

**Engineering Projects (India) Ltd.**  
(A Govt. of India Enterprise)  
**ADVT. NO. HRM/REC/05/2026**

**WEBSITE**

EPI, a 'Mini Ratna' Central Public Sector Enterprise under the aegis of Ministry of Heavy Industries, Govt. of India, engaged in execution of wide range of multi facet projects on turnkey basis in Power, Steel, Industrial, Civil & Infrastructure Sectors, proposes to engage qualified and experienced professionals for the following position on Fixed Term Contract basis. Details of the available position along with essential and desirable qualifications and experience are given below.

| Sl. No. | Post/Fixed Consolidated Remuneration/Total Vacancies                                                                                                                                                                                                                          | Vacancies/Place of Posting                                                                              | Requisite Qualification                                    | Minimum Post-Qualification Working Experience                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Upper Age limit as on last date of application |
|---------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------|------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| 1.      | <p><b><u>Manager Gr.-II-Finance (E-2)</u></b></p> <p>Fixed Consolidated Remuneration:<br/><b>Rs. 50,000/-</b> per month + Applicable House Rent Allowance</p> <p><b><u>Total Vacancies: 02</u></b></p> <p><b><u>Reserved Post:</u></b><br/><b>UR-01</b><br/><b>OBC-01</b></p> | <p><b><u>Manager Gr.-II (Finance)- 02</u></b></p> <p>Delhi-02</p> <p><b>UR-01</b><br/><b>OBC-01</b></p> | CA/ICWA/MBA(Finance) with minimum 55% marks in graduation. | <p>Min. 04 yrs. post qualification experience. The gross drawn remuneration should not be less than Rs.4,80,000/- per annum in his/her last/current Organization.</p> <p><b><u>Required Experience:</u></b></p> <p>Candidate should have experience in managing fund/cash flow, bank reconciliation, finalization and maintenance of accounts in line with provisions under Companies Act 2013 and applicable accounting standards, Direct and Indirect taxation matters with exposure to Labour Cess, GST ,PF, ESI etc. Preparation and processing of accounting vouchers, vendor &amp; Contractor bills. Preparation of MIS reports and financial statements .Monitoring budget utilization and handling of audit activities. In addition, he/she should have experience in liaisoning with Banks, Statutory Bodies, Audit Agencies, Tax Authorities and various Ministries. Working knowledge of ERP systems such as SAP, Tally ERP or equivalent accounting software is desired and experience in SAP FI Module will be preferred.</p> | 35                                             |
| 2.      | <p><b><u>Manager Gr.I-Legal (E-3)</u></b></p> <p>Fixed Consolidated Remuneration:<br/><b>Rs. 60,000/-</b> per month + Applicable House Rent Allowance</p> <p><b><u>Total Vacancies: 01</u></b></p> <p><b><u>Reserved Post:</u></b><br/><b>UR-01</b></p>                       | <p><b><u>Manager Gr.I-Legal 01</u></b></p> <p>Delhi-01</p> <p><b>UR-01</b></p>                          | LLB/ 5 years integrated LLB (min. 55% marks)               | <p>Min. 06 yrs. post qualification experience. The gross drawn remuneration should not be less than Rs.6,00,000/- per annum in his/her last/current Organization</p> <p><b><u>Required Experience:</u></b></p> <p>Candidate should have experience in handling litigation, contract vetting, arbitration, legal compliance, service matters and legal advisory.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 37                                             |
| 3.      | <p><b><u>Senior Manager - Legal (E-4)</u></b></p> <p>Fixed Consolidated Remuneration:<br/><b>Rs. 70,000/-</b> per month + Applicable House Rent Allowance</p> <p><b><u>Total Vacancies: 01</u></b></p> <p><b><u>Reserved Post:</u></b><br/><b>UR-01</b></p>                   | <p><b><u>Senior Manager – Legal-01</u></b></p> <p>Delhi-01</p> <p><b>UR-01</b></p>                      | LLB/ 5 years integrated LLB (min. 55% marks)               | <p>Min. 09 yrs. post qualification experience. The gross drawn remuneration should not be less than Rs.7,20,000/- per annum in his/her last/current Organization</p> <p><b><u>Required Experience:</u></b></p> <p>Candidate should have experience in litigation, arbitration, contract management, legal advisory, service matters and legal compliance.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 42                                             |

Note: Teaching/training/consultancy/Freelancing experience shall not be treated as relevant experience.

