

Ref: B&R/HR/RECRUITMENT/2016/2



**Bridge & Roof Co. (India) Ltd.**  
(A Govt. of India Enterprise)

**RECRUITMENT**

Bridge & Roof Co.(India) Ltd., a Mini Ratna, Category-I Central Public Sector Enterprise under Ministry of Heavy Industries and Public Enterprises and a one source multi-disciplinary Construction Company invites applications from Indian nationals for the following posts :

**A. TECHNICAL CADRE**

Sl. No.	Designation	Qualification	Grade	Scale of Pay Revised (2007 pay scale)( ` )	Total Pay Package at Initial Basic pay per month ( ` )	Relevant Minimum Post Qualification experience relevant Fields (in years)	Max. Age (Relaxation as per reservation norms)	Place of Posting
1	Construction Manager (Civil )	BE/ B.Tech (Civil)	E-4	29,100-3%-54,500	70,538/-	12 Years	47 Years	Project Sites
2	Construction Manager (Mech.)	BE / B.Tech (Mech.)	E-4	29,100-3%-54,500	70,538/-	12 Years	47 Years	Project Sites
3	Dy. Construction Manager (Civil)	BE/ B.Tech (Civil)	E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	Project Sites
4	Dy. Manager (Civil) Design	BE/ B.Tech (Civil)	E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	Kolkata / Howrah
5	Asst. Manager (Civil) Design	BE/ B.Tech ( Civil) / Diploma in Civil Engg.	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	Project Sites
6	Dy. Construction Manager (Mech.)	BE / B.Tech (Mech.)	E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	Project Sites
	Asst. Construction Manager (Mech.)	BE/ B.Tech (Mech) / Diploma in Mechanical Engg.	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	Project Sites
	Construction Engineer (Mech.)		E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	Project Sites

Sl. No.	Designation	Qualification	Grade	Scale of Pay Revised (2007 pay scale) ( ` )	Total Pay Package at Initial Basic pay per month ( ` )	Relevant Minimum Post Qualification experience relevant Fields (in years)	Max. Age (Relaxation as per reservation norms)	Place of Posting
7	Asst. Construction Manager (Civil)	BE/ B.Tech (Civil) / Diploma in Civil Engg.	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	Project Sites
	Construction Engineer (Civil)		E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	Project Sites
8	Dy. Construction Manager (Electrical)	BE/ B.Tech (Electrical)	E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	Project Sites
	Asst. Construction Manager (Electrical)	BE/ B.Tech (Electrical) / Diploma Engg. (Electrical)	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	
	Construction Engineer (Electrical)		E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	
9	Assistant Manager (Electronics & Instrumentation)	BE/ B.Tech (Electronics & Instrumentation) / Diploma in (Electronics & Instrumentation) Engg.	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	Project Sites
	Engineer (Electronics & Instrumentation)		E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	Project Sites
10	Assistant General Manager (Commercial)	BE/ B.Tech. Degree in any discipline.	E-5	32,900-3%-58,000	79,750/-	15 Years	50 Years	Kolkata Office / Zonal Offices
	Manager (Commercial)		E-4	29,100-3%-54,500	70,538/-	12 Years	47 Years	
	Deputy Manager (Commercial)		E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	
	Officer (Commercial)	BE/ B.Tech. Degree / Diploma Engineering in any discipline	E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	
11	Deputy Manager (ERP)	BE/ B.Tech Degree in any discipline/MCA	E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	Kolkata Office / Zonal Offices
	Officer (ERP)	BE/ B.Tech Degree in any discipline/MCA or Diploma in IT/BCA or equivalent(NIELIT)	E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	

Sl. No.	Designation	Qualification	Grade	Scale of Pay Revised (2007 pay scale) ( ` )	Total Pay Package at Initial Basic pay per month ( ` )	Relevant Minimum Post Qualification experience relevant Fields (in years)	Max. Age (Relaxation as per reservation norms)	Place of Posting
12	Dy. Construction Engineer (QA/QC.)	BE/ B.Tech (Civil/Mechanical)	E-3	24,900-3%-50,500	60,358/-	8 Years	43 Years	Project Sites
	Assistant. Construction Manager (QA/QC.)	BE/ B.Tech (Civil/Mechanical) / Diploma (Civil/Mechanical)	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	
	Construction Engineer (QA/QC.)		E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	
13	Assistant Manager (Safety)	B.E. / B.Tech or Diploma in Engineering along with Diploma/course in Fire & Safety	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	Project Sites
14	Assistant Manager (MS & CMG)	B.E. / B.Tech or Diploma Engineering in any discipline	E-2	20,600-3%-46,500	49,934/-	5 / 12 Years	40 / 46 Years	Kolkata Office/Zonal Offices
	Officer(MS & CMG)	B.E. / B.Tech or Diploma Engineering in any discipline	E-1	16,400-3%-40,500	39,754/-	2 / 8 Years	35 / 40 Years	Kolkata Office/Zonal Offices

