



**HINDUSTAN URVARAK & RASAYAN LIMITED**  
**A JV OF IOCL, NTPC, CIL, FCIL & HFCL**

**Advt. No.: E/2/2024**

**Date: 16.04.2024**

Hindustan Urvarak & Rasayan Limited (HURL) is a joint venture company incorporated by Indian Oil Corporation Limited (IOCL), NTPC Limited (NTPC), Coal India Limited (CIL) with Fertilizer Corporation of India Limited (FCIL) and Hindustan Fertilizer Corporation Limited (HFCL) with a prime objective to establish and operate state of the art environment friendly and energy efficient Natural Gas based Fertilizer Complexes (Ammonia-Urea) of 2200 MTPD Ammonia and 3850 MTPD Urea (1.27 MMTPA neem coated urea) at Gorakhpur (Uttar Pradesh), Sindri (Jharkhand) & Barauni (Bihar), and simultaneously market their products, thus spurring economic growth.

HURL needs dynamic, hard-working & talented professionals as under:

Employment Type: Regular

| Sr. No. | Position/ Cadre | Discipline            | Upper Age Limit (in Years) | No. of Vacancies | Minimum Educational Qualification   | Post Qualification inline Executive Work-Experience (Domain of Experience)   | Minimum Years of Executive Work Exp. Required |
|---------|-----------------|-----------------------|----------------------------|------------------|---|--|---|
| 1       | Manager/ (L2)   | Contracts & Materials | 40                         | 03               | Degree in Engineering (in any specialization) with 60% marks OR Full-time regular MBA (Materials Management) with 60% marks OR Full-Time PG Diploma in Materials Management with 60% marks (02 years regular course) (Recognized as equivalent to MBA by UGC/ AICTE). | Experience of Work on SAP system. MIS Preparation Knowledge of deviation, Scrap disposal, Life cycle of Tendering process Receipt of PR, Vendor Enlistment, TD vetting, Floating of Tender Enquiry, Re-tendering, Bid opening, CS Preparation, Negotiation, Award Proposal, Placement of PO, Payment & Closure of Case, Post award & Follow Up, Controlling material management activities such as purchasing, inventory control, material inspection, store- keeping, material handling, transportation, packing, import management, import substitution, Valve engineering, spare parts control, preferably in Fertilizer/ Chemical/ Petro- Chemical/ Hydrocarbon industry/PSU/Government organization only. | 12  |
| 2       | Manager/ (L2)   | Chemical (O&U)        | 40                         | 02               | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with a minimum aggregate of 60% marks. (Candidates having BOE (Boiler Operation Engineer) certification may be given preference)                                 | Experience in the management of process operations, and troubleshooting in continuous operating plants i.e. candidate should be conversant with DCS Control in a large Ammonia & Urea plant or in a large petrochemical plant or in a large petroleum refinery only of State/ Central Government Undertaking(s) and/or in a Large Private Sector Organization(s) of repute.  | 12  |
| 3       | Manager/ (L2)   | Chemical (Ammonia)    | 40                         | 02               | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with a minimum aggregate of 60 % marks.  | Experience in the management of process operations, and troubleshooting in continuous operating plants i.e. candidate should be conversant with DCS Control in a large Ammonia & Urea plant or in a large petrochemical plant or in a large petroleum refinery only of State/ Central Government Undertaking(s) and/ in a Large Private Sector Organization(s) of repute.  | 12  |

