

**ENGAGEMENT OF TENURE BASED GRADUATE/DIPLOMA PROJECT ENGINEER**

**Full Advertisement/Notification  
(No 03/GA/RC/Tenure/Proj.Eng/2025)**

Offline applications are invited from the citizens of India fulfilling the requisite qualification/criteria against the vacancies of **TENURE BASED GRADUATE/DIPLOMA PROJECT ENGINEER** on CONTRACT BASIS, to work in Ordnance Factory Khamaria, Jabalpur, Madhya Pradesh, initially for a period of **ONE year** which may be extended up to a maximum period of **FOUR years** from the date of engagement (including initial period) based on factory requirement and individual performance.

**1) Details of Name of Post, Basic Pay & Vacancies are as follows:**

Name of the post	Discipline	Basic Pay	Total Vacancies = 06						Level
			UR	OBC (NCL)	SC	ST	EWS	Ex-Service Man	
Graduate/Diploma Project Engineer on Tenure Base	Chemical	1st Year Rs.36000/- + Dearness Allowance as per prevailing rate	05	01	0	0	0	0	Supervisory Level

**Note:** The number of vacancies may increase or decrease depending upon requirement of Ordnance Factory Khamaria.

**2) Essential Qualification:** Graduate and Diploma Engineers having Apprenticeship in Manufacturing/Handling of Ammunition and Explosives with education qualification of BE/ B.Tech & Diploma in Chemical Trade.

**3) Age Limit:** Between 18 and 30 years as on last date of receipt of application for General category Candidates. Age relaxation as admissible will be given to OBC-NCL, candidates as under:

i) For OBC (NCL) - 03 Years. (only in respect of the post reserved for OBC)

**4) Application Fees – NIL**

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CIN No. U29190PN2021GOI203505

पंजीकृत पता: गोला बारूद निर्माणी खडकी, पुणे - 411 003 (महाराष्ट्र)

Regd. Address: Ammunition Factory, Khadki, Pune - 411003 (Maharashtra).

निगमित कार्यालय पता: दूसरी मंजिल, न्याति यूनिट्री, नगर रोड, येरवडा, पुणे - 411 006 (महाराष्ट्र)

Corporate Office Address: 2<sup>nd</sup> Floor, Nyati Unitree, Nagar Road, Yerwada, Pune - 411 006 (Maharashtra)

दूरभाष सं/Phone No. 020-67080400, Email - [mil-pune@munitionsindia.in](mailto:mil-pune@munitionsindia.in) Website: <https://munitionsindia.in>



**5) How To Apply-** Candidates are required to download and print the Application Form and fill up the same in BLOCK LETTERS only. Candidate must go through detail terms & conditions and also check regularly this website for any further updates. The envelope must be clearly superscripted as "APPLICATION FOR THE POST OF **"TENURE BASED GRADUATE/DIPLOMA PROJECT ENGINEER (CHEMICAL) PERSONNEL ON CONTRACT BASIS"**". Application along with other necessary enclosures & two extra photograph self - attested (in back of the photographs) are to be forwarded by post to the following address only:

**The Chief General Manager,  
Ordnance Factory Khamaria  
District: Jabalpur, Madhya Pradesh, Pin -482005**

**6) Closing Date for Receipt of Application:** 21 days from the date of publication of advertisement in Employment News.

**7) Criteria for Engagement:**

Persons who have minimum one year experience or training in the factories manufacturing ammunition, explosives and hazardous chemicals and handling of the same. Ex Graduate Apprentice of trades Chemical. who have completed one year Trade Apprenticeship in Ordnance Factories under MIL or factories manufacturing ammunitions and explosives possess skill.

- i) Engagement of Tenure based personnel shall be on contract basis initially for a period of One year which may be extended for another period of Three years i.e. total maximum period of Four years with renewal on Yearly basis from the date of engagement (including initial period) BASED ON FACTORY requirement and individual performance. The tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice. The employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either side or payment of Basic Pay + IDA Component in lieu of the Notice.
- ii) There will not be any commitment to the candidate either for absorption as permanent employee or for extension of term.

**8) Process of Engagement:**

- i) Selection of the candidates shall be done based on the Marks scored in Degree/Diploma and personal Interaction/ Interview only, in the order of Merit.
- ii) Cut off percentage for calling candidates may be decided by the Ordnance Factory Khamaria for personal interaction/Interview, based on Marks secured in the Qualifying examination i.e. Graduate and Diploma prescribed for a particular Trade/Discipline to ensure sufficient competition.
- iii) Merit list will be prepared based on combine marks secured in Graduate and Diploma and personal Interaction/Interview.
- iv) Weightage of Marks in Graduate and Diploma and Personal interaction/Interview will be 85% and 15% respectively.
- v) Candidates scoring marks more than cut-off marks in Graduate and Diploma and Personal Interaction/Interview will be call for Document Verification in the order of Merit. The number of candidates called for Document Verification will be limited to the number of posts notified (Discipline/Category wise).