## **B. GENERAL CADRE**

Sl. No.	Designation	Qualification	Grade	Scale of Pay Revised (2007 pay scale) ( ` )	Total Pay Package at Initial Basic pay per month( ` )	Relevant Mini. Post Qualification experience relevant Fields (in years)	Max. Age (Relaxation as per reservation norms)	Place of Posting
15	General Manager (Human Resource)	Post Graduate Degree./ Diploma in Personnel Management /Labour Welfare/Social Welfare from a recognized University / Institution or equivalent.	E7	43,200-3%-66,000	1,05,000/-	22 Years	55 Years (incl. all relaxations)	Kolkata / Howrah
16	General Manager (Finance)	Associate Member of The CA/ICWA or MBA (Finance)	E7	43,200-3%-66,000	1,05,000/-	22 Years	55 Years (incl. all relaxations)	Kolkata / Howrah
17	Assistant. General Manager (Legal)	Law Graduate (5 yrs.) recognised by Bar Council of India	E-5	32,900-3%-58,000	79,750/-	15 years	50 years	Howrah / Kolkata
	Assistant Manager (Legal)		E-2	20,600-3%-46,500	49,934/-	5 years	40 years	
18	Assistant General Manager (Official Language)	M.A. in Hindi with English as subject at Graduation Level from recognised University with Diploma in translation & knowledge of regional language (Bengali)	E-5	32,900-3%-58,000	79,750/-	15 years	50 years	Howrah / Kolkata
19	Senior Medical Officer	MBBS	E- 3	24,900-3%-50,500	60,358/-	8 years	43 years	Howrah Workshop
20	Deputy Manager (HR)	Post Graduate Degree./ Diploma in Personnel Management /Labour Welfare/Social Welfare from a recognized University / Institution or equivalent.	E- 3	24,900-3%-50,500	60,358/-	8 years	43 years	Howrah / Kolkata / Zonal Office & Project Sites
	Asst. Manager (HR)		E-2	20,600-3%-46,500	49,934/-	5 years	40 years	
	Officer (HR)		E-1	16,400-3%-40,500	39,754/-	2 Years	35 years	

Sl. No.	Designation	Qualification	Grade	Scale of Pay Revised (2007 pay scale) ( ` )	Total Pay Package at Initial Basic pay per month ( ` )	Relevant Mini. Post experience relevant Fields (in years)	Max. Age (Relaxation as per reservation norms)	Place of Posting
21	Assistant Manager(Accounts)	CA/ ICWA or MBA (Finance)	E-2	20,600-3%-46,500	49,934/-	5 years	40 years	Kolkata/ Howrah/ Zonal Offices/Project Sites
	Officer (Accounts)		E-1	16,400-3%-40,500	39,754/-	2 Years	35 years	
22	Telephone Operator cum receptionist (Female candidates would be preferred)	Graduate in any discipline	Staff Grade-I	8,600-3%-25,630	20,846/-	5 years	40 years	Kolkata/ Howrah
23	Safety Supervisor	Graduate in any discipline with Diploma in Safety	Staff Grade-I	8,600-3%-25,630	20,846/-	2 years	35 years	Project Sites

