

Dated : 28/03/2020



HLL INFRA TECH SERVICES LTD.

(100% Subsidiary of HLL Lifecare Limited, A Government of India Enterprises)

B-14A, Sector-62, Noida, U.P.-201301

HITES - HLL Infra Tech Services Ltd, a subsidiary of HLL Lifecare Limited, a Government of India Enterprise, is specialized in Infrastructure Development, Facility Management, Procurement services and Biomedical Engineering services in Healthcare Sector offers challenging career opportunities. We are looking for experienced professionals in various levels in the area of **Infrastructure Development, Bio Medical Engineering, Procurement** and other Support Functions / disciplines like **Finance, HR,IT etc.** for our Offices / Divisions / Projects sites located across the country and overseas locations for recruitment on **Regular / Fixed Term Contract (FTC)** basis as per details given below:

Sl.No	Division	Post Code	Position / No. of Post (Indicative)	Type	Upper Age Limit as on 01/03/2020	Essential Qualification	Pay Range	Essential Experience as on 01/03/2020
1	Infrastructure Development	HITES/REC-IDD/01/2020	Deputy Vice President (Civil) (1 Nos.)	Regular	50 Years	B E / B Tech-Civil (Full Time)	E-5 (32900-58000)	Minimum 12 years post qualification work experience in Project Planning, Detailed Engineering Coordination with all techno-commercial aspects, and finalisation of tender documents, contract Management, Project Execution, and Estimation & Project Management of large scale building construction projects / multistoried healthcare projects from concept to commissioning.
2	Finance Division	HITES/REC-FIN/01/2020	Deputy Vice President (Finance) (1 Nos.)	Regular	50 Years	CA/ICWA (Final)	E-5 (32900-58000)	Minimum 12 years of post qualification experience in different areas of Finance & Accounts viz. Project & corporate accounting, Financial management, Budgetary planning & control, Treasury management, finalization of accounts, compilation of accounts, auditing management, taxation, tendering, costing of projects, MIS, liaisoning with Ministries, Govt. Department, CAG, bank etc.
3	Bio Medical Engineering	HITES/REC-BME/01/2020	Deputy Vice President (BME) (1 Nos.)	Regular	50 Years	B E / B Tech (Bio Medical Engineering)	E-5 (32900-58000)	Minimum 12 years post qualification work experience required out of which at least 10 years in a Senior Managerial Position. The person must have at least 5 years of experience in Radiotherapy field, Thorough knowledge of gap analysis for Hospital Equipment, Preparing Equipment price estimate for budgeting, Hospital Planning, Preparation of technical specification for various Medical Equipment, Handling pre-dispatch and post-dispatch inspections. Equipment layout planning and pre-installation requirement, knowledge of equipment safety standards / hospital services like MGPS, MOT, CSSD etc.

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4	Information Technology	HITES/REC-IT/01/2020	Deputy Vice President / Deputy General Manager (IT) (1 Nos.)	FTC	50 Years / 45 Years	B E / B Tech (Information Technology) (Full Time)	E-5 (32900-58000)/ E-4 (29100-54500)	Minimum 12Years for DVP Position / 10 Years for DGM position of post qualification work experience in computer hardware, network and security systems. Hands on experience in trouble shooting network components, firewall, LAN, WAN etc. Incumbent should have experience in implementation of ERP and should be well versed with ERP (Preferably SAP), working especially in MM,PS,PM ESS, SRM (e-tendering) modules and should be able to use the modules for business processes and support the end users. Should be able to negotiate with service providers, vendors, train vendors in e-tendering and provide support etc. Management of e-mail services, domain registration and website management.
5	Procurement & Consultancy	HITES/REC-PCD/01/2020	Deputy General Manager (Procurement) (2 Nos.)	Regular	45 Years	Graduate in Engineering (Full Time)	E-4 (29100 - 54500)	Minimum 10 years post qualification work experience required. Out of total Qualification experience candidate should have at least 5 years of hands on experience in Public Procurement Procedure of Medical Equipment, Goods, Material etc. Experience in Medical Equipment Procurement in Govt. /PSUs is Desirable.
6	Bio Medical Division	HITES/REC-BME/02/2020	Deputy General Manager (BME) (1 Nos.)	Regular	45 Years	B E / B Tech (Bio Medical Engineering) (Full Time)	E-4 (29100 - 54500)	Minimum 10 years post qualification work experience Radiotherapy field, through knowledge of gap analysis for Hospital equipment, preparing equipment price estimate budgeting, Hospital Planning, preparation of technical specification for various Medical Equipment, handling pre-dispatch and post dispatch inspections. Equipment layout planning and pre-installation requirement, knowledge of equipment safety standards/hospital services like MGPS, MOT, CSSD etc.
7	Finance Division	HITES/REC-FIN/02/2020	Deputy General Manager / Senior Manager (Finance) (1nos.)	Regular	45 Years	CA/ICWA (Final)	E-4 (29100 – 54500) / E-3 (24900-50500)	Minimum 10 yrs for DGM Post /8 Yrs for SM Post of post qualification work experience at managerial level in different areas of Finance & Accounts viz. Project & corporate accounting, Financial management, Budgetary planning & control, Treasury management, finalization of accounts, compilation of accounts, auditing of management, taxation, tendering, costing of projects, MIS, liaisoning with Ministries, Govt. Department, CAG, bank etc.

