (3 years full time)with 65% marks (average of all semesters), in the disciplines of Mechanical, Electrical, Metallurgy, Civil, E&T, Instrumentation, Ceramics, Chemical, Computer Science and Mining Engineering
<b>Management Trainees (Administration)</b>	For HR and Marketing :  Bachelors' degree in any discipline with 60% marks with at least two years full time MBA/PG Diploma in management with 60% marks in HR/PM&IR/Pers /MHROD for HR and Marketing for Marketing discipline.  For MT -Finance : CA/ICWA

**RELAXATIONS:**

**Age**

The upper age limit is relaxable by 5 years for SC/ST and by 3 years for OBC candidates and by 10 years for Physically Handicapped candidates). Those domiciled in the state of Jammu & Kashmir from 1/1/80 to 31/12/89 will be allowed by 5 years relaxation in upper age limit.

For departmental candidates the upper age limit shall be 45 years.

**Qualification**

For MT (Tech) : The SC/ST/PWD and Departmental Candidates having Engineering Degree in the required disciplines with 55% marks shall be eligible to apply

For MT (Admn.) : The SC/ST/PWD and Departmental Candidates having Bachelor's degree with 50% marks and MBA/PG Diploma in Management in the relevant discipline with 50% shall be eligible to apply against HR and Marketing disciplines.

For MT (Tech) post, candidates having degree in related disciplines as given below can apply against the respective discipline:

Main Disciplines	Eligible related Engineering disciplines
Mechanical	Mechanical / Production / Industrial Engg. / Production & Industrial Engg. / Thermal / Mechanical & Automation
Electrical	Electrical / Electrical & Electronics / Electrical, Instrumentation & Control / Power Systems & High Voltage / Power Electronics / Power Engineering
Electronics & Telecommunication	Electronics/Electronics & Telecomm./ Electronics & Communication
Instrumentation & Control	Electronics & Power / Electronics & Instrumentation / Instrumentation & Control/ Electrical, Instrumentation & Control
Computer Science	Computer Science/ Information Technology/MCA (three years)

#### HEALTH :

##### For MT (Tech)

Should be of sound physique, free from any physical defect. Medical standards stipulate minimum requirements of Weight 45 kg; Height 155 cm; Myopia and Hypermetropia, if any, not to exceed  $\pm 4.00$  in each eye and no squint or colour blindness, partial or full. Suitable relaxation in height and weight will be given to female candidates.

##### For MT (Admn.)

Should be of sound physique, free from any physical defect. Medical standards stipulate minimum requirements of Weight 45 kg; Height 155 cm; Myopia and Hypermetropia, if any, not to exceed  $\pm 6.00$  in each eye. Suitable relaxation in height and weight will be given to female candidates.

#### RESERVATIONS:

Reservations for SC/ST/OBC/Physically Handicapped categories will be provided as per Presidential Directives.

The OBC candidates who belong to 'Creamy layer' are not entitled to OBC concession and such candidates have to indicate their category as General. The OBC (non creamy layer) candidates are required to submit the requisite certificate in the prescribed format issued in the current financial year by the competent authority at the time of Interview, if called for.

Under the Persons with Disability category, while the post of Management Trainees (Technical) is open only for Orthopaedically disabled candidates, the post of Management Trainees (Administration) is open to all categories of disabilities.

**Category (SC/ST/OBC/PWD) 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.**

#### **SELECTION:**

Eligible candidates will be required to appear for a Written Examination, information for which will be provided in the Admit card. Candidates shortlisted on the basis of their performance in the Written Test will be intimated to appear for Group Discussion/Interview.

#### **WRITTEN TEST :**

Eligible candidates will be required to appear for objective type written test in at any one of the centres at Agartala, Allahabad, Bangalore, Baroda, Bhalai, Bhopal, Bhubaneswar, Bokaro, Chandigarh, Chennai, Dehradun, Delhi, Durgapur, Guwahati, Hyderabad, Jaipur, Jammu, Kochi, Kolkata, Lucknow, Mumbai, Nagpur, Patna, Ranchi, Rourkela, Salem, Trichy, Vijaywada and Visakhapatnam.

However, SAIL may add/delete any centre and allocate appropriate centre to the candidate.

The written test for both the above mentioned posts will be held on the same day as per the following schedule:

- i) For MT(Technical) - In the Forenoon session
- ii) For MT(Administration) - In the Afternoon session

Candidates can apply and compete for both or either of the above stated posts, subject to their fulfilling the eligibility conditions prescribed for each. Those interested in competing for both the posts will have to apply separately for each of the post with requisite fee and also will be required to appear in the tests in both the sessions at the same centre.

#### **GROUP DISCUSSION / INTERVIEW:**

Candidates shortlisted on the basis of their performance in the written test will be intimated to appear for Group Discussion/Interview, which may be held at short notice. Please visit the SAIL website for information on the same. SC/ST/OBC candidates will be given relaxation in prescribed qualifying level for written test, group discussion and interview.

#### **TRAINING & PROBATION:**

Candidates selected as Management Trainees will be placed on training for one year. The Management Trainees (Technical) will be registered as Apprentices under the provisions of Apprentices Act, 1961. After successful completion of training, the candidates shall be placed under probation for one year.

#### **EMOLUMENTS:**

The Management Trainees will be offered Basic Pay of Rs.20,600/- p.m. in the pay scale of Rs.20600-3%-46500 (E-1). On successful completion of training the Management Trainees will be designated as Junior Managers in the same scale of pay.

Besides Basic Pay, the MTs will also be paid Dearness Allowance. They will also be entitled for other perquisites and benefits such as PF, Gratuity and other perks & allowances as per rules of the Company in vogue. The CTC would be around Rs. 7 lakhs p.a. In addition, Company provides benefits like Leave encashment, housing/HRA and free medical facility for self and dependents as per rules in vogue.