**A. Educational Qualifications/ Experience Details Etc. : “Technical Cadre”**

1.	<p><b><u>Candidates applying for post mentioned at Sl. No. 1 : Construction Manager (Civil) – Grade - E4</u></b></p> <ul style="list-style-type: none"><li>➤ Qualification: B.E/B.TECH (Civil)</li><li>➤ Experience: Minimum 12 years experience in the field of Civil Engineering/Construction in all types of foundation including Pile foundation, substructure and super structure including building, earthen embankment and industrial RCC Structures. Preference will be given for the candidate who has handled project independently. Knowledge in computer operation/e-tendering will be preferred.</li><li>➤ Posting : Project Sites</li><li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li></ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
2	<p><b><u>Candidates applying for post mentioned at Sl. No. 2 : Construction Manager (Mechanical) - Grade -E-4</u></b></p> <ul style="list-style-type: none"><li>➤ Qualification: B.E/B.TECH (Mechanical)</li><li>➤ Experience: Minimum 12 years experience in the field of mechanical engineering. Experience in execution/QA &amp; QC/Planning in mechanical job consisting of equipment erection/heavy lift/piping/structural/boiler/heater/tankage and its related work. Field experiences at project Site of refineries/ petrochemicals/thermal power plants/steel plants/fertilizer are the main criteria of eligibility. Knowledge of P &amp; IDs, review of GA drawings and some exposures in design will be preferable along with above. Preference will be given for the candidates who has handled project independently.</li><li>➤ Posting : Project Sites</li><li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li></ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
3.	<p><b><u>Candidates applying for post mentioned at Sl. No.3 : Deputy Construction Manager (Civil) - Grade - E-3</u></b></p> <ul style="list-style-type: none"><li>➤ Qualification: B.E/B.TECH(Civil)</li><li>➤ Experience: Minimum 8 years experience in the field of Civil Engineering/Construction in all types of foundation including Pile foundation, substructure and super structure including building, earthen embankment and industrial R.C.C. Structures. Preference will be given for the candidates who has handled project independently.</li><li>➤ Posting : Project Sites</li><li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li></ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
4	<p><b><u>Candidates applying for post mentioned at Sl. No. 4 : Deputy Manager (Civil) Design - Grade -E-3</u></b></p> <ul style="list-style-type: none"><li>➤ Qualification: B.E/B.TECH (Civil)</li><li>➤ Experience: Minimum 8 years experience in Civil Engineering analysis, preparation of detailed drawings, calculation for material requirements, bill of materials and good computer operation knowledge. Bridge, RCC Steel Structural Designer will be preferable.</li><li>➤ Posting : Kolkata &amp; Howrah Office</li><li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li></ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>

5	<p><b><u>Candidates applying for post mentioned at Sl. No. 5 : Assistant Manager (Civil) Design - Grade E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E/B.TECH (Civil) or Diploma in Civil Engineering</li> <li>➤ Experience: Minimum 5 years experience for Graduate Engineer and 12 years experience for Diploma Engineers, in Civil Engineering analysis, preparation of detailed drawings, calculation for material requirements, bill of materials and good computer operation knowledge. Bridge, RCC Steel Structural Designer will be preferable.</li> <li>➤ Posting : Kolkata &amp; Howrah Office</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
6	<p><b><u>Candidates applying for post mentioned at Sl No. 6 : Deputy Construction Manager (Mechanical) – Grade - E-3</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E/B.TECH( Mechanical)</li> <li>➤ Experience: Minimum 8 years experience in the field of mechanical engineering. Experience in execution/Planning in mechanical job consisting of equipment erection/ heavy lift/piping/structural/boiler/heater/tankage and its related work. Field experiences at project Site of refineries of petrochemicals/thermal power plants/steel plants/fertilizer are the main criteria of eligibility. Knowledge of P&amp;IDs, review of GA drawings and some exposures in design will be preferable along with above. Should have experience of executing, handling mechanical/turnkey projects contract with knowledge of computer operation etc. Preference will be given for the candidates who has handled project independently.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p> <p><b><u>Candidates applying for post mentioned at Sl No. 6 : Assistant Construction Manager (Mechanical) – Grade E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E/B.TECH( Mechanical) or Diploma in Mechanical Engineering</li> <li>➤ Experience: Minimum 5 years of experience for Graduate Engineer and 12 years of experience for Diploma Engineers, in the field of mechanical engineering. Experience in execution/Planning in mechanical job consisting of equipment erection/ heavy lift/piping/structural/boiler/heater/tankage and its related work. Field experiences at project Site of refineries of petrochemicals/thermal power plants/steel plants/fertilizer are the main criteria of eligibility. Knowledge of P&amp;IDs, review of GA drawings and some exposures in design will be preferable along with above.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>

6	<p><b><u>Candidates applying for post mentioned at Sl No. 6 : Construction Engineer (Mechanical) – Grade E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E/B.TEC( Mechanical) or Diploma in Mechanical Engineering</li> <li>➤ Experience: Minimum 2 years of experience for Graduate Engineer and 8 years of experience for Diploma Engineers, in the field of mechanical engineering. Experience in execution/Planning in mechanical job consisting of equipment erection/ heavy lift/piping/structural/boiler/heater/tankage and its related work. Field experiences at project Site of refineries of petrochemicals/thermal power plants/steel plants/fertilizer are the main criteria of eligibility. Knowledge of P&amp;IDs, review of GA drawings and some exposures in design will be preferable along with above.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
7	<p><b><u>Candidates applying for post mentioned at Sl. No.7: Assistant Construction Manager (Civil) – Grade E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH (Civil) / Diploma in Civil Engineering</li> <li>➤ Experience: Minimum 5 years experience for Graduate Engineer and 12 years experience for Diploma Engineers, in the field of civil engineering/construction in all types of foundation including Pile foundation, substructure and super structure including building, earthen embankment and industrial RCC structures</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p> <p><b><u>Candidates applying for post mentioned at Sl. No.7: Construction Engineer (Civil) – Grade E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH (Civil) / Diploma in Civil Engineering</li> <li>➤ Experience: Minimum 2 years experience for Graduate Engineer and 8 years experience for Diploma Engineers, in the field of civil engineering/construction in all types of foundation including Pile foundation, substructure and super structure including building, earthen embankment and industrial RCC structures</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
8.	<p><b><u>Candidates applying for post mentioned at Sl. No. 8 : Deputy Construction Manager (Electrical) - Grade E-3</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH (Electrical).</li> <li>➤ Experience: Minimum 8 years experience in the field of Electrical engineering. Experience in Electrical Works viz LT &amp; HT Switchgear system, LT &amp; HT Substation, Illumination System, Earthing System, Cathodes commissioning of different electrical equipment e.g. LT &amp; HT Motor, LT &amp; HT Transformer, Electric Actuator, Switch Gear, Overhead Line and allied works in Refineries / Petrochemicals / Chemical / Power / Steel / Non Ferrous Projects.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>