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8	Infrastructure Development	HITES/REC-IDD/02/2020	Chief Project Manager (Civil) (2 Nos.)	FTC	50 Years	B E / B Tech- Civil (Full Time) Or Diploma Civil (Full Time)	E-4 (29100 – 54500)	Minimum 15 Years for Degree holders / 18 years for Diploma holders of post qualification work experience in Project Planning, Contract Management, Project Execution, preparation of cost estimates & detailed project reports, review drawings, preparation of tender documents, quantity surveying, processing of bills etc. as per Govt. /CPWD procedures, monitoring construction management at sites with specified QA/QC standards, liaisoning with clients, consultants, contractors & other stakeholders including Govt. Statutory authorities as per requirements for large scale building construction projects / multistoried healthcare projects from concept to commissioning.
9	Infrastructure Development	HITES/REC-IDD/03/2020	Senior Manager (Civil) (1 No.)	Regular	45 Years	B E / B Tech-Civil (Full Time)	E-3 (24900-50500)	Minimum 8 Years of post qualification work experience in Project planning and Execution & contract management of civil & allied works of large sized multi storied building preferably Hospitals & other Health care projects The detailed task includes preparation of cost estimates & detailed project reports, review of drawings, preparation of tender documents, quantity surveying, processing of bills etc. as per Govt. CPWD procedures, monitoring, construction management at sites with specified QA/QC standards, liaisoning with clients, consultants, contractors & other stakeholders including Govt. Statutory authorities as per requirement.
10	Procurement & Consultancy	HITES/REC-PCD/02/2020	Senior Manager (Procurement) (1 Nos.)	Regular	45 Yrs.	Graduate in Engineering (Full Time)	E-3 (24900-50500)	Minimum 8 Years of post qualification work experience in Indent Scrutiny, Bid Documentation preparation, Tendering, Bid Scrutiny, Evaluation for Procurement of Medical Equipment / Hospital consumable etc.. Experience in Govt. /PSUs is Desirable.
11	Procurement & Consultancy	HITES/REC-PCD/03/2020	Senior Manager (Contract Management) (3 Nos.)	Regular	45 Yrs.	Graduate in Engineering (Full Time)	E-3 (24900-50500)	Minimum 8 Years of post qualification work experience in post contract Management of Medical / Cold chain Equipment / Drugs etc. Which includes coordination with all authorities after processing of order, L/C management, pre and post shipment inspection, delivery monitoring, Bill processing and payment release to suppliers etc.. Experience in Govt. /PSUs is Desirable
12	Bio Medical Engineering	HITES/REC-BME/03/2020	Senior Manager (BME) (3 Nos.)	Regular	45 Years	B E / B Tech (Bio Medical Engineering) (Full Time)	E-3 (24900-50500)	Minimum 8 Years of post qualification work experience. The role in this position requires experience in the key tasks of Planning, Preparation of specifications, review of drawings, cost estimation, tendering, Installation, Testing & Commissioning& processing of bills of Bio-Medical/Hospital equipment for Hospitals & Healthcare projects..

