



CIN-U35990TN2021GOI145504

**ENGAGEMENT OF RETIRED EXPERTS / CONSULTANTS / ADVISORS
(Advt No. AVNLCO/HR/2026/05)**

Armoured Vehicles Nigam Limited (AVANI) (AVNL) is a new Defence PSU with its headquarters at Avadi (Chennai). AVNL is engaged in the manufacturing of battle tanks (T-72, T-90, MBT Arjun), Infantry Combat Vehicles, Support vehicles (MPV, AERV etc.) and Defence mobility solutions (Stallion, LPTA etc.) for the armed forces and homelandsecurity agencies. It is the current market leader in this segment. It is a new Government Company with Great Future. It offers great work environment and challenging opportunities for the professionals to prove their mettle. **Applications are invited from professionals for the following position on Fixed Term Contract basis in AVNL Corporate Office, Avadi, Chennai - 600054:**

S. No	NAME OF THE POST	NO OF VACANCY	TOTAL REMUNERATION (PER MONTH) ALL INCLUSIVE
1.	Expert (Security)	01 [UR]	Basic - Rs. 1,20,000/- + IDA as applicable Special Allowance - 5% of Basic Conveyance - Rs.20,000/- Medical - Rs.3000/-

Note: Detailed terms, qualifications, experience, Job Specifications, Skills required for above mentioned post are attached at **Annexure-A**

How to apply

- Interested candidates may download the application from the website (www.avnl.co.in) as attached at **Annexure B** to this advertisement. Hard Copy of duly filled in application shall be submitted along with scanned self-attested copies of evidence of proof of age, qualification and experience, last drawn pay including level/grade or CTC as applicable etc. The application, complete in all respect together with the required fee should be sent through speed post/courier service to the **Offg. General Manager/HR (CO), Armoured Vehicles Nigam Limited, HVF Road, Avadi, Chennai - 600054** super-scribing the envelope with the Advertisement No & Name of the post applied for. **Last date for receipt of Application at AVNL CO is 15 days from the date of publication of this advertisement.**
- Application fee (Non-refundable Rs.300/-) to be paid **through SBI Collect (PSU -> Armoured Vehicles Nigam Limited (Tamil Nadu) -> AVNL CO -> Recruitment fees)** or by means of a Demand Draft drawn in favour of **Armoured Vehicles Nigam Limited**, payable at Chennai. SC/ST/PwD/Ex-SM/EWS/Female applicants are exempted from payment of application fees.

3. Non-attachment of required documents as per application format will be treated as incomplete application and will be rejected forthwith. It is mandatory to fill all the relevant information such as qualification details, experience details, percentage of marks etc. In case of any variation in Name/ surname/ spelling mentioned in the Application cum Bio-data and in educational/professional qualification certificates, application will be liable to be cancelled. AVNL management will not take any responsibility for any delay in receipt or loss in postal transit for any application or communication.

4. Applicant is requested to enter his/her active email address and mobile phone number which should be valid and operational, as all important communications will be sent to this email or mobile number. The engagement of above professionals on contract basis will be subject to the terms and conditions attached as **Annexure - C. All the candidates are required to go through the terms and conditions thoroughly before filing their applications.**

Sd-

HR Division, AVNL

**Annexure-A****DETAILED TERMS, QUALIFICATIONS, EXPERIENCE, JOB SPECIFICATION, SKILLS REQUIRED FOR THE POST OF EXPERT (SECURITY):**

S. No	Particulars	Details
1	No. of Positions	01 (Un reserved)
2	Age Limit	Below 65 Years.
3	Qualifications	Graduate in any discipline [including those awarded by the Armed Forces]; and Mandatory completion of specialized training course/ basic training course in Industrial Security
4	Experience	Experience of minimum 15 years in Security functions of a large scale security organizations like CISF/DSC/paramilitary forces, Miniratna /maharatna Category PSU, preferably DPSU or listed companies is preferable.
5	Job Description	<ol style="list-style-type: none"> 1. Implement security provisions as laid down in Security manual for Licensed Defence Industries and Industrial security manual 2020. 2. Clearly demarcate the areas as sensitive/high sensitive/classified areas/Buffer zones/manufacturing facility of Defence manufacturing establishments. 3. Fully conversant with security instructions regarding Personnel, documents, visitors, perimeter, contingency plans, computer and cyber security, material, communication security and ensure that security instructions are fully understood by the employees and are implemented or complied with , within their respective sections and offices. 4. Responsible for the proper conduct, discipline and performance of all the personnel in security department. 5. Responsible and ensure that the Security fully equipped modern gadgets & fire services section is fully equipped and personnel are well trained . Shall be responsible for prompt action wherever necessity arises. 6. Responsible for the duties of his subordinate staff and carry out any other reasonable orders issued to him by the Management. 7. Carry out periodical surprise Checks, mock drills for any eventuality and record of such checks. 8. Submit report to the Director/HR of the company indicating lapses notices by him as and when it occurs. 9. Arrange regular programs to appraise the employees on security matters. 10. Maintain constant liaison with law enforcing agencies and nodal officers of the Ministries on security matters. 11. Carryout improvement in the security system for the premises of AVNL and Units under his charge as required over and above Companies Security manual.