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|    |                 |                            |    |    |  |   |    |
|----|-----------------|----------------------------|----|----|--|---|----|
| 4  | Manager/ (L2)   | Chemical(Urea)             | 40 | 03 | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with minimum aggregate of 60 % marks.   | Experience in the management of process operations, and troubleshooting in continuous operating plants i.e. candidate should be conversant with DCS Control in a large Ammonia &Urea plant or in a large petrochemical plant or in a large petroleum refinery only of State/ Central Government Undertaking(s) and/or in a Large Private Sector Organization(s) of repute.  | 12 |
| 5  | Manager/ (L2)   | Chemical (Process Support) | 40 | 02 | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with minimum aggregate of 60 % marks.   | Experience in Process engineering of Ammonia,Urea Fertiliser Complex of State/ Central Government Undertaking(s) and/or in a Large Private Sector Organization(s) of repute.<br>Knowledge of Process-related standards and working experience of Process engineering software packages, working knowledge of Health, Safety and Environment regulation (SHE) would be an added advantage.   | 12 |
| 6  | Manager/ (L2)   | Marketing                  | 40 | 06 | B.Sc. (Agri) with M.Sc. in agriculture with minimum 60% marks or (BSc. (Agri)/ B Tech in any discipline) with full time MBA/PGDBM (minimum Aggregate 60% marks) in (Marketing/Agri-Business Marketing/Rural Management) recognized by UGC/AICTE.   | Marketing experience in sale of Agri Inputs Fertilizers, organic/Bio-Fertilizers, Agrochemicals, Seeds in the rural market in selling Crop Care Products (Pesticides/Bio pesticides/ Plant Growth Promoters) International Marketing/ Fertilizers Imports, Soil, and water analysis, Handling Soil testing Equipment's including Atomic Absorption Spectrophotometer, Laboratory Research of agriculture, etc in a company of repute. | 12 |
| 7  | Engineer/ (L-1) | Chemical(Urea)             | 30 | 08 | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with a minimum aggregate of 60 % marks.   | Experience in the management of process operations, and troubleshooting in continuous operating plants i.e. candidate should be conversant with DCS Control in a large Ammonia &Urea plant or in a large petrochemical plant, or in a large petroleum refinery only of State/ Central Government Undertaking(s) and/ or in a large Private Sector Organization(s) of repute.  | 02 |
| 8  | Engineer/ (L-1) | Chemical (Ammonia)         | 30 | 08 | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with a minimum aggregate of 60 % marks.   | Experience in the management of process operations, and troubleshooting in continuous operating plants i.e. candidate should be conversant with DCS Control in a large Ammonia &Urea plant or in a large petrochemical plant or in a large petroleum refinery only of State/ Central Government Undertaking(s) and/ or in a Large Private Sector Organization(s) of repute.   | 02 |
| 9  | Engineer/ (L-1) | Chemical(O&U)              | 30 | 08 | Full-time regular Engineering Degree, approved by AICTE/UGC or AMIE in Chemical/ Chemical Technology with a minimum aggregate of 60% marks.<br><br>(Candidates having BOE (Boiler Operation Engineer) certification may be given preference)   | Experience in the management of process operations, and troubleshooting in continuous operating plants i.e. candidate should be conversant with DCS Control in a large Ammonia &Urea plant or in a large petrochemical plant or in a large petroleum refinery only of State/ Central Government Undertaking(s) and/or in a Large Private Sector Organization(s) of repute.  | 02 |
| 10 | Engineer/ (L-1) | Instrumentation            | 30 | 10 | Full-time regular Engineering Degree in (Instrumentation OR Instrumentation & Control OR Electronics & Instrumentation OR Electronics Instrumentation & Control OR Industrial Instrumentation OR Process Control Instrumentation OR Electronics & Electrical OR Electronics & Instrumentation OR Electronics & Communication OR Electronics & Control OR | In process control instrumentation in Fertilizer / Continuous Process Chemical / Petro - Chemical industries / Power Generation / commissioning / trouble-shooting of DCS / ESD systems, programming & calibration of SMART field instruments, Mass Spectrometer, gas chromatographs, analysers, electronic governors, anti-surge controllers will be an added advantage.   | 02 |

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|----|----------------|-----------------------|----|----|--|---|----|
|    |                |                       |    |    | Electronics & Communication) Engineering approved by AICTE/UGC or AMIE with minimum aggregate 60 % marks.  |   |    |
| 11 | Officer/ (L-1) | Safety                | 30 | 02 | Full-time regular Engineering Degree in Fire Engg. / Safety & Fire Engg. OR Engineering Degree in Electrical / Mechanical / Chemical, approved by AICTE/UGC or AMIE with minimum aggregate 60 % marks and Diploma in Industrial Safety from CLI/ RLI OR Divisional Officers Course from National Fire Service College (NFSC), Nagpur | Experience in recognized Fire station/ Ammonia Urea fertilizer complex / Continuous process chemical / Petro Chemical refinery.   | 02 |
| 12 | Officer/ (L1)  | Marketing             | 30 | 05 | B.Sc. (Agri) with M.Sc. in agriculture with minimum 60% marks or (BSc. (Agri)/ B Tech in any discipline) with full time MBA/PGDBM (minimum Aggregate 60% marks) in (Marketing/Agri-Business Marketing/Rural Management) recognized by UGC/AICTE.   | Marketing experience in sale of Agri Inputs Fertilizers, organic/Bio-Fertilizers, Agrochemicals, Seeds in the rural market in selling crop care products (Pesticides/Bio pesticides/ Plant Growth Promoters) International Marketing/ Fertilizers Imports, Soil and water analysis, Handling Soil testing Equipment's including Atomic Absorption Spectrophotometer, Laboratory Research of agriculture.  | 02 |
| 13 | Officer/ (L1)  | Contracts & Materials | 30 | 04 | Degree in Engineering (in any specialization) with 60% marks OR Full-time regular MBA (Materials Management) with 60% marks OR PG Diploma in Materials Management with 60% marks (02 years regular course) (Recognized as equivalent to MBA by UGC/ AICTE).  | Experience in Processing of PR., Processing of QR. Vendor enlistment. Tender enquiry floating. Opening of Tender Technical suitability. CS preparation, negotiation with party, preparation of award & its related approvals. Handling of SD, EMD & BG and proper disposal. Follow up & expedition of orders. Purchase accounting. Indent closing. Vendor registration & evaluation. Computerization / MIS System in /PSU/Government organization.  | 02 |
| 14 | Officer/(L1)   | Finance               | 30 | 03 | Member of Institute of Chartered Accountants or Cost Accountants of India (CA/CMA) or Two years full time regular PGDM/ MBA with specialization in Finance with minimum 60% marks. (Candidates with dual specialization or General MBA shall not be eligible to apply.)  | Experience in Preparation and Finalization of Accounts/Audit/Taxation including but not limited to GST, Income Tax etc./Treasury Management/Handling with banks and submission of required data to banks/Vendor and Tax Payments/ Due Diligence of proposals received from banks and other financial institutions, experienced in handling working capital management activities and submission of stock statement to banks Repayment of project term loans and compliance , hands on experience in dealing with accounting and financial matters/proposals and evaluation thereof and budgeting activities of company.   | 02 |
| 15 | Manager(L2)    | Finance               | 40 | 02 | Member of Institute of Chartered Accountants or Cost Accountants of India (CA/CMA) or Two years full time regular PGDM/ MBA with specialization in Finance with minimum 60% marks. (Candidates with dual specialization or General MBA shall not be eligible to apply.)  | At least 12 years' Experience related to at least two of the following area(s) in SAP/ERP environment hands on experience and exposure to executing and managing finance areas, out of which at least five years experience should be in a company/firm having annual turnover of at least Rs 100 Crores in any year of service, preferably in a manufacturing/process flow company/firm, Budgeting and Costing, Reporting and Budgetary Control/Analysis Cost Reporting, Monitoring and Audit/Analysis and Statutory compliances. Banking and Treasury Cash Flow Management Term Loan & Consortium management/ Management of working capital facilities and related matters/ Due Diligence of proposals received from banks and other financial institutions Credit rating of loan facilities from credit rating, Liaisoning and coordination with Company | 12 |

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|----|--------------------|---------|----|----|--|--|----|
|    |                    |         |    |    |  | Secretary for agenda for Audit Committee and Board Approval. Credit Control & Debtors Management., Preparing and reviewing financial statements, Audit, forecasting & reporting to Management & Stakeholders/ Procurement Due Diligence thereof, Legal & statutory compliances, including direct and indirect taxes, Financial evaluation of proposals Accounting, reconciliation and control of trading of various Agri inputs. Preference will be given to candidates having additional professional qualifications and/or exposure and knowledge of the fertiliser sector or process industry.  |    |
| 16 | Chief Manager-(L3) | Finance | 47 | 02 | Member of Institute of Chartered Accountants or Cost Accountants of India(CA/CMA) or Two years full time regular PGDM/ MBA with specialization in Finance with minimum 60% marks. (Candidates with dual specialization or General MBA shall not be eligible to apply.) | <ul style="list-style-type: none"> <li>➤ At least 19 years post qualification experience out of which 5 years in a mid-management level, preferably in a SAP/ERP environment having In depth understanding and overall exposure to managing finance function including at least 2 or more of following areas, preferably in a mid/large manufacturing company/process industry/process industry with annual turnover of atleast Rs 100.00 Crore. In any year during the year of service.</li> <li>➤ Budgeting and Costing Revenue Budgeting, Reporting and Budgetary Control</li> <li>Cost Reporting, monitoring, and Audit.</li> <li>➤ Trade Finance</li> <li>➤ Coordination with SAP coordinator for resolving day to day problems of Finance Department</li> </ul> <p>Banking and Treasury Cash Flow Management Term Loan, Working Capital &amp; Consortium management, arrangement of additional working capital, refinancing of loans. Due Diligence of proposals received from banks and other financial institutions Credit rating of loan facilities from Credit Rating Agencies</p> | 19 |

