

**No. 12(6)2014-SD-I**  
**Government of India**  
**Ministry of Steel**  
**Udyog Bhawan, New Delhi**

**Advertisement for the post of Director, National Institute of Secondary Steel Technology (NISST), Mandi Govindgarh**

Applications are invited for the post of Director, National Institute of Secondary Steel Technology (NISST), Mandi Govindgarh, Punjab. The details of the post are as under:-

1.	Name of Organisation	National Institute of Secondary Steel Technology (NISST)
2.	Name of the Post	Director (Head of the Organization)
3.	No. of vacancy	One (1)
4.	Place of posting	Mandi Govindgarh (Punjab)
5.	Scale of pay	E-8 (Rs.51,300-73,000) - (Pre-revised)

**6. Profile of the Organisation**

National Institute of Secondary Steel Technology (NISST) aims to be a single source for all the requirements of the secondary steel sector with main objectives as follows:

1. To provide trained technical manpower to the secondary steel sector through short-term and long-term courses and to update their knowledge base.
2. To bring awareness about the state-of-the-art technologies by holding Seminars, Workshops, Symposia etc.
3. To provide various industrial services and testing facilities required for producing quality products.
4. To extend consultancy services to industries in term of solving technological problems, improving efficiency and reducing pollution levels to meet societal expectation for sustainable growth.
5. To promote research & development and design work in frontier areas for providing update technology to this sector either independently or in collaboration with institutes of repute.
6. To prepare data bank about the secondary sector and thus organize documentation and information retrieval services to the industry.
7. To provide the platform for interaction between industry and educational as well as research institutions.

Besides above, NISST guides the Ministry of Steel from time to time regarding measures to be taken for improving secondary sector performance and its competitiveness.

**7. Job Description and Responsibilities**

The Director as the Principal Executive officer shall be responsible for the proper administration of the affairs and funds of the NISST and shall report to the Board headed by the Joint Secretary –Steel, nominated by the Ministry of Steel. He/She shall be vested with such executive and administrative powers of the NISST as may be necessary or incidental for the purpose.

**8. Eligibility Conditions:**

Candidate should have adequate experience in Metallurgical industry as Technologist/ R&D/ Management expert / Industrial expert of National /International repute. The candidate should have a successful track record of leadership in academic/industry/ R&D as well as team building. He/she should have demonstrated ability to manage teams and interface with industry, academia etc., and possess excellent inter-personal/networking skills.

**9. Educational qualifications (Essential & Desirable)****A: Essential**

Bachelor Degree in Metallurgical Engineering or Mechanical Engineering from a recognized University.

**B: Desirable**

Preference shall be given to candidates having MBA or Master's in Metallurgical/ Material Science/ Mechanical Engineering

**10. Experience**

Candidate should be well conversant with the problems and prospects of the Iron & Steel Industry with special emphasis on the secondary steel sector.

Preference would be given to person having experience as Head of the Department / Division of an organization either in steel industry or any other metal industry. The person should have a track record of collaboration with different institutes/ organizations of repute and have demonstrated leadership in promoting development and adoption of technology/ innovation for continuous improvement

**11. Age:** Preferably between 45 Years - 55 Years, but in exceptional cases higher age can also be considered

**12. PERIOD OF DEPUTATION:-**

The Director of the Institute shall be appointed by the Board for a period of five years (one year probation period + 4 years) at a time. Such Director shall be eligible for re-appointment for one or more terms of three years each at a time to be decided by the

Board **subject to the age limit of 65 years.**

**13. Mode of appointment**

The position is open to all and people working with private or public sector or Government organizations or quasi government organizations are eligible to apply. The application should also be sent on the following e-mail id ([d1steel@nic.in](mailto:d1steel@nic.in)). However only physical application with all the required documents like 1. Education Qualification. 2. Experience 3. Date of Birth etc. and complete in all respects received shall be considered.

- The applications may be forwarded to Section Officer, SD I, Ministry of Steel, Udyog Bhawan, New Delhi 110107.
- Last date of receiving application is 15<sup>th</sup> December, 2018.
- Applications received after the last date or found incomplete will not be considered.

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**Annexure-I**

**Performa for application to the post of Director, NISST**

1. Name (In capital letter) :
2. Father/Husband's Name :
3. Date of Birth :
4. Designation of the Applicant (In full) :
5. Address for communication :
6. Tel. No. Office: Residence:  
Mobile No.: E Mail address
7. Office Address :

8. Eligibility Criteria:-	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualification (along with			

the name of Institution)			
Pay Scale			
Length of service in eligible pay scale			

9. Positions held during the preceding ten years:-

S.No.	Designation, and place of posting	Organisation	From	To	Pay scale

10. Nature and duration of experience relevant for the advertised post and job description

Sl.No.	Designation and place of posting	Organisation	From	To	Pay scale

11. In case the candidate is holding the present post on lien/deputation basis:-

- a) Name of the organization in which the lien is held.
- b) The date from which the lien is held
- c) Date from which candidate is on deputation

12. (a) whether any punishment awarded to the applicant during the last 10 Years, if yes, the details there of

Y	No
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12.(b) whether any disciplinary action or inquiry is going on against him as far as his knowledge goes. If yes, the details thereof.

Y	No
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13. REFERENCES:

I. Name	I. Name
II. Designation	II. Designation
III. Organisation	III. Organisation
IV. Address	IV. Address
V. Phones	V. Phones
VI. Email address :	VI. Email address :

I certify that the details furnished by me in Cols. 1 t 12 are true and I am eligible for the post. I further submit my willingness that I will join the post, if selected.

Date

(Name and signature of the applicant)

**(For people applying on Deputation: To be filled by the  
Ministry/Department/PSU/Organisation concerned)**

It is certified that the particulars furnished above have been scrutinised and found to be correct as per official records.

Signature & Designation of the  
Competent Forwarding Authority  
with Tele. No. & office Seal