8	<p><b><u>Candidates applying for post mentioned at Sl. No. 8 : Assistant Construction Manager (Electrical) - Grade E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH (Electrical) / Diploma in Electrical Engineering</li> <li>➤ Experience: Minimum 5 years experience for Graduate Engineer and 12 years experience for Diploma Engineers, in the field of Electrical engineering. Experience in Electrical Works viz LT &amp; HT Switchgear system, LT &amp; HT Substation, Illumination System, Earthing System, Cathodes commissioning of different electrical equipment e.g. LT &amp; HT Motor, LT &amp; HT Transformer, Electric Actuator, Switch Gear, Overhead Line and allied works in Refineries / Petrochemicals / Chemical / Power / Steel / Non Ferrous Projects.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016 Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</li> </ul>
	<p><b><u>Candidates applying for post mentioned at Sl No. 8 : Construction Engineer (Electrical) - Grade E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH (Electrical) / Diploma in Electrical Engineering</li> <li>➤ Experience: Minimum 2 years experience for Graduate Engineer and 8 years experience for Diploma Engineers, in the field of Electrical engineering. Experience in Electrical Works viz LT &amp; HT Switchgear system, LT &amp; HT Substation, Illumination System, Earthing System, Cathodes commissioning of different electrical equipment e.g. LT &amp; HT Motor, LT &amp; HT Transformer, Electric Actuator, Switch Gear, Overhead Line and allied works in Refineries / Petrochemicals / Chemical / Power / Steel / Non Ferrous Projects.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016 Based on the experience &amp; performance in interview, candidates may be considered with due weightage of experience and pay.</li> </ul>
9	<p><b><u>Candidates applying for post mentioned at Sl No. 9: Assistant Manager (Electronics &amp; Instrumentation) - Grade E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH. (Electronics &amp; Instrumentation) / Diploma (Electronics &amp; Instrumentation) Engineering</li> <li>➤ Experience: Minimum 5 years experience for Graduate Engineer and 12 years experience for Diploma Engineers, in the Instrumentation with knowledge of Codes / Standards in Oil &amp; Petrochemicals.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016 Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</li> </ul>
	<p><b><u>Candidates applying for post mentioned at Sl No. 9: Engineer (Electronics &amp; Instrumentation) - Grade E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E./B.TECH. (Electronics &amp; Instrumentation) / Diploma (Electronics &amp; Instrumentation) Engineering</li> <li>➤ Experience: Minimum 2 years experience for Graduate Engineer and 8 years experience for Diploma Engineers, in the Instrumentation with knowledge of Codes / Standards in Oil &amp; Petrochemicals.</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016 Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</li> </ul>

**Candidates applying for post mentioned at Sl. No. 10: Assistant General Manager (Commercial) – Grade – E5**

- Qualification: B.E/B.TECH. Degree in any Discipline.
- Experience: Minimum: 15 years experience in handling of contracts including preparation of bid documents, evaluation thereof and award of work with knowledge of e-procurement of goods and services. The self sufficiency in knowledge of Computer Operation of above mentioned works is a must.
- Posting : Kolkata office/Zonal offices
- Age, Qualification & experience for this post would be considered as on 01/01/2016

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at Sl. No. 10: Manager (Commercial) – E4**

- Qualification: B.E/B.TECH. Degree in any Discipline.
- Experience : Minimum: 12 years experience in handling of contracts including preparation of bid documents, evaluation thereof and award of work with knowledge of e-procurement of goods and services. The self sufficiency in knowledge of Computer Operation of above mentioned works is a must.
- Posting : Kolkata office/Zonal offices
- Age, Qualification & experience for this post would be considered as on 01/01/2016

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at Sl. No. 10: Deputy Manager (Commercial) – E3**