**The above qualification must be recognized by All India Council for Technical Education, University Grant Commission and/or any other Statutory Authority/Board.**

## **A. REMUNERATION/COMPENSATION**

1. **Pay & Allowances:** Executives posted in the North East Region will receive a location-based compensatory allowance of 10% of their fixed consolidated remuneration, in addition to their monthly fixed remuneration.
2. **HRA:** House Rent Allowance as applicable to regular employees of the Company based on the place of posting will be paid.
3. **Provident Fund Benefits:** Provident Fund Benefits will also be provided as per the provision of Employees Provident Fund Act, 1952.
4. **Medical Facilities:** The executives will be provided self medical insurance coverage. The employees have to take on their own a self-medical insurance from the Insurance Company. He/She will be entitled for reimbursement of maximum premium of Rs. 3000/- per annum.
5. **Gratuity** as admissible.
6. An annual increment of 3% shall be admissible on completion of each year of service subject to satisfactory performance.
7. **Contract period:** Initially for one year and further extendable up to three years, subject to satisfactory performance and organizational requirements.

## **B. GENERAL INSTRUCTIONS**

1. Before applying for the post, candidate should read the complete advertisement carefully and ensure that he/she fulfill the eligibility criteria for the post advertised in all respects.
2. Mere submission of application will not entail right to be definitely called for interview/considered further for selection process.
3. Incomplete applications or applications with partial information or non-submission of documents shall be rejected.
4. **Application received through email will not be entertained.**
5. **Only shortlisted applicants will be called for Interview, the venue, place and date of Interview shall be intimated to shortlisted candidates via E-mail on the E-mail ID provided by the applicants in the application form.**
6. Applicants belonging to SC/ST/OBC(NCL)/PWD/EWS categories will be required to submit copies of Caste Certificates/Disability Certificate/Income Certificate issued by the Competent Authority in the prescribed format at the time of Interview. In case of OBC(NCL)/EWS, the certificate should not be older than six months and one year respectively from the date of issue of the certificate at the time of filling the application form. Candidates from reserved category such as SC/ST/OBC(NCL) can apply against the unreserved posts. However, age relaxation will not be allowed to such category candidates against unreserved posts.
7. Age Relaxation to SC/ST/OBC(NCL) & PWD applicants will be as per Presidential Directives. Upper age relaxation is 5 years for SC/ST applicants, 3 years for OBC(NCL) applicants and 10 years for PWD Applicants for reserved posts.
8. Selected candidates will be required to serve anywhere in India as per the requirement and operational priority of the Company.
9. Candidates should mention percentage in the fields wherever percentage is required without rounding off. Percentage obtained in Essential /requisite Qualification as mentioned in consolidated mark sheet issued by University/Institution will be considered. However, in case consolidated mark sheet is not being issued by University/Institute, final percentage will be calculated by taking average of all semesters/years.
10. In case of CGPA/OGPA/DGPA is mentioned in mark sheets, following criteria may be applied:
  - i) In case where conversion into percentage is not provided by University/Institute:

“If University/Institute do not have the provision for conversion of CGPA/OGPA/CPI/DGPA or letter grade into percentage than minimum 6 on 10-point scale will be considered as 60%. On any scale different from 10-point scale the score will be prorated accordingly.

- ii) In case where conversion into percentage is provided by University/Institute:

Wherever CGPA/OGPA/CPI/DGPA or letter grade in degree is awarded, equivalent % of marks should be indicated in the application as per the norms adopted by concerned University/Institute. A certificate to this effect may be obtained by the candidate from the University/Institute, which shall be required to be produced at the time of verification.

11. Applicants should clearly state the percentage of marks obtained in the required qualifications. Any ambiguity or discrepancies in the information provided will result in the summation and rejection of application forms.
12. Only shortlisted applicants based on merit will be interviewed. Applicants are, therefore, advised to check their eligibility thoroughly while applying so as to avoid disappointment at a later stage. The applicants must bring the original certificates as the proof of age, caste, income, educational qualifications and experience etc. while coming for the interview failing which the interview of the candidate will not be held.
13. **The cutoff date for determining the age limit and post qualification experience shall be last date of application.** The date of result/issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account. Post qualification experience for the post/level shall be counted from the said date onwards.
14. **The required Gross Drawn remuneration must be for one year.** Accordingly, relevant salary slips/bank statement/Form 16/ Salary Certificate issued by employer or any other document to establish the required remuneration. Last 03 months Salary slips must be produced at the time of verification of documents.
15. If the information furnished by the applicants in any part is found to be false or incomplete or is not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature / appointment will be considered as revoked / terminated at any stage of recruitment process or even after joining, without any reference given to the applicant.
16. All correspondence to the applicants will be made via E-mail on the E-mail ID provided by the applicants in the application form.
17. No TA/DA will be admissible for attending the Interview.
18. No request for change of date, time and location for Interview would be entertained.
19. Canvassing in any form will disqualify the candidature.
20. Any corrigendum/addendum/errata in respect of the above advertisement shall be made available on our official website <http://www.epi.gov.in> under the head "Career". Hence, prospective applicants are advised to visit EPI website regularly for above purpose. No other mode of communication will be adopted.
21. EPI reserves the right to cancel / restrict / enlarge / modify the requirements advertised, if need so arises, without issuing any further notice or assigning any reason thereof.
22. Any legal proceeding in respect of any other matter of claim or dispute arising out of this advertisement and/or applications in response thereto shall be subject to jurisdictions of Courts at Delhi. In case of any ambiguity/dispute arises on account of interpretation in versions other than English, the English version will prevail.

### **C. HOW TO APPLY:**

1. Eligible and interested applicants are required to apply only Online through EPI's Website [www.epi.gov.in](http://www.epi.gov.in) (**HRD-Current opening**) and send the system generated application along with scanned documents pertaining to required qualification, experience & salary etc. on email id- [hr-recruitment@epi.gov.in](mailto:hr-recruitment@epi.gov.in). No other means/mode of application will be accepted. The Registration is open from **9.30 AM on 11.07.2026 till 05.30 PM on 20.07.2026**.
2. Candidates have to register themselves before applying for the above said post.
3. **Before registering the applications at EPI's website, the applicants should possess the following:**
  - a. Valid E-mail ID, which should remain valid & active till the completion of selection process.
  - b. Scanned copy of latest passport size colour photograph and signature in JPEG format only, having size maximum 60 KB, for uploading in the application form.
  - c. Personal details like date of birth, contact details, address details, category etc.

- d. Details of qualification like year of passing, percentage of marks (in case of applicants having CGPA Scores, equivalent percentage is to be indicated in the application form as per norms adopted by the University / Institute. Applicants will be required to submit a certificate to this effect from the University/ Institute at the time of interview) etc.
  - e. Professional details like Company name, period of working, posts held, area of working, pay-scale, salary details etc. **(Applicants will be required to produce original certificates to this effect at the time of interview for verification).**
4. Applicants should take utmost care while filling the Online Application. Applicant should ensure that the data provided is correct before proceeding to next step.
  5. No modification will be possible after final submission of the application form.
  6. The applicants are required to print the application confirmation page for future reference.

**D. PROCEDURE FOR SHORTLISTING OF APPLICANTS:** The applications will be shortlisted for interview based on the following criteria:

- a) The applicants must fulfill the requisite qualification with required percentage of marks and requisite experience for applied post.
- b) The applications will be shortlisted based on the percentage of marks secured in requisite qualification and experience.
- c) Fraction of percentage in educational qualification will be ignored and will not be rounded off to the next higher i.e. 54.9% will be treated as less than 55%.
- d) On shortlisting, the list of shortlisted candidates will be hosted on EPI's website for information of all concerned and the shortlisted candidates will be informed well in advance for the date of interview through email.
- e) If required, management may conduct Written test for screening of applicants depending upon the number of applications received against the post. The applicants will be called for interview based on the performance in Written test.
- f) The list of selected candidate will be hosted on EPI's website.

**E. PLACE OF INTERVIEW:**

Interview will be conducted at Delhi.

**F. ESSENTIAL DOCUMENTS REQUIRED FOR VERIFICATION:**

Production of following documents in original along with 1 set of self attested copies thereof by the candidates are mandatory at the time of Interview.

- a. System generated Application Form.
- b. Resume/Bio-data of the applicant clearly stating the academic, qualification, experience details etc.
- c. Self attested Photocopies of all the necessary Pass Certificate and Mark Sheets of Educational Qualifications (Xth, XIIth, Graduation, Post Graduation, Professional etc.) and other qualification if any.
- d. Self attested Matriculation /Secondary certificate as proof of date of birth.
- e. Self attested Photocopies of all Post Qualification Experience (including from present employer) indicating clearly the date of joining and relieving of the posts (e.g. experience certificate, pay slips, Form-16, job assignment, joining & separation order etc.).
- f. Self attested Certificate of Scheduled Caste/Tribe/Latest OBC(NCL)/latest EWS/PWD/Ex-Serviceman as the case may be from appropriate authorities (if applicable).

- g. Self attested proof of identification (Aadhar Card,PAN Card,Voter Identity Card,Indian Passport etc.)
- h. Documentary proof of the required Gross Drawn remuneration must be for one year.
- i. One recent Passport size color photograph. The photo-print should be clear and should have full face, front view, eyes open.
- j. Any other document as deemed fit.

All eligible applicants are requested to go through the detailed advertisement carefully to clear all doubts/queries before applying. Queries, if any are to be sent on the e-mail id [epico@epi.gov.in](mailto:epico@epi.gov.in) / [Contact Recruitment Cell – 011-24361666](tel:011-24361666).

No other means/mode of application will be accepted. The application submission is open from **9.30 AM on 11.07.2026 till 05.30 PM on 20.07.2026 and application received after due date will not be considered.**

**PRODUCTION OF DOCUMENTS IN ORIGINAL ALONGWITH SELF ATTESTED COPIES THEREOF BY THE CANDIDATES IS MANDATORY AT THE TIME OF INTERVIEW.**