

 <p>एन एस आई सी NSIC</p>	THE NATIONAL SMALL INDUSTRIES CORPORATION LIMITED (A Government of India Enterprise) Corporate Identification No. U74140DL1955GOI002481 Advt. No. NSIC/HR/17/2025	 <p>Azadi Ka Amrit Mahotsav</p>
<p>The National Small Industries Corporation Ltd. (The premier Mini-Ratna Government of India Enterprise under Ministry of Micro, Small and Medium Enterprises) invites applications from Professionals with suitable domain expertise to be engaged as Electrical Engineer (on contract basis) in the Corporation and/or its subsidiaries.</p> <p>The last date of receiving the applications is 03.12.2025 (upto 06.00 P.M.). Detailed Job Description, Terms & Conditions and Application Form are given below</p>		

I. Eligibility Criteria and Key Responsibilities:

1.	Job Title	Electrical Engineer (On Contract basis)
2.	No. of Posts	01 (One) Contractual
3.	Qualification	<u>Essential:</u> First Class B.E. / B.Tech degree with 60% marks in Electrical Engineering from recognized University or Institution.
4.	Post Qualification Experience	02 (Two) Years
5.	Required Skills & Experience	<u>Required Skills and Experience :</u> <ul style="list-style-type: none"> • Experience in carrying out construction/maintenance of buildings/ electrical sub-stations/Solar Panel installations/ Green Buildings, STPs, WTPs • Preparation of preliminary estimates, detailed estimate, tender documents, contract management • Having basic knowledge of building bye-laws related to internal and external electrification works. • Liaisoning with various stakeholders such as architects/statutory bodies. Monitoring and inspecting works awarded to the contractors, administering contracts, managing projects, inspecting properties to check structural stability.
6.	Key Roles & Responsibilities	The appointed Contract Engineer (Electrical) shall work within the organisation to support various construction, installation, and maintenance activities which shall include the following among other responsibilities assigned from time to time: Key Responsibilities: <ul style="list-style-type: none"> • Design, develop, and maintain internal and external electrical systems; plan projects, oversee installation/testing, ensure safety & quality compliance, manage budgets, and troubleshoot issues. Implement and monitor Preventive Maintenance schedules;

		<p>diagnose and repair faults to minimize downtime.</p> <ul style="list-style-type: none"> • Operate, maintain, and conduct trial runs; monitor fuel use and record parameters of DGs. • Check power/lighting supplies, attend minor faults, ensure safety of lifts/elevators. • Routine checks, cleaning, monitoring energy output, and minor fault rectification in inverters/panels for Solar Panel System. • Manage switching operations, monitor street/high mast/common area lights, detect and fix faults. • Maintain HT/LT panels, transformers, switchgears, earthing, fire alarms, and general fittings. • Adhere to NEC/IEC/OSHA codes; conduct audits and risk assessments for safety. • Record maintenance, inspections, repairs, and meter readings in CMMS/logbooks. • Maintain spare parts stock for critical electrical components. <p>The Contract Engineer (Electrical) should possess a deep knowledge of internal/external electrical systems, installation practices, safety codes, and regulatory compliance. S/he is expected to assess and identify technical challenges and opportunities at project sites and recommend solutions in the interest of safe, timely, and quality execution.</p> <p>The selected Contract Engineer (Electrical) shall work for the Corporation on project planning and execution strategy, ensure adherence to electrical engineering standards, provide insights on energy efficiency and system reliability, and help explore or create opportunities for sustainable infrastructure development of the Corporation or any other role as may be assigned.</p>
7.	Age Limit	Should be below 31 years of age as on date of Advertisement.
8.	Tenure	Contractual tenure for an initial tenure of 3 years with periodic performance review. The Contract may be further extended depending upon organizational requirement prevailing at the time of completion..
9.	Remuneration	Rs. 50,000/- per month (inclusive of Provident Fund and other admissible benefits) with 10% annual increment in consolidated remuneration upon successful completion of one year of service, conditional upon performance as appraised by designated Controlling Officer.
10.	Place of Posting	New Delhi
11.	Last Date for receipt of application in NSIC	03.12.2025 (6.00 PM)
12.	Email Address for application and future communication	Interested candidates may please send a scanned copy of their application (alongwith enclosures) duly filled in the prescribed format (with a colour pp photo and duly signed at <u>hrm@nsic.co.in</u>

III Terms & Conditions

- a) The Candidates short-listed will be called for interaction / interview by Selection Committee.
- b) The engagement will purely be on Contractual basis. Official time of duty shall be 9.30 a.m. to 6.00 p.m.
- c) The position is on full-time basis and the incumbent shall not be permitted to take up any other assignment during the period of engagement in other Company.
- d) The engagement can be terminated by the Company at any time without assigning any reason thereof by giving 30 (Thirty) days' notice or compensation in lieu thereof. However, in case applicant wishes to resign, he/ she will have to give 30 days' advance notice or remuneration in lieu thereof before terminating the engagement.