- vi) In case of rejection of candidates during the Document Verification process on account of non- availability of requisite documents/testimonials, not meeting the advertised criteria with respect to Age, Qualification, Experience, etc. next candidates will be called for Document Verification in the order of merit ( Discipline/Category wise). The number of next candidates called for Document Verification will be limited to the number of candidates rejected.
- vii) The procedure as above will continue till such time the number of candidates qualifying in the Document Verification Process is equal to the number of Posts advertised.
- vii) Candidates qualifying in the Document Verification stage as above will be issued Offers of Engagement.

#### **9) Remuneration:**

- i) Tenure Based Personnel to be paid at the rate of 1/30th of the pay at the basic pay plus dearness allowance for work of 8 hours a day.
- ii) IDA as prevalent will be applicable.
- iii) House Rent Allowance as per classification of cities (when Company Quarter is not available).  
Note: In case of availability of Company Quarters, priority should be given for allotment of Quarters.
- iv) The performance of the individual on fixed term employment will be evaluated. Individuals having performance rating Poor or below will be given 01 month's time in writing to improve their performance. After One month's again performance will be evaluated and if again the performance rating found poor or below, the services of the individual will be terminated by giving 15 days notice.
- v) Personnel engaged will be eligible for EPF and Employees Compensation Act as per government guidelines.
- vi) Personnel engaged on fixed term basis are eligible to Bonus (if applicable) as per Bonus Act 1965 amended time to time.

#### **10) Other Benefits and Terms & Condition:**

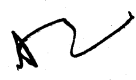
- i) Personnel engaged will be entitled for 30 days Leave per year. 2.5 days of Leave will be credited, for every calendar month of service. Leave can be accumulated by the Personnel during their tenure up to 30 days and can be encashed after completion of one year. For the last month of Service prior to separation/ completion of Tenure, the Leave of 2.5 days pertaining to the last month of Service will be credited on the 15th day of that month.  
Note : Encashment of Leave in respect of Tenure Based Personnel will be governed by the Rules and Terms & Conditions applicable to the regular employee as notified from time to time.
- ii) Personnel Engaged cannot take more than 3 days leave in a month and cannot take continuously more than 3 days leave at a stretch except on medical ground.
- iii) These personnel will not be entitled for any other medical benefits in any of the Ordnance Factory Hospitals & Dispensaries or elsewhere. In case of any emergency, facilities in Ordnance Factory Hospitals / Dispensaries can be availed.
- iv) They will be entitled for safety and protective gears, equipment, kits etc. as per the Company norms.
- v) Female personnel will be entitled to Maternity Benefits as per the provisions under the Maternity Benefit Act, 1961.
- vi) In the normal course, the engagement will be for a maximum period of four years from the date of engagement and the tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice.



- vii) The Tenure based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.
- viii) The Tenure Based Personnel will abide by various Company/Factory Rules & Regulations governing carrying out the assigned tasks and their conduct.
- ix) Such personnel will be covered under the Income tax, Service Tax, Professional Tax etc. as per the applicable Rules and all such Taxes would be payable by them at their hands.
- x) They will be eligible for Company Quarters, wherever available. License fee for Quarters will be deducted at the rates as applicable to regular Employee.
- xi) **They will not be entitled for the following:**
- a) Promotions;
  - b) OT allowance
  - c) Loans, Advances & Interest Subsidies;
  - d) Medical Facilities;
  - e) Contingency Advance;
  - f) School Fee , Reimbursement
  - g) LTC/LTA Facilities;
  - h) Grant of Study Leave
  - i) Sponsorship for Higher Studies;
  - j) Any other benefits (other than mentioned in SOP) admissible to regular Employees.
- xii) The Tenure based Personnel will not be entitled for any Allowances or Benefits other than those indicated in this Scheme.
- xiii) Performance of the Personnel would be assessed on a six-monthly basis.
- xiv) The engagement will be on full time basis. Absence from duty other than on authorised Leave / Company Holidays will result in proportionate reduction in the Consolidated Emoluments.
- xv) Suitable Risk Clauses and NDA will be added in the Offer of Engagement, in detail, to safeguard the interest of the Company in case the candidate quits the job before its completion and for losses/damages, if any, caused to Company property, etc.

## **12) Termination of the Contract engagement:**

The contract engagement will stand automatically terminated on completion of the prescribed tenure/task. The engagement can be terminated even earlier with one month's notice in writing by either side or payment (consolidated remuneration) in lieu of the Notice.