- Qualification: B.E/B.TECH. Degree in any Discipline.
- Experience: Minimum: 8 years experience in handling of contracts including preparation of bid documents, evaluation thereof and award of work with knowledge of e-procurement of goods and services. The self sufficiency in knowledge of Computer Operation of above mentioned works is a must.
- Posting : Kolkata office/Zonal offices
- Age, Qualification & experience for this post would be considered as on 01/01/2016

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at Sl. No. 10 : Officer (Commercial) – E1**

- Qualification: B.E/B.TECH Degree in any Discipline or Diploma Engineering in any Discipline
- Experience: Minimum 2 years experience for Graduate Engineers and 8 Years experience for Diploma in Engineers in handling of contracts including preparation of bid documents, evaluation thereof and award of work with knowledge of e-procurement of goods and services. The self sufficiency in knowledge of Computer Operation of above mentioned works is a must.
- Posting : Kolkata office/Zonal offices
- Age, Qualification & experience for this post would be considered as on 01/01/2016

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

11

**Candidates applying for post mentioned at Post No. 11 : Deputy Manager (ERP) – Grade E -3**

- Qualification: .BE/B.Tech. Degree in any discipline/MCA
- Experience: Minimum 8 years experience in technical activities of Oracle ERP System / JAVA based system like development of Forms, Reports procedures etc. knowledge on Oracle Apps Database Administration, JAVA/.NET is preferable. Knowledge in implementation and operation of Oracle ERP modules like Project Costing / Billing etc. is required.
- Posting : Kolkata/Zonal Offices
- Age, Qualification & experience for this post would be considered as on. 01/01/2016.

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at Post No. 11 : Officer (ERP) – Grade E -1**

- Qualification: BE/ B.Tech Degree in any discipline/MCA or Diploma in IT or BCA or equivalent(NIELIT)
- Experience: Minimum 2 years experience for BE/B.Tech/MCA and 8 years for Diploma/BCA/Equivalent in technical activities of Oracle ERP System / JAVA based system like development of Forms, Reports procedures etc. knowledge on Oracle Apps Database Administration, JAVA/.NET is preferable. Knowledge in implementation and operation of Oracle ERP modules like Project Costing / Billing etc. is required.
- Posting : Kolkata/Zonal Offices
- Age, Qualification & experience for this post would be considered as on. 01/01/2016.

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at SI No. 12 : Deputy Construction Manager (QA&QC) – Grade - E-3**

- Qualification: B.E/B.TECH. ( Civil /Mechanical)
- Experience: Minimum 8 years experience in the field Civil /Mechanical Engineering and Quality Control, including Welding & NDT Plus Level-II in RT out of which 2 years as QA In-Charge with knowledge of Codes / Standards in Oil & Petrochemicals.
- Posting : Project Sites
- Age, Qualification & experience for this post would be considered as on 01/01/2016

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at SI No. 12 : Assistant Construction Manager (QA&QC) – Grade E-2**

- Qualification: B.E/B.TECH. ( Civil /Mechanical) and Diploma (Civil/Mechanical) Engineering.
- Experience: Minimum 5 years of experience for Degree Engineers or 12 years of experience for Diploma Engineers, in the field Civil /Mechanical Engineering and Quality Control, including Welding & NDT Plus Level-II in RT out of which 2 years as QA In-Charge with knowledge of Codes / Standards in Oil & Petrochemicals.
- Posting : Project Sites
- Age, Qualification & experience for this post would be considered as on 01/01/2016

Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay.

**Candidates applying for post mentioned at SI No. 12 : Construction Engineer (QA&QC) – Grade E-1**

- Qualification: B.E/B.TECH. ( Civil /Mechanical) and Diploma (Civil/Mechanical) Engineering.
  - Experience: Minimum 2 years of experience for Degree Engineers or 8 years of experience for Diploma Engineers, in the field Civil /Mechanical Engineering and Quality Control, including Welding & NDT Plus Level-II in RT out of which 2 years as QA In-Charge with knowledge of Codes / Standards in Oil & Petrochemicals.
  - Posting : Project Sites
  - Age, Qualification & experience for this post would be considered as on 01/01/2016
- Based on the experience & performance in interview/test, candidates may be considered with due weightage of experience and pay