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13	Infrastructure Development	HITES/REC-IDD/04/2020	Project Manager (Civil) (2 Nos.)	FTC	45 Years	B.E./B.Tech-Civil (Full Time) Or Diploma (Civil) (Full Time)	E-3 (24900-50500)	Minimum 8 Years for Degree holders / 11 years for Diploma holders of post qualification work experience in Project planning and Execution & contract management of civil & allied works of large sized multi storied building preferably Hospitals & other Health care projects. The detailed task includes preparation of cost estimates & detailed project reports, review of drawings, preparation of tender documents, quantity surveying, processing of bills etc. as per Govt. CPWD procedures, monitoring, construction management at sites with specified QA/QC standards, liaisoning with clients, consultants, contractors & other stakeholders including Govt. Statutory authorities as per requirement.
14	Infrastructure Development	HITES/REC-IDD/05/2020	Project Engineer (Electrical/Mechanical) (7 Nos.)	FTC	40 Years	B.E./B.Tech- Electrical/Mechanical (Full Time) Or Diploma (Electrical/Mechanical) (Full Time)	E-2 (20600-46500)	Minimum 8 Years for Degree holders / 11 years for Diploma holders of post qualification work experience in Project Execution including supervision, strict adherence with contractual terms & quality assurance, inspection and testing procedures, coordination skills, good knowledge in standard codes and CPWD specifications / manuals, quantity survey and review of daily site measurements, checking of bills w.r.t. MEP services for large sized / multi storied building. Experience on Hospital Projects will be preferred.
15	Infrastructure Development	HITES/REC-IDD/06/2020	Manager (Civil) (2 Nos.)	Regular	40 Years	B.E./B.Tech-Civil (Full Time)	E-2 (20600-46500)	Minimum 5 Years of Post Qualification work experience in Project planning and Execution & contract management of civil & allied works of large sized multi storied building preferably Hospitals & other Health care projects. The detailed task includes preparation of cost estimates & detailed project reports, review of drawings, preparation of tender documents, quantity surveying, processing of bills etc. as per Govt. CPWD procedures, monitoring, construction management at sites with specified QA/QC standards, liaisoning with clients, consultants, contractors & other stakeholders including Govt. Statutory authorities as per requirement.
16	Infrastructure Development	HITES/REC-IDD/07/2020	Manager (Architect) (1 Nos.)	Regular/FTC	40 Years	B. Arch (registered with council of architecture) (Full Time)	E-2 (20600-46500)	Minimum 5 Years of post qualification work experience in Preparation and Review of Architectural Building Plans and Designs of Multi Storied Buildings preferably Hospitals and Health care Projects using latest software.
17	Information Technology	HITES/REC-IT/02/2020	Manager (IT- Audio Visual & Communication System) (1 nos.)	FTC	40 Years	B.E./B.Tech. -Electronics & Communication / Information Technology (Full Time)	E-2 (20600-46500)	Minimum 5 Years post qualification work Experience in Audio Visual and Communication System.

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18	Bio Medical Engineering	HITES/REC-BME/04/2020	Manager (BME) (1 Nos.)	FTC	40 Years.	B E / B Tech (Electronics/Electrical) (Full Time)	E-2 (20600-46500)	Minimum 5 Years of post qualification work experience .The role in this position requires experience in the key tasks of Planning, Preparation of specifications, review of drawings, cost estimation, tendering, Installation, Testing & Commissioning& processing of bills of Bio-Medical/Hospital equipment for Hospitals & Healthcare projects..
19	Infrastructure Development	HITES/REC-IDD/08/2020	Project Engineer (Civil) (5 Nos.)	FTC	40 Years	B E / B Tech-Civil (Full Time) Or Diploma (Civil) (Full Time)	E-2 (20600-46500)	Minimum 5 Years for Degree Holders / 8 Years for Diploma Holders of post qualification work experience in Project planning and Execution & contract management of civil & allied works of large sized multi storied building preferably Hospitals & other Health care projects The detailed task includes preparation of cost estimates & detailed project reports, review of drawings, preparation of tender documents, quantity surveying, processing of bills etc. as per Govt. CPWD procedures, monitoring, construction management at sites with specified QA/QC standards, liaisoning with clients, consultants, contractors & other stakeholders including Govt. Statutory authorities as per requirement.
20	Information Technology	HITES/REC-IT/03/2020	Manager /Deputy Manager (IT) (2 Nos.)	FTC	40 Years	B E / B Tech (Information Technology / Computer Science) (Full Time)	E-2 (20600-46500)/ E-1 (16400 -40500)	Minimum 5 Yrs for Manager /3 Yrs for DM of post qualification work experience in e-office, Software development tools, Server infra management & networking.
21	Infrastructure Development	HITES/REC-IDD/09/2020	Deputy Manager (Electrical/Mechanical) (2 Nos.)	Regular	40 Years	B.E. / B.Tech (Electrical/Mechanical) (Full Time)	E-1(16400 - 40500)	Minimum 3 Years of post qualification work experience in Project planning and Execution & Contract management of civil & allied works of large sized multi storied building preferably Hospitals & other Health care projects The detailed task includes preparation of cost estimates & detailed project reports, review of drawings, preparation of tender documents, quantity surveying, processing of bills etc. as per Govt. CPWD procedures, monitoring, construction management at sites with specified QA/QC standards, liaisoning with clients, consultants, contractors & other stakeholders including Govt. Statutory authorities as per requirement..