



# Hindustan Copper Limited

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Kolkata – 700 019

CIN: L27201WB1967GOI028825, Tel: 033 2283-2226

Website: [www.hindustancopper.com](http://www.hindustancopper.com)

Advt. No. : Estt./1/2030/2025-26

Date: 03.01.2026

## Engagement of Subject Experts on Retainership Basis

1. Hindustan Copper Limited (HCL) a vertically integrated, multi-unit, Schedule-A, Miniratna, Category – I Central Public Sector Enterprise, invites applications for Engagement of Subject Experts having expertise or domain knowledge in various disciplines.
2. The details of the required subject experts are as follows:

| Name of the Post         | Domain                    | No. of Posts | Eligibility, Job Description / Scope of Work & Other details are attached at |
|--------------------------|---------------------------|--------------|--|
| Senior Subject Expert    | Mining                    | 01           | Annexure-1   |
|                          | Environment               | 01           | Annexure-2   |
| Subject Expert           | Mining                    | 01           | Annexure-3   |
| Associate Subject Expert | Geology                   | 01           | Annexure-4   |
| Assistant Subject Expert | Official Language (Hindi) | 01           | Annexure-5   |
| Medical Professional     | M & HS (MBBS)             | 01           | Annexure-6   |
|                          | M & HS (MD-Medicine)      | 01           | Annexure-7   |

3. **Mode of Selection:** Through Personal Interview

4. **How to Apply:**

(a) Eligible applicants shall fill in their details in the prescribed Proforma (Annexure A).

(b) Thereafter, applicants shall submit their details (credentials and supporting documents) through the **Google Form link** <https://forms.gle/oan5dnptvi9GnsZ7>. Applicants are required to upload the duly filled-in application along with all supporting documents relating to the eligibility criteria **in a single PDF document** using the above-referred Google Form link.

(c) Applicants shall also be required to submit the duly filled-in application along with supporting documents by sending an email to [careershindcopper@gmail.com](mailto:careershindcopper@gmail.com).

(d) In case of any difficulty in submitting details through the Google Form, applicants may contact at [careershindcopper@gmail.com](mailto:careershindcopper@gmail.com) or call -033 35149550 (Extension-108/136).

(e) **Last date of submission of applications is 13.01.2026.**

5. Type of Engagement: Part-time retainership contract.

6. Honorarium per Month: Honorarium and other entitlement during the engagement will be as under:

| Level                                    | Number of Visits                           | Honorarium per visit in Rs.       | Travelling Entitlement, DA during official tour and Hotel Accommodation  |
|--|--|-----------------------------------|--|
| Senior Subject Expert                    | 16 Visits per Month.                       | ₹6,250/-                          | Air: Economy Class.<br>Rail - AC 1 Class / Actual bus fare.<br>DA:<br>Senior Expert @ ₹1500/- per day.   |
| Subject Expert (E9 & E8 grade)           |  | ₹5,500/-                          |  |
| Associate Subject Expert (E7 grade)      |  | ₹4,750/-                          |  |
| Assistant Subject Expert (E5 & E6 grade) |  | ₹3,500/-                          | Subject Expert / Associate Subject Expert / Assistant Subject Expert @ ₹1000/- per day.<br>Hotel Accommodation:<br>As per entitlement of the equivalent level officer at HCL on regular basis. |
| Medical Professional                     | As per requirement of the User Department. | MBBS: ₹3,500/-<br>MD/MS: ₹4,750/- | Rail / Bus: AC II Tire Sleeper / Actual Bus fare.<br>DA: @ ₹800/- per day.   |

## 7. General Terms & Conditions

- i) Reckoning Date: For computing eligibility with respect to age, experience, etc., shall be **03.01.2026**.
- ii) In the event of death, injury or illness of any level of Subject Expert (Including Medical Professional) engaged on Retainership Contract which is attributable to the performance of engagement on behalf of HCL under the terms of part time retainership contract while the subject expert is travelling at the expenses of HCL or is performing any responsibility under retainership contract in any office or premises of HCL the Senior Subject Expert/Subject Expert/Associate Subject Expert/Assistant Subject Expert's/ Medical Professional's dependents, as appropriate, shall not be entitled to any compensation.
- iii) **Fitness:** - Engagement in all cases will be subject to the Expert's being found medically fit and being declared so by a registered medical practitioner.
- iv) There will be no employer-employee relationship between HCL and the Expert engaged under this advertisement.