13	<p><b><u>Candidates applying for post mentioned at Sl. No. 13 : Assistant Manager (Safety) - Grade -E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E/B.TECH. or Diploma Engineering in any discipline alongwith Diploma/course in Fire &amp; Safety.</li> <li>➤ Experience: Minimum 5 years of experience for Degree Engineers and 12 years of experience for Diploma Engineers, in fire &amp; safety and security of the location and to create safe and secure work environment. Conducting various safety checks on location facilities &amp; equipments and ensure conformity to prevalent norms at all times. Fire &amp; Safety facilities / equipments. Conducting regular mock drills and preparation of Fire organization chart and other statutes related to fire &amp; safety and trainings. Monitoring and compliance of safety related issues raised in various safety audits / inspections. Carrying out safety related trainings</li> <li>➤ Posting : Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
14	<p><b><u>Candidates applying for post mentioned at Sl. No. 14: Assistant Manager (MS &amp; CMG) – Grade – E2 and Officer (MS &amp; CMG) – Grade – E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: B.E/B.TECH or Diploma Engineering in any Discipline</li> <li>➤ Experience: Minimum 5 years of experience for Degree Engineers and 12 years of experience for Diploma Engineers for E-2 position and Minimum 2 years of experience for Degree Engineers and 8 years of experience for Diploma Engineers for E-1 position, respectively in Management Services including monitoring and co-ordination job.</li> <li>➤ Posting : Kolkata/zonal Offices</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>

## **B. Educational Qualifications / Experience Details Etc. : “General Cadre”**

15	<p><b><u>Candidates applying for post mentioned at Sl. No. 15 : General Manager (Human Resource) - Grade –E7</u></b></p> <ul style="list-style-type: none"><li>➤ Qualification: Post-Graduate Degree/Diploma in Personnel Management/Labour Welfare/Social Welfare from a recognized University / Institution or equivalent.</li><li>➤ Experience: Minimum 22 years post qualification experience in any Industrial Organization with adequate experience in handling independently Personnel and Industrial Relations matters. Should have thorough knowledge of Personnel Policies, Labour Laws and must have a sound knowledge of Manpower Planning. Selection, Recruitment, Placement, Management Development and Training, Additional Knowledge regarding training. Should be proficient in dealing with matters independently with Trade Unions and should be capable of handling adjudication matters and Conciliation Machineries. Must have required knowledge of current and modern HR practices and policies. Knowledge of Bengali and Hindi is desirable.</li><li>➤ Posting : Howrah/Kolkata</li><li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li></ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
16	<p><b><u>Candidates applying for post mentioned at Sl. No. 16 : General Manager (Finance) - Grade –E7</u></b></p> <ul style="list-style-type: none"><li>➤ Qualification: Candidate should be an Associate Member of The Institute of Chartered Accountants of India or Associated Member of The Institute of Cost &amp; Works Accountants of India or MBA (Finance).</li><li>➤ Experience: Minimum 22 years post qualification experience in a company of repute in financial planning, control. He should have hands on experience in finalization of Company Account / Banking, Budget, Taxation, and Internal/Statutory Audit. Reporting &amp; working knowledge / Conversant in Computer application.</li><li>➤ Posting : Howrah/Kolkata</li><li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li></ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>

17	<p><b><u>Candidates applying for post mentioned at Sl. No. 17 : Assistant General Manager (Legal) - Grade E-5 &amp; Assistant Manager (Legal) - Grade E-2</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: Law Graduate (5 Yrs.) recognized by Bar Council of India.</li> <li>➤ Experience: Minimum 15 years for Grade E-5 &amp; 5 years for Grade E-2 post qualification experience in corporate legal functions of a renowned Company in the capacity of executive in legal deptt. Should have experience in briefing advocates, drafting contracts/agreements, arbitration matters, conciliation etc.</li> <li>➤ Posting : Howrah/Kolkata</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
18.	<p><b><u>Candidates applying for post mentioned at Sl. No. 18 : Assistant General Manager (OL) - Grade -E-5</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: Masters Degree in Hindi with English as a subject in Graduation level from recognized University, Diploma in translation &amp; knowledge of Regional Language(Bengali).</li> <li>➤ Experience: Minimum 15 years experience in Hindi implementation / translation/teaching / research/ journalism.</li> <li>➤ <b>Responsibility</b> : Implementation of statutory &amp; administrative requirements regarding the use of Hindi in Official language. Organisation of Hindi workshop/Hindi function/Hindi fortnight /Hindi competitions periodically to popularize the use of hindi in day to day official work. Prepare help &amp; reference materials/ literature for facilitating the use of Hindi in noting &amp; drafting. Prepare roster of non Hindi employees and organize teaching classes for them. Organising Official language committee meeting and prepare Agenda papers for the meeting. To prepare Hindi speeches, articles for the senior executives. Translation of Official documents/papers/technical articles/manuals/Code etc from English to Hindi &amp; vice-versa. Co-ordination with Official language Dept. &amp; Parliamentary committee's secretariat for Hindi Implementation. Posting : Howrah/Kolkata</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
19.	<p><b><u>Candidates applying for post mentioned at Sl. No. 19 : Senior Medical Officer - (Grade E-3)</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: (i) Full time M.B.B.S recognized by Indian Medical Council (ii) preferably with Certificate of training in Industrial Health of minimum three months duration recognized by the State Government or diploma in Industrial Health or equivalent</li> <li>➤ Experience: Minimum 8 years experience as General Physician. Period of internship will not be reckoned as post qualification experience</li> <li>➤ Posting will be made primarily in the Health Centre located at Howrah workshop and also on apportionment basis at Kolkata Office of the Company. However, incumbent may be required to serve other health centres/ambulance rooms of the Company as well, at other locations from time to time for jobs of intermittent nature and candidates must have valid Registration from Medical Council of India/State Medical Council within the last date of submission of application.</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>