IV Other Terms & Conditions

- a) **Posting on Engagement** - The place of posting shall be New Delhi. However, the candidate understands that the organization has All India transfer liability.
- b) **Secrecy** - The applicant will maintain all information documents/ materials gathered during the course of the engagement in strict confidence. They will not copy or make notes of such information / documents except in conjunction with the work for the Company. They will not divulge to anyone outside the Company or use any of the information / documents/ materials gathered during the course of engagement for their own or anyone else's benefit, either during or after the terms of engagement with the Company. The aforesaid obligation shall also apply to proprietary/ confidential information / documents of third parties received by them or the Company in the normal course of the engagement with the Company.
The applicant shall, while demitting the office, handover all information / documents/ materials (in soft/ hard format) under their possession, during the engagement period, to the employee as communicated by the Management.
- c) **Tax** – The compensation is subject to the applicable Income Tax.
- d) **Other Allowances** - He/She will not be entitled to any benefit or compensation available to the regular employees of NSIC.
- e) **Reporting Relationships** - During course of their engagement, the applicant will employ themselves efficiently, diligently and to the best of their ability shall devote their whole time and attention to the interest of the Company and generally carry out work as assigned to them and shall comply with all lawful orders and directions given by the CMDs/ Directors/HoDs/Reporting Officer as the case may be. They shall honestly, diligently and faithfully serve the Company and use utmost endeavour to promote the interest of the Company.
- f) **Expiry of Terms of Engagement** - Unless the ad-hoc period of engagement is extended further or terminated earlier by giving 30 days' notice or payment in lieu thereof, the engagement will come to an automatic end on the expiry of the period of engagement stipulated in the offer letter and no notice will be necessary.

- g) **Termination of Contract** - The Competent Authority reserves the right to terminate the contract, by giving 30 days' notice or 30 days compensation in lieu thereof to the applicant without assigning any reasons.
- h) **Joining on appointment** - The applicant is required to join within 15 days of the offer of engagement or in exceptional circumstances, as approved by the Competent Authority. In the event of failure to join within the stipulated period, the offer of engagement shall stand withdrawn automatically.
- i) **Conflict of Interest** - The applicant appointed by the Company, shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of the Company.
- j) **Vigilance clearance** shall be obtained in r/o candidate engaged from Government Departments from his / her previous departments / organizations as per internal policy. In absence of the same, due antecedent check/police verification may be required to be done.

V. How to apply

1. The selection shall be made by the "Selection Committee" duly constituted for this purpose at NSIC through an interaction / personal interview of the eligible candidates.
2. Along with application duly self-attested detailed resume and relevant certificates w.r.t. educational, professional qualification and experience must be enclosed.
3. The application alongwith the relevant documents may be sent on or before 03.12.2025 by post or on email: **hrm@nsic.co.in** to :

Deputy General Manager (HRMV)
National Small Industries Corporation Limited
(A Government of India Enterprise)
NSIC Bhawan, Okhla Industrial Estate,
New Delhi-110020
Tel: 011-26926275

THE NATIONAL SMALL INDUSTRIES CORPORATION LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)

Applications from Professionals with suitable domain expertise to be engaged as Electrical Engineer (On Contract Basis) in the Corporation and/or its subsidiaries.

Please attach
passport size
photograph

1. Name (Mr. / Mrs. / Ms.) : _____
2. Gender (Male/Female) : _____
3. Date of Birth (DD/MM/YY) : _____
4. Qualification : _____
5. PAN/AADHAR No. : _____
6. Languages Known : (a)_____ (b)_____ (c)_____ (d)_____
7. Correspondence Address : _____

District: _____,

State:_____ PIN_____

8. Telephone Number : +91- (STD_____)-_____
9. Mobile Number : +91- _____
10. Email : _____@_____

11. Details with experience:

#	Name of the organization	Position held (Designation)	Scale of pay / Level	Period		Job description
				From	To	

(Please attach separate sheet for experience, job description etc., if any, as annexure)

12. Two References:

1. _____ 2. _____

I hereby certify that the information furnished by me is correct and I am eligible for the said engagement.

Signature

(Name) _____

Date:

Place:

Note:

Attach duly self-attested detailed resume and relevant certificates w.r.t. educational, professional qualification and experience.