  
(Avinash Shankar, I.O.F.S.)  
Senior Manager  
For Chief General Manager



**Ammunition and Explosive Group of Ordnance Factories of  
Erstwhile Ordnance Factory Board**

S.No.	Name of Factories	Abbreviation
1	Ammunition Factory Kirki	AFK
2	Cordite Factory Aruvankadu	CFA
3	High Explosive Factory, Kirkee	HEF
4	High Energy Projectile Factory, Tiruchirapalli	HEPF
5	Ordnance Factory Itarsi	OFI
6	Ordnance Factory Khamaria	OFK
7	Ordnance Factory Nalanda	OFN
8	Ordnance Factory Dehu Road	OFDR
9	Ordnance Factory Bhandara	OFBA
10	Ordnance Factory Chanda	OFCH
11	Ordnance Factory Varangaon	OFV
12	Ordnance Factory Bolangir	OFBOL

**Abbreviation used in the advertisement/notification:**

UR	-	Unreserved
OBC	-	Other Backward Class
NCL	-	Non-creamy layer
SC	-	Schedule Caste
ST	-	Schedule Tribe
EWS	-	Economically Weaker Section
PwBD	-	Person with Benchmark Disability
NCVT	-	National Council for Vocational Training
DA	-	Dearness Allowance
OT	-	Overtime
LTC	-	Leave Travel Concession



**APPLICATION FOR TENURE BASED GRADUATE/DIPLOMA PROJECT ENGINEER ON CONTRACT BASIS****To be forwarded by Post**

(Ref Advt No 03/GA/RC/Tenure/ Proj.Eng/2025)

To,

The Chief General Manager,  
Ordnance Factory Khamaria  
Jabalpur,  
Madhya Pradesh, 482005

(TO BE FILLED UP IN BLOCK LETTERS ONLY)

Place for recent  
passport size  
photo of the  
applicant (self  
attested in front)  
to be firmly  
pasted (not to be  
stapled)

01.	Post Applied for	TENURE BASED GRADUATE/DIPLOMA PROJECT ENGINEER ON CONTRACT BASIS
02.	Trade of Apprenticeship	
03.	Name in Block Letters (as mentioned in 10 <sup>th</sup> std. certificate)	
04.	Father's / Husband's Name	
05.	Date of Birth (as mentioned in 10 <sup>th</sup> std. certificate)	
06.	Age (as on closing date of receipt of application)	
07.	Nationality	
08.	Category [UR/SC/ST/OBC-NCL/EWS]	
09.	Whether Ex-Serviceman or Not, if yes please mention details	Yes/No
	Whether Person with Disability or Not, if yes please mention details	Yes/No
10.	Complete postal Address & pin code for communication	
		STATE: PIN:
11.	Mobile/Phone Number	(1) (2)
12.	E-mail ID (in block letters)	(1) (2)
13.	Two Prominent and visible identification Marks	(1) (2)
14.	Medium of Trade Test	(English/Hindi)

Signature of the Candidate



15. Details of educational and other qualifications starting from X Standard/SSLC:

Name of School/College	Name of Recognized University / Board of Examination	Examination Passed	Year of Passing	Maximum Marks	Marks Obtained	Percentage

16. Details of Graduate/ Diploma apprenticeship in Chemical trade in Chemical trade from Ordnance Factories under Mil & other Factories:

Name of Trade	Name of Ordnance Factory	Training period		Year of Passing	Certificate No. & Date of Issue
		From	To		

17 Details of present employment/ previous experience, if any:

Company/ Organization Details	Designation	Period From	Period To	Nature of Duties

Signature of the Candidate



18. Check List of Enclosures:

Sl.No	ENCLOSURES	YES / NO
1	Proof of Date of Birth	
2	Educational Qualification Certificate	
3	Degree/ Diploma Certificate	
4	Apprenticeship certificate of Ordnance Factories	
5	Experience Certificate	
6	Caste & Category Certificate : (SC/ST/OBC-NCL/EWS) - in prescribed proforma	
7	Declaration by OBC-NCL/Ex-SM candidates - Appendix - I / Appendix - II	
8	Whether all above documents / certificates are self attested	
9	Two copies of photographs (one pasted on application form) and one extra photograph (Name and Date of Birth should be written on backside of photograph)	

DECLARATION

I, Shri / Smt / Kum \_\_\_\_\_ have read the instructions carefully before sending this application. I hereby declare that all the statements made in this application are correct to the best of my knowledge and belief. I understand that any discrepancy found in the information will lead to cancellation of my candidature / debarment at any time.

Date :

Place :

Signature of the Candidate



APPENDIX - I

DECLARATION BY OBC-NCL CANDIDATES ONLY

(Similar endorsement should be given in the caste certificate from the competent authority)

I..... Son/Daughter of Shri .....  
Resident ..... of village/town/city.....District .....  
State..... Hereby declare that I belong to the .....  
community which is recognized as a backward class by the Government of India for the  
purpose of reservation in services as the orders contained in DOPT OM No.36012/22/93-  
Estt.(SCT) dated 08-09-1993 and as amended.

It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in  
column 3 of the Schedule to the above referred Office Memorandum dated 08-09-1993 and as  
amended.

Date :

(Signature of the Candidate)



## APPENDIX – II

### FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING FOR CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed forces that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) by availing of the concession of reservation of vacancies admissible to Ex-Servicemen.

Date:

(Signature of the Candidate)

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