20.	<p><b><u>Candidates applying for post mentioned at Sl. No. 20 : Deputy Manager (HR) - Grade E-3, Assistant Manager (HR) - Grade E-2 &amp; Officer (HR) - Grade E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: Post Graduate Degree./ Diploma in Personnel Management /Labour Welfare/Social Welfare from a recognized University / Institution or equivalent.</li> <li>➤ Experience: Minimum 8 years for Grade E-3, 5 years for Grade E-2 &amp; 2 years for Grade E-1 post qualification experience in handling Industrial Relations, corporate HR functions from a renowned Company as executive in HR Deptt.</li> <li>➤ Posting : Howrah/Kolkata/Zonal Offices/Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
21	<p><b><u>Candidates Applying for Post mentioned at Sl. No. 21: Assistant Manager(Accounts) – Grade E-2 and Officer (Accounts) - Grade E-1</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: CA / ICWA or MBA(Finance)</li> <li>➤ Experience: 5 years for E-2 and 2 years for Grade E-1 in the field of accounting/auditing.</li> <li>➤ Posting : Howrah / Kolkata Office/Zonal Offices/Project Sites.</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016.</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
22	<p><b><u>Candidates Applying for Post Mentioned at Sl. No. 22 : Telephone Operator cum Receptionist ( Female Candidates Preferred)-Staff Grade -1.</u></b></p> <ul style="list-style-type: none"> <li>➤ Qualification: Graduate in any discipline preferably with Telephone Operator’s Certificate from a recognized Institute</li> <li>➤ Experience: Should have experience of at least 5 (five) years as Telephone Operator cum Receptionist in a reputed organization having large office on a modern EPABX system (minimum 100 intercoms). Should be able to speak English, Hindi and Bengali fluently.</li> <li>➤ Posting : Kolkata/Howrah Office</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>
23	<p><b><u>Candidates applying for post mentioned at Sl. No. 23 : Safety Supervisor – Staff Grade - I</u></b></p> <ul style="list-style-type: none"> <li>➤ <b>Qualification:</b> Graduate in any discipline with Diploma in Safety.</li> <li>➤ <b>Experience :</b> Minimum 2 years of post qualification experience</li> <li>➤ <b>Responsibilities:</b> Looking after safety and security of the location and to create safe and secure work environment. Conducting various safety checks on location facilities &amp; equipments and ensure conformity to prevalent norms at all times. M&amp;R of Fire &amp; Safety facilities / equipments. Conducting regular mock drills. Monitoring and compliance of safety related issues raised in various safety audits / inspections.</li> <li>➤ <b>Posting :</b> Project Sites</li> <li>➤ Age, Qualification &amp; experience for this post would be considered as on 01/01/2016.</li> </ul> <p>Based on the experience &amp; performance in interview/test, candidates may be considered with due weightage of experience and pay.</p>



## **General Conditions :**

- All selected candidates shall be required to serve minimum probationary period specified for the position in the Company to the satisfaction of the management prior to their confirmation.
- Reservation / Relaxation Rules of Govt. of India will be followed for the persons belonging to Scheduled Caste (SC), Scheduled Tribe (ST), Other Backward Class (OBC) and persons with disabilities in line with provisions of PWD Act, 1995 i.e. Orthopedically Handicapped(OH), Visually Handicapped(VH) & Hearing Handicapped(HH) categories.
- Besides the basic pay-scale mentioned above other benefits like variable DA, PF, LTC, Gratuity, Leave & Leave encashment etc are also admissible upon appointment in regular pay-scales, as per the regulations/amendments in force. Free bachelor / family accommodations as per Rules or HRA in lieu thereof will be provided.
- Employees of the Central/State Govt./Public Undertaking should get their applications routed through Proper Channel to reach the Company on or before the last date prescribed. Direct application shall not be entertained in such cases.
- Selection will be made on the basis of interview / test and credential available with the candidate.
- All appointments will be subject to the Rules& Regulations of the Company in force from time to time.
- Mere application/nomination/call for interview/test does not confer any right to call for selection and employment. The selected candidates are also required to serve the necessary probation period. Further, they are subject to verification of all credentials prior to regularization of service, even upon provisional appointment. Canvassing in any form, false declarations, detected at any stage shall result in outright rejection/termination, besides initiation of relevant criminal proceedings. For administrative reasons, the company may have to resort to actions like short listing before calling for test / interview, making panel of selected candidates or to ask for applying afresh, as & when felt essential, at the sole discretion of management and no communication will be entertain in this regard.
- Company reserves the right to reject any /all application(s) without assigning any reason to call for interview or to alter the date of interview or to cancel the interview for the purpose. Outstation candidates called for the interview will be reimbursed to and fro 2AC train fare for executive post and 3AC train fare for others candidates on producing of original journey ticket by shortest route on through fare basis between communication address and place of interview / test.
- Application format is available only on Company's Website till 5:30 p.m. on 08/04/2016. Interested Candidates shall apply only in the prescribed Format and affix a self attested passport size photograph. If selected, the candidates can be posted to any Unit / Project Site / location of the company.
- Selected candidates may be offered for posting at the grade lower to the position applied for on the basis of their actual experience and qualification commensurate with the post.
- Working knowledge of Computer operation is mandatory for all posts.