- v) If the performance of the Expert is not found satisfactory, the Management will reserve the right to terminate the engagement of the Expert.
- vi) Experts, thus engaged, shall not be entitled to any medical reimbursement or the benefits, such as EPF, Gratuity, HRA etc.
- vii) **Professional Liability:** -Expert, engaged from other PSUs/ Central Govt. / State Govt. shall not undertake work that involves entering into financial commitments for exercising powers or matters, which are likely to bind the company. However, they may give their views and recommendations put up to them for consideration and decision of the management.
- viii) **Confidentiality of data & documents:** - The Experts, thus engaged, will maintain absolute secrecy and confidentiality in matters related to all official documents / information or any other data (either in hard copy or soft copy), which they acquire or that may come to their knowledge during their engagement. The Experts thus engaged shall not carry any document/paper/floppy/pen drive/data/Cartridge / Compact Discs, etc., out of the office premises without obtaining prior or specific written permission from the respective Head of Department/ Director.
- ix) **Tax Deduction at Source:** - The Income Tax, as applicable, would be deducted at source from the payment made to them.
- x) **Integrity and discipline:** -Further, the Experts, shall, at all time, during their engagement maintain absolute integrity, office discipline devotion to duty and do nothing which is against the interest of HCL. Any contravention to this condition will entail immediate termination of their engagement.
- xi) **TA /DA:**-Upon engagement, when the Expert reports for joining, and when the Expert is required to visit any other project/ office of HCL or anywhere else in the country, he/she will be paid hotel accommodation and DA and travel allowance (TA) in accordance with the Scheme for Engagement of Subject Experts on Retainership Basis. Details are mentioned above in Honorarium table.

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**Annexure -1**

**Senior Subject Expert- Mining**

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|------------------------|--|
| Name of the Department | Mining   |
| <b>No. of Posts</b>    | <b>01</b>  |
| Eligibility Criteria   | <ul style="list-style-type: none"><li>a) Experience:40 years of experience in U/G metal,</li><li>b) Experience level and organization: Former CMD, Former Directors of CPSUs or retired from equivalent position from Central / State Government / Undertakings / Enterprises / Union Territories and Autonomous Bodies under Central / State Government or any other organization.</li><li>c) Qualification: Graduation Level: B.Tech., Mining Engineering Statutory / Professional Certificate: 1<sup>st</sup> Class Mine Manager's Certificate of Competency from DGMS, Metal U/R</li><li>d) Maximum Age: 70 years and be relaxed for the right candidate subject to approval of Competent Authority.</li></ul>   |
| Scope of Work          | <ul style="list-style-type: none"><li>i) To visit for 4-5 days (stay at site) in a month, visit all vulnerable area and stability affected working area and also take note of ground instruments installed and their condition, note observations of visible ground changes if any, ground seepage, major discontinuity, abnormal indications related to stability etc.</li><li>ii) To visit the site in case of urgencies whenever necessary to be available on all weekdays, online by phone or on-call or mail, for time to time advice and for guidance to site executives on ground conditions or geotechnical related operations.</li><li>iii) To be associated with 2 (two) site engineers from HCL, preferably mining engineer or mine geologist and to follow up on recommendations from time o time and to take regular ground feedback. To monitor and train 2 (Two) site engineers to be able to develop themselves in the long run and work independently.</li><li>iv) To advise any specific ground stability issues that needs to be addressed urgently.</li><li>v) To suggest effective ground supporting, wherever required, based on poor or bad ground condition, stoping geometry related instability predictions, induced stress or seismic conditions. This will be in addition to normal SSR.</li><li>vi) To advice, guide, review scientific studies carried out by institutes or national agencies, related to mine excavation and geometry, whenever required for realistic implementation of the results or outcome, as and when necessary.</li><li>vii) To advise and recommend stable and optimum sequence of stoping / filling for maintaining local and achieve output maximization with minimal business hazards.</li><li>viii) To advise and provide guidance on effective ground instrumentations planning, analyze instrument readings, suggest quality monitoring so as to get realistic understanding of ground response and enable effective prediction capability.</li><li>ix) To advise on long term stability of mine, where large open pits with high benches and large catchment areas with water ponding hazard are present above the underground workings, and hence heavy seepage or large inrush potential exists in the long term.</li></ul> |

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|----------------------------------|--|
|                                  | <ul style="list-style-type: none"> <li>x) To advise on preparation of standard operating procedure for paste filling and erection of fill barricade and safe filling cycle as and when required.</li> </ul>  |
| Deliverables                     | <ol style="list-style-type: none"> <li>1) Quarterly report on ground for geotechnical &amp; stability, observations/suggestions.</li> <li>2) Instrumentation planning/analysis.</li> <li>3) Train two engineers.</li> <li>4) Advice in future planning.</li> <li>5) Guide &amp; interact with scientific agencies.</li> <li>6) Device stope fill placement and paste stability studies.</li> <li>7) Guide in stope blasting &amp; studies.</li> <li>8) Advice on ground support.</li> <li>9) Available on line when off-site for urgent geotechnical matters.</li> </ol> |
| Frequency of Service Requirement | Monthly visit (4-5 days a visit)   |
| Place of Posting                 | Malanjkhand Copper Project, Malanjkhand, Balaghat, Madhya Pradesh-481116   |
| Reporting Structure              | GM (Mines) / MCP   |
| Proposed Duration of Engagement  | 12 months  |

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**Annexure-2****Senior Subject Expert- (Environment)**