		<p>12. Arrange internal and external security audits.</p> <p>13. Liaise with Vigilance and CBI and other agencies for foreigners visiting the organizations.</p> <p>14. Coordinating/dealing with various Government Security& Fire authorities/ stakeholders.</p> <p>Knowledge of industrial:</p> <p>a. Security and Fire brigade</p> <p>b. Security modernization plan</p> <p>c. Disaster Management and Emergency Plans</p> <p>d. Control and command of Security wing of a large scale organizations.</p> <p>e. Protocol requirements to deal with VVIPs/ VIPs/ Ministers/ RRM / RM/PM/President</p> <p>f. Coordination and Liaising with State Police and other security Regulatory Authorities</p>
6	Tenure	The candidate will be engaged initially for a period of One year which may be extended year on year upto the age of 65 years based on the performance review.
7	Remuneration	Basic Rs. 1,20,000/- + IDA as applicable, Special Allowance 5% of Basic, Conveyance Rs.20,000/- Medical Rs.3,000/- pm.
8	Place of Posting	AVNL CO, Avadi, Chennai
9	Working Hours	As per office hours.
10	Policy	Engagement of Expert, Advisors and Consultants retired from AVNL/erstwhile ordnance Factories/other PSUs/Autonomous bodies/Government Departments/Defence services on contract basis on fixed term employment.

आर्मर्ड व्हीकल्स निगम लिमिटेड

भारत सरकार का उद्यम

रक्षा मंत्रालय



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ARMOURED VEHICLES NIGAM LIMITED

A GOVT. OF INDIA ENTERPRISE

MINISTRY OF DEFENCE

ADVT. NO. AND DATE _____

APPLICATION FOR THE POST OF _____

To
Armoured Vehicles Nigam Limited
Avadi, Chennai - 600 054

Annexure B

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

APPLICATION FOR ENGAGEMENT OF EXPERTS / ADVISORS/ CONSULTANTS

SL NO	PARTICULARS	DETAILS
1	Name (in Block Letters)	
2	Designation at the time of retirement	
3	PPO No.	
4	Pay Level / Pay Scale in which retired	
5	Name of the Organization / Department from where retired	
6	Date of retirement	
7	Address for communication	
8	Contact Mobile No. Alternate Contact No.	
9.	E-mail ID	
10	Qualification	
11	Experience details	Please provide the information in the format below
11	Telephone/Mobile No.	
12	Email Id	
13	Aadhaar Number/Pan Number	

14	Details of Application Fee Remitted Mode / DD No. // DD Date / Bank Details	
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15. EDUCATIONAL QUALIFICATIONS

S. No.	Qualifications from 10 th Class onwards	% of marks obtained/CGPA	Year of passing	Name of School / College	Affiliated institute/university

16. PARTICULARS OF EXPERIENCE

Name of the Company / Organization	Post Held	Period of Employment		Pay Scale/Level & Grade Pay in case of PSUs / Govt. Depts.	CTC (In Rs.) in other cases	Major Responsibilities
		From	To			

Additional information if any which you would like to mention in support of your suitability for the post (Attach separate sheet, if necessary)

Declaration

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience. I understand that any willful misstatement described herein may lead to my disqualification or dismissal, if engaged.

Signature of the candidate

Date:

Place:

Documents to be enclosed (whichever applicable)

1. Valid document evidencing date of birth of the candidate (Secondary / Matriculation School Certificate / Birth Certificate).
2. Educational Certificates - Mark sheets & Degree (Diploma, Graduation, Post-Graduation)
3. Work experience –
 - a) Joining-Relieving Letter from Company/Organization.
 - b) Experience /Service Certificate/Salary statement/Bank Statement issued by Company/Organization. (It should indicate date of joining and date of relieving from each organization where worked).
 - c) Salary Certificate together with ITR or Form-16 A issued by present / past employers(s).
4. Caste Certificate in case of candidates belonging to reserved category

SELECTION PROCEDURE FOR ENGAGEMENT OF EXPERTS/ADVISORS/CONSULTANTS

The short listed candidates shall make a presentation before selection committee on their achievements and vision statement for the job applied. The candidates will be assessed on the following assessment parameters:

Criteria	Weightage
I. Assessment parameters	85 marks
1. Prior Work Experience: The candidate has experience of similar job.	10 marks
2. Technical /domain Expertise: The candidate possesses requisite technical skills to demonstrate critical thinking and problem solving.	10 marks
3. Strategic decision making and negotiation skills: The candidate can identify key issues by obtaining information and can establish long range goal. Can negotiate terms, agreements, schedules, deliverables with the customers / internal stakeholders / vendors /regulatory bodies.	40 marks
4. Knowledge of the business: Understand the financial indicators of business success and competitors strengths and weaknesses. Understand the present and future needs of the present and prospective customers/ stakeholders.	15 marks
5. Building successful Team: Using appropriate methods and a flexible interpersonal style to help build a cohesive team facilitating the completion of team goal.	15 marks
6. Creative and innovation: New and out of box thinking / lateral thinking / imagination, generate ideas for new projects / initiating workable ideas, techniques, solutions try new approaches and initiative to improve efficiency.	15 marks
II. Interview	15 marks

TERMS AND CONDITIONS FOR ENGAGEMENT OF EXPERTS/ADVISORS/CONSULTANTS

1.0 General Terms and Conditions:

1.1 **Vigilance/Disciplinary angle clearance:** The candidate shall be clear from Vigilance/Disciplinary angle at the time of retirement. For this purpose, the concerned HR department shall coordinate with the HR/Administration department of the incumbent's previous organization to obtain the vigilance clearance.

1.2 **Police Verification:** Police Verification Report shall be obtained by the individual at the time of engagement.

1.3 **Criminal Case Declaration:** The incumbent shall provide a declaration upon selection.

1.4 **Termination of Engagement:** CMD/Head of Unit reserves the right to short close the engagement on the following grounds:

- a) In case the information furnished by the Experts/Advisors/Consultants are found to be false at any stage;
- b) They are unable to fulfill the assigned tasks;
- c) They are found lacking in honesty and integrity;
- d) Due to change in business requirements;
- e) Any other reason as deemed fit by the Management;

1.5 In the event of termination/short closure of engagement, one month's notice on either side or remuneration in lieu of notice period shall be provided.

1.6 The decision of the Management in this regard shall be final and binding

1.7 **Confidentiality-cum-non Compete Agreement will be made at the time of joining.**

1.8 Existing Experts/Advisors/Consultants

Experts/Advisors/Consultants who are presently engaged with AVNL will continue as per the terms and conditions brought in the letter of Engagement issued to them. The revised remuneration and entitlements brought in the Policy shall be affected at the time of extension/renewal.

Illustration: For Experts/Advisors/Consultants who complete 2 years of engagement after issuance of this policy, the remuneration will be fixed at minimum of applicable scale and increment of 5% + 5% (with compounding effect) from date of the implementation of this policy.

2.0 Extension of Tenure:

- a) The extension of tenure (after completion of original period of engagement) shall depend on the business requirement, individual's performance, willingness to continue, medical fitness and recommendations of the concerned Director.
- b) Each extension shall be for a period of one year and the number of extensions shall not exceed the duration/upper age limit stipulated for each category.
- c) The Approving Authority for extension up to 3 years shall be Director/HR, Extension beyond 3 years shall be with the approval of CMD.

3.0 Conveyance:

- a) In respect of Experts/Advisors/Consultants equivalent to SAG & above or equivalent IDA Pay Scales engaged, the AVNL Office/Unit/Establishment shall make transport arrangements. The car provided should be co-terminus with the tenure.
- b) In the event of non-utilization of Company provided car, conveyance reimbursement shall be payable at the rate of Rs. 2000/- per month.

4.0 TA/DA:

Experts/Advisors/Consultants shall be entitled to TA/DA for official journeys within India as applicable to their Grade/Pay level as per AVNL Travelling Allowances Rules.

5.0 Accommodation:

- a) During the official visits, Guest House accommodation may be arranged based on availability. In the event of non-availability of Guest House, stay in Hotels shall be regulated as per the TA/DA Rules. (Equivalent to AVNL Scale of Pay).
- b) Experts/Advisors/Consultants will be provided Company accommodation based on the availability at their places of postings.

6.0 Leave:

Experts/Advisors/Consultants shall be eligible for 15 days of Casual-cum-sick leave in a calendar year on pro-rata basis. Leave not availed during a calendar year cannot be carried forward and will lapse at the end of the calendar year.

7.0 Reporting and Administrative Support:

- a) They shall report to the concerned Head of AVNL Office/Unit. Periodic report on a quarterly basis with respect to the activities performed and evaluation of their performance shall be reported to the Concerned Director by the Unit Head/Divisional Head.
- b) The HR Head of AVNL Office/Unit will provide the required administrative support and arrange for payment of remuneration and other charges.