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|  |  |  |  |  |  | <p>Credit Control &amp; Debtors Management</p> <ul style="list-style-type: none"> <li>➤ Preparing and reviewing financial statements, Audit, forecasting &amp; reporting to Management &amp; Stakeholders</li> <li>➤ Procurement Due Diligence thereof, Legal &amp; statutory compliances, including direct and indirect taxes</li> <li>➤ Financial evaluation of proposals of the company.</li> <li>➤ To inform and guide top management with latest updates in finance and taxation areas.</li> </ul> <p>Liaisoning and coordination with Company Secretary for agenda for Audit Committee and Board Approval.</p> <p>Preference will be given to candidates having additional professional qualifications and/or exposure and knowledge of the fertilizer sector or process industry.</p> |  |
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Employment type: Fixed terms Contract (Initially for 3 Years extendable up to further 2 Years) on FTC Basis

| Sr. No | Position/<br>Cadre             | Discipline              | Upper Age Limit<br>(inYears) | No. of Vacancies | Minimum Educational Qualification  | Post Qualification inline ExecutiveWork-Experience<br>(Domain of Experience)  | Minimum Years of Executive Work Exp. Required |
|--------|--------------------------------|-------------------------|------------------------------|------------------|--|---|---|
| 1      | Assistant Manager/<br>(L1) FTC | Corporate Communication | 45                           | 01               | Full-time regular Degree or Post Graduate Diploma in Communication/ Advertising & Communication Management/ Public Relations/ Mass Communication/ Journalism with at least 60% marks from a recognised University/ Institution.  | Experience in Corporate Communication, Public Relations, Social Media, relevant area in a Govt. / Public Sector Undertaking or private company of repute. The incumbent should possess writing and research skills, and be familiar with planning and implementing publicity and public relations activities.   | 07  |
| 2      | Assistant Manager/<br>(L1) FTC | Human Resource          | 45                           | 01               | Full-time regular MBA/ MSW/Integrated 5 years MBA/ Post Graduate Degree or Diploma of minimum 02 years duration in HRM or Personnel Management or Personnel Management & Industrial Relations from a recognized University / Institute with minimum aggregate 60 % marks.<br><br>Degree in Law (LLB) is desirable. | Post qualification experience in Recruitment, HR, Compliance, Policy framing, employee engagement activities, CSR etc of any Government/Public Sector/Autonomous Body/MNC/ Private Organization.  | 07  |
| 3      | Assistant Manager/<br>(L1) FTC | Marketing               | 45                           | 05               | B.Sc. (Agri) with M.Sc. in agriculture with minimum 60% marks or (BSc. (Agri)/ B Tech in any discipline) with full time MBA/PGDBM (minimum Aggregate 60% marks) in (Marketing/Agri-Business Marketing/Rural Management) recognized by UGC/AICTE.   | Marketing experience in sale of Agri Inputs Fertilizers, organic/Bio- Fertilizers, Agrochemicals, Seeds in the rural market in selling crop care products (Pesticides/Bio pesticides/ Plant Growth Promoters) International Marketing/ Fertilizers Imports, Soil and water analysis, Handling Soil testing Equipment's including Atomic Absorption Spectrophotometer, Laboratory Research of agriculture. | 07  |
| 4      | Officer/ (L1) FTC              | Legal                   | 35                           | 03               | 3 years Bachelor Degree in Law (LLB)/ 5 year integrated law degree, Full time basis from recognized Indian University / Institute) with 60% marks.   | Experience in legal, arbitration, vetting of contracts and service-related matters in a company of repute/ LAW Firm.  | 05  |

- To apply for the post of Manager, a candidate must be holding at least a post of Assistant Manager in the current organisation
- All qualifications should be from an Indian university/ Institute recognized by AICTE/ appropriate statutory authority. In case of qualifications acquired from foreign Universities/Institutes, the candidate shall be required to produce an equivalence certificate for such qualifications. The corresponding equivalent Indian qualifications shall be recognized by AICTE/Appropriate Statutory Authority.
- For FTC, the engagement is purely on fixed tenure basis and it is not against any permanent vacancy. This placement will not entitle any candidate to claim for regular/permanent employment in the company.