An amount of Rs. 5000/- per month will be deducted from the total emoluments during the period of training and probation, as retention amount, on returnable basis on confirmation of service in the Company after successful completion of training and probation period (two years). The retention amount will be forfeited, on leaving the service/termination of service before confirmation.

Being direct recruitment on initial basic, the Company will not bear any liability on account of Salary/ leave salary/ pension contribution etc., of previous employment, if any.

#### **PLACEMENT :**

If selected, the candidates can be posted to any Plant/Unit location of the Company. The candidates will not be allowed to seek/ apply for transfer to any other plant/unit location of the Company for initial four years of service. For departmental candidates this restriction will be for initial two years.

#### **HOW TO APPLY:**

Eligible and interested candidates would be required to apply online only through SAIL's website: [www.sail.co.in](http://www.sail.co.in). **No other means/mode of application shall be accepted.**

Before registering their applications on the website the candidates should possess the following:

- a) Valid e-mail ID, which should remain valid for atleast one year.
- b) Pay in Slip for Rs.500/- as examination fee for General and OBC Candidates. Rs.100/- as processing fee for SC/ST/ PH/Departmental candidates. The Pay-in-Slip is to be downloaded from the website after filling in the required details.
- c) Candidates should have latest passport size photograph as well as photograph of signatures in digital format (.jpg or jpeg file only, of less than 500 kb size) for uploading with the application form.
- d) Candidates applying for both MT (Tech.) and MT (Admn.) should register separately with separate application and processing fee.

After applying online, candidate is required to download the system generated **Registration Slip** with unique registration number and other essential details.

#### MODE OF PAYMENT OF APPLICATION/PROCESSING FEE

State Bank of India has been authorized to collect the registration fee (examination fee), in a specially opened account (**No. 31836070568**) at CAG Branch, New Delhi, on behalf of SAIL. Candidate has to approach the nearby SBI branch with a printout of the “pay-in-slip” which is available on the Application Registration Portal. The pay-in-slip printed from the Portal only should be used for depositing the fee for proper crediting of amount in the allocated account. On receipt of the money the concerned branch of SBI will issue a unique Journal Number and a Branch Code of the branch collecting the money. This Journal Number and the Branch Code are to be filled up by the candidate during online registration. In case the candidate deposits the fee in a wrong account, SAIL will not be responsible. There will not be any other mode of collection of registration fee. Also please note that an amount of Rs.20/- will be paid by the candidate as Bank Charges to the collection branch of SBI in addition to the applicable registration/processing fee. The SBI branches will accept the fee from 10.00 AM of the starting date to 5.00 PM of the closing date of submission of online application.

Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying the application/processing fee.

#### **IMPORTANT :**

**All correspondence with candidates shall be done through e-mail only. All information regarding examination schedule/admit card/ interview call letters etc. shall be provided through email/uploading on SAIL website. Responsibility of receiving, downloading and printing of admit card/interview call/ any other information shall be of the candidate. SAIL will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/not receipt of information if a candidates fails to access his/her mail/website in time.**

**Candidates are not required to send any document to SAIL.** The candidates will be allowed to appear in the Written Test only if they possess the valid **Photo Admit Card** which will be available for download from the SAIL website as per schedule indicated below.

#### **GENERAL INSTRUCTIONS :**

- Candidates possessing full time degree course from Institutes approved/recognized by UGC/AICTE will only be eligible to apply. Only departmental candidates having degree/diploma through correspondence/part time course from approved/recognized institutes will be eligible to apply.
- The term departmental candidates means those candidates who are currently working with SAIL as permanent employees.
- Wherever CGPA/OGPA or letter grade in a degree is awarded; equivalent percentage of marks should be indicated in the online application form as per norms adopted by the University/Institute. The candidate will have to produce a copy of these norms with respect to his/her University/Institute at the time of Interview.
- If the PG Degree/Diploma in Management does not mention the area of specialization, specialization in the area will be considered only if the candidate has studied at least three subjects of the specialized course as elective subjects.
- Those candidates who are awaiting their final results can also apply. However, they will have to produce the final certificate of eligibility qualification at the time of Interview, otherwise their candidature will not be entertained.
- Candidature of a registered 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.
- Candidates employed in Govt. departments/PSUs/Autonomous Bodies will have to produce NOC at the time of interview.
- No request for change of examination centre will be entertained. However, SAIL reserves the right to cancel or add any centre depending on the response in that area/centre.
- If the SC/ST/OBC/PH certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self certified translated copy of the same either in English or Hindi.
- Candidates may visit the FAQs section on the SAIL website for any queries.
- Candidates should retain a photocopy of their **Pay in Slip** and Registration Slip as they can be asked to produce it for future reference.
- SAIL reserves the right to cancel/restrict/enlarge/modify/alter the requirements advertised, if need so arise, without issuing any further notice or assigning any reason thereto.
- The health standards indicated above are minimum pre-requisites. However, appointment of selected candidates will be subject to their passing the Company's Medical Examination as per standards laid down under SAIL's Medical & Health Policy.

- The candidates applying against this advertisement, may be considered for appointment in any of subsidiaries/ joint venture Companies of SAIL. In such case their appointment will be as per the terms and conditions of the respective subsidiary/joint venture Company.
- Court of jurisdiction for any dispute will be at Delhi.

**IMPORTANT DATES**

1.	Starting date for submitting applications through website	27.07.2011
2.	Closing date for submitting applications through website	17.08.2011
3.	Starting date for downloading of Admit Card from SAIL website for written examination	05.09.2011
4.	Tentative Date of Written Test (will be confirmed in Admit Card)	25.09.2011