- Medical fitness commensurate with construction activities is highly desirable and selected candidates will have to undergo mandatory screening prior to appointment.
- Furnishing of false information or concealment / suppression of factual information will render the candidate unfit for employment and the Company will not be responsible for any consequence of furnishing of such wrong / false information.
- Incomplete or late applications will be summarily rejected and no communication will be entertained in this regard. Therefore, besides full particulars, candidates are to ensure correct Email id and Mobile Number accessed at all times till 31/03/2017.

**How to Apply:**

- (I) All candidates must read the entire Advertisement and instructions/conditions carefully. Candidates are requested to send their Applications in prescribed format to General Manager (HR), BRIDGE AND ROOF CO.(INDIA) LTD., 5TH FLOOR, KANKARIA CENTRE, 2/1, RUSSEL STREET, KOLKATA – 700 071 within the last date of receipt i.e. **08/04/2016** in a sealed envelope, super-scribing the name of the post applied for and advertisement reference number..
- (II) Completed applications must be sent with recent self-attested colour photograph and proof of age, experience, qualification, reserved category, passport copy etc., as applicable

# APPLICATION FORMAT

Paste a recent  
passport size self  
attested colored  
photograph

Please fill in the Application in Capital Letters Only.

**Application for the post of:** \_\_\_\_\_

1. Name of the Applicant : First Name \_\_\_\_\_

Middle Name \_\_\_\_\_ Last Name \_\_\_\_\_

2. Father's Name : \_\_\_\_\_

3. Date of Birth : \_\_\_\_\_

4. Nationality: \_\_\_\_\_ Religion: \_\_\_\_\_ Gender: \_\_\_\_\_

5. Category (write code) (SC-1) (ST-2) (OBC\*-3) (GEN-4) \_\_\_\_\_

6. Whether Physically Handicapped (Y/N) \_\_\_\_\_ if Y \_\_\_\_\_ % of Disability & Type  
HH/VH/OH

7. Whether Ex Servicemen : \_\_\_\_\_

8. Married / Unmarried (Y/N) \_\_\_\_\_

9. No. of Family Members & Dependants : \_\_\_\_\_

10. Present Address with Pin Code :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone No: \_\_\_\_\_ Mobile No: \_\_\_\_\_

Email ID: \_\_\_\_\_

11. Permanent Address with Pin Code :

---

---

---

12. Passport No. : \_\_\_\_\_

(Please attach Photocopy of Passport if available)

13. Educational Qualifications:

Name of the Course	Year of Passing	Name of the Board / University	Class/ Division	Percentage of Marks

14. Details of Current and previous Employment :

Sl. No	Name of the Employer, Address and Contact Details	Post Held	Organization particulars (Mention the turnover of the Organization for financial year 2014-15) & your responsibilities therein	From	To	Total Period Yrs. / Months

In case of grade/grade point etc. is awarded instead of marks, a certificate from the Registrar of the University/Head of the institution is to be submitted regarding specific equivalent percentage. Kindly ensure that overall percentage of marks is mentioned.

All fields are Mandatory

\*OBC candidates not having recent Non-Creamy Layer Certificate (issued on or after 01/04/2011) should apply as a general candidate only.

N.B. (Application without the enclosures, signature of the candidate and forwarded by the competent authority, where applicable, will not be entertained).

**Declaration:**

I..... hereby declare that the information as furnished above is correct to the best of my knowledge and belief. If any of the information as furnished is found to be incorrect my candidature for the post applied for is liable to be cancelled. Additional information/documents in support of my candidature are annexed hereto.

Date:

**Signature of the candidate**

Place: