



NATIONAL COUNCIL FOR CEMENT AND BUILDING MATERIALS
(Under the Administrative Control of Ministry of Commerce & Industry, Govt. of India)
34 km stone, Delhi-Mathura Road (NH-2), Ballabgarh-121004, Haryana, India.
Ph: +91-129-4192222/2242051 Fax: +91-129-2242100
Website: www.ncbindia.com

REQUIRES (ON CONTRACT BASIS)

S.NO	Post	Qualification & Experience	Consolidated Salary (Rs) (Per Month)	Age Limit	No of Posts
1	Materials Management Executive	BE / B. Tech in Mechanical/ Electrical/ Civil Engineering. Candidate should have minimum 3 years' experience in the procurement procedure and using Central Public Procurement Portal preferably in Government Institution.	45,000/-	35 yrs	01
2	Laboratory Technician	B Sc (PCM) Candidate should have minimum 10 years' experience in the field of mechanical Testing of cement and Building Materials	25,000/- to 30,000/-	45 yrs	01
3	Office Management Executive	Graduate / Post Graduate in any discipline 3 yrs in the office of Chief Executive / Director of an organization preferably in Government Institution with proficiency in MS Office / Liaison with Government organizations	25,000/-	30 yrs	01

NOTE

1. For sl.no 1 & 3; Candidates should have minimum 1st division / 60% in Graduation.
2. Preference will be given to candidates having meritorious academic qualifications and relevant experience
3. Salary will be fixed depending upon qualification and experience of the candidates.
4. Age Relaxation is applicable as per Government of India Rules to candidates belonging to 'SC', 'ST', 'OBC' categories. NCB reserves right to relax upper age limit for deserved candidates.
5. Canvassing in any form and/or bringing influence political or otherwise will be treated as a disqualification for the post.
6. Interim queries will not be entertained.
7. Council reserves the right to raise minimum standards and /or relax age, experience in deserving cases. Number of Post may increase or decrease according to the need of the council.
8. Interested candidates may apply on the above address by sending their application (along with recent passport size photograph) to the Director General **within 15 days** of publication of this advertisement (**In Employment News**) on plain paper giving all details related to name, age, qualification, experience, postal address (contact number) etc along with self-attested copies of all mark sheet / degrees and experience details. Application received **through email and fax will not be considered**.
9. For detailed information, please visit our website <http://www.ncbindia.com>. All corrigenda, addendum, amendments, clarification etc. to this advertisement will be posted on this website only.

DIRECTOR GENERAL

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