



## राष्ट्रीय सीमेंट एवं भवन सामग्री परिषद्

(भारत सरकार के वाणिज्य एवं उद्योग उद्योग मंत्रालय के प्रशासनिक शासनाधीन)

### NATIONAL COUNCIL FOR CEMENT AND BUILDING MATERIALS

(Under the Administrative Control of Ministry of Commerce & Industry, Govt. of India)

३४ कि.मी. स्टोन/34 Km Stone, दिल्ली-मथुरा रोड (राष्ट्रीय राजमार्ग-२) Delhi-Mathura Road (NH-2)

बल्लबगढ़-१२१००४/ Ballabgarh-121004, हरियाणा/ Haryana, भारत /India

दूरभाष / Ph : +91-129- 2666600; वेबसाइट/Website: - www.ncbindia.com

आवश्यकता है (अनुबंध के आधार पर)

REQUIRES (on Contract Basis)

(for NCB-Ballabgarh)

S NO	Post	Eligibility Criteria	Work Responsibilities	Age Limit (Max)	Consolidated Salary (Rs) (Per Month)	No of Posts
1	Project Engineer (Electrical Engineering) Post Code- BLB/01	B.E. / B. Tech (Electrical / Electrical & Electronics/ Instrumentation Engg.) with minimum 3 years of post-qualification experience or M.E./ M. Tech (Electrical / Electrical & Electronics/ Instrumentation Engg.) with minimum 1 year of post-qualification experience	<b>Third Party Quality Assurance (TPQA)</b> of: - Inspection of internal electrical works for buildings and their electrical drawings. - Inspection of all types of wires and cables, conduits, switches, sockets, regulators, electrical panels, rising mains/ bus ducts, switches, GI pipes, terminal blocks and connectors, cable glands and trays, lamps, tubes and luminaries, fans, fixtures, fittings, HDPE pipes, DG sets, transformers, MCCBs, RCCBs, etc. materials and equipment, rating of components and conformity to standards. <b>Energy Audits</b> for cement plants: - Carry out energy audit studies of electrical aspects like HT/LT motors, transformers, lighting system etc. in cement plants, cement grinding units in India. <b>Project Engineering and System Design (PSD)</b> for cement plants: - Assist in preparation of PFRs, TEFRs, DPRs, project engineering activities, project procurement assistance, site activities, system design audits and Project Monitoring and Control (PMC).	30 Yrs	Rs. 40,500/-	Total-02 UR-01 OBC-01
2	Project Engineer (Electrical Engineering) Post Code- BLB/02	B.E. / B. Tech (Electrical / Electrical & Electronics/ Instrumentation Engg.)	<b>Third Party Quality Assurance (TPQA)</b> of: - Inspection of internal electrical works for buildings and their electrical drawings. - Inspection of all types of wires and cables, conduits, switches, sockets, regulators, electrical panels, rising mains/ bus ducts, switches, GI pipes, terminal blocks and connectors, cable glands and trays, lamps, tubes and luminaries, fans, fixtures, fittings, HDPE pipes, DG sets, transformers, MCCBs, RCCBs, etc. materials and equipment,	28 Yrs	Rs. 37,000/-	Total-03 UR-01 OBC-01 SC-01

			<p>rating of components and conformity to standards.</p> <p><b>Energy Audits</b> for cement plants: - Carry out energy audit studies of electrical aspects like HT/LT motors, transformers, lighting system etc. in cement plants, cement grinding units in India.</p> <p><b>Project Engineering and System Design (PSD)</b> for cement plants: - Assist in preparation of PFRs, TEFRs, DPRs, project engineering activities, project procurement assistance, site activities, system design audits and Project Monitoring and Control (PMC).</p>			
3	Draftsman (Designer)  Post Code- BLB/03	Diploma in Mechanical Engg. with minimum 5 years experience in the relevant field.	<p>- Preparation &amp; Review of Flowsheets, layout, G.A. drawings, structural &amp; fabrication details for cement plant and its equipment.</p> <p>- Fluent in AutoCAD, good communication (writing) and computer skills.</p>	30 Yrs	Rs. 25,200/-	01 UR
4	हिंदी अनुवादक  पोस्ट कोड - बीएलबी/04	उम्मीदवार को हिंदी और अंग्रेजी मुख्य विषयों के रूप में प्रथम श्रेणी स्नातक की डिग्री (जिसमें अनिवार्य और वैकल्पिक विषय शामिल हैं) होनी चाहिये। उम्मीदवार को हिंदी प्रयोग (शब्दावली कार्य) का 03 वर्ष का अनुभव और अंग्रेजी से हिंदी या इसके विपरीत अनुवाद कार्य करने का भी अनुभव होना चाहिए।	<p>राजभाषा विभाग, गृह मंत्रालय, भारत सरकार के अनुदेशों का पालन</p> <p>हिंदी से संबंधित फाइलों और अभिलेखों को बनाए रखना</p> <p>आधिकारिक पत्रिकाओं, पुस्तकों, प्रपत्रों, परिपत्रों, मैनुअल, लेखों के प्रकाशनों का हिंदी में अनुवाद करना</p>	28 वर्ष	रु. 23,800/-	01 अनारक्षित
5	कनिष्ठ हिंदी सहायक  पोस्ट कोड - बीएलबी/05	उम्मीदवार को मुख्य विषयों के रूप में हिंदी के साथ स्नातक की डिग्री (जिसमें अनिवार्य और वैकल्पिक विषय शामिल हैं)	अंग्रेजी और हिंदी दोनों में सहज टाइपिंग दोनों भाषाओं में टाइपिंग के गति 30 शब्द प्रति मिनट से अधिक होनी चाहिए।	25 वर्ष	रु. 22,400/-	01 अनारक्षित

**Note:-**

- 1 All posts are for Indian Nationals.
- 2 All posts shall be filled by contract appointment only.
- 3 The tenure of the contractual position will be initially for a period of one year, which can be extendable depending on the requirement, upto maximum 3 years only.
- 4 Reservation & Concession/relaxation applicable as per Government of India Rules.
- 5 Canvassing in any form and/or bringing influence political or otherwise will be treated as a disqualification for the post.
- 6 Interim queries will not be entertained.

- 7 Incomplete application without the supporting documents (Date of Birth (caste, disability certificate if applicable), experience certificate, etc.) and, application received after the last date will be summarily rejected and no communication will be made/ entertained in this regard.
- 8 Candidates working in Government/ PSUs/ Autonomous bodies etc. shall send their application through proper channel or shall send a 'No Objection Certificate' from their present employer along with the application, failing which the application shall be summarily rejected at the time of screening.
- 9 The crucial date for determining (age) eligibility will be 21 days after the date of publication (starting date of the week) in Employment News.
- 10 Interested candidates may apply to the above postal address by sending their application in the prescribed format along with recent passport size photograph to the Director General, National Council for Cement and Building Materials within 21 days from the date of publishing of advertisement in the Employment News, giving all details related to name, age, qualification, experience, postal address, contact number etc. along with self-attested copies of all mark sheets/degrees and experience details. Application received through email etc., will not be considered. (Format is uploaded in NCB website).
- 11 Interested candidates may visit NCB website at [www.ncbindia.com](http://www.ncbindia.com) for details.
- 12 No relaxation/concession in academic qualification and experience.
- 13 NCB reserves the right to amend/delete/ or cancel any advertisement (part or full) at any point of time without mentioning any reason.
- 14 Written Test followed by personal discussion will be conducted by Selection Committee for the shortlisted candidates/applicants after the screening by Screening Committee.
- 15 NCB reserves the right to set the syllabus & question papers for various posts.
- 16 Any amendment or any post advertisement information shall be uploaded on NCB Website only.
- 17 Candidates applying for more than one post should send separate application.

**महानिदेशक**  
**DIRECTOR GENERAL**