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|----------------------------------|---|
| Name of the Department           | Mining  |
| <b>No. of Posts</b>              | <b>01</b>   |
| Eligibility Criteria             | <p>a) Experience: Minimum 30 years of experience in which last 15 years shall be in the area for which engagement is considered.</p> <p>b) Experience level and organization: Former CMD, Former Directors of CPSUs or retired from equivalent position from Central / State Government / Undertakings / Enterprises / Union Territories and Autonomous Bodies under Central / State Government or any other organization.</p> <p>c) Qualification: Bachelor's Degree in Engineering/Technology with Post-Graduate Degree/Diploma in Environmental Engineering/Environmental Science; or Bachelor's Degree in Environmental Engineering/Environmental Science.</p> <p>d) Maximum Age: 70 years.</p>   |
| Scope of Work                    | <p>i) Integrate Environmental, Social, and Governance (ESG) considerations into exploration and mining projects, ensuring alignment with global sustainability standards.</p> <p>ii) Assess company operations and their impact on the natural environment, including resource extraction, utilization, pollution, and climate change.</p> <p>iii) Develop and implement strategies for biodiversity protection, conservation of non-renewable resources, and sustainable resource management.</p> <p>iv) Identify and mitigate environmental and social risks associated with exploration and mining activities.</p> <p>v) Formulate frameworks for monitoring and reporting ESG performance indicators for internal and external stakeholders.</p> <p>vi) Provide expert advice on reducing carbon footprint, improving energy efficiency, and adopting cleaner technologies.</p> <p>vii) Support compliance with statutory obligations, ESG disclosures, and international best practices.</p> <p>viii) Prepare technical reports, sustainability documents, and presentations for committees, regulatory bodies, and investors.</p> |
| Deliverables                     | To reduce litigation matters related to Environment cell.   |
| Frequency of Service Requirement | Once in two months-4 days in a visit for each unit.   |
| Place of Posting                 | Khetri Copper Complex (KCC), Khetri Nagar, Jhunjhunu, Rajasthan-333504 and Malanjkhand Copper Project (MCP), Malanjkhand, Balaghat, Madhya Pradesh-481116   |
| Reporting Structure              | For KCC Unit: Unit Head- KCC<br>For MCP Unit: Unit Head - MCP   |
| Proposed Duration of Engagement  | Max for a period up to 12 months.   |

**Annexure-3**

**Subject Expert-Mining**

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|----------------------------------|--|
| <b>Name of the Department</b>    | Mining   |
| <b>No. of Posts</b>              | <b>01</b>  |
| Eligibility Criteria             | <ul style="list-style-type: none"><li>a) Experience: 35 years</li><li>b) Experience level and organization: Retired Executives at level of E-9 / E-8 of CPSUs or retired from equivalent position from Central / State Government Departments/ Undertakings/Enterprises / Union Territories &amp; Autonomous Bodies under State/Central Government or any other organization.</li><li>c) Qualification: Graduation Level: B.Tech (Mining Engineering)</li><li>d) Statutory / Professional Certificate: 1<sup>st</sup> Class Mine Manager's Certificate of Competency from DGMS.</li><li>e) Maximum Age : 70 years.</li></ul> |
| Scope of Work                    | <ul style="list-style-type: none"><li>i) Assist HCL to any other technical matters and other related matters, as and when required.</li><li>ii) Required to visit any of the Units of HCL as and when required.</li><li>iii) Any other work as and when assigned by the Controlling Authority.</li></ul>   |
| Deliverables                     | <ul style="list-style-type: none"><li>1) Preparation of periodic reports and letters as per requirement.</li><li>2) Providing written reports/briefs on any other assignments or tasks entrusted by the Controlling Authority from time to time as per requirement.</li></ul>  |
| Frequency of Service Requirement | Max. 16 visits per month   |
| Place of Posting                 | Corporate Office, Kolkata  |
| Reporting Structure              | ED (Mines) / CO  |
| Proposed Duration of Engagement  | Initially for 12 months  |

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**Annexure-4**

**Associate Subject Expert- (Geology)**

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| <b>Name of the Department</b>    | <b>Mining</b>  |
| <b>No. of Posts</b>              | <b>01</b>  |
| Eligibility Criteria             | <ul style="list-style-type: none"><li>a) Experience: 30 years</li><li>b) Experience level and organization: Retired Executives at level of E-7 of CPSUs or retired from equivalent position from Central / State Government Departments/ Undertakings/Enterprises / Union Territories &amp; Autonomous Bodies under State/Central Government or any other organization.</li><li>c) Qualification: Post Graduate degree in Geology, Desirable - Ph.D. in Geology.</li><li>d) Maximum Age 70 years and be relaxable for the right candidate subject to approval of Competent Authority.</li></ul>  |
| Scope of Work                    | <ul style="list-style-type: none"><li>i) Reviewing the Notice Inviting tender for exploration License / composite license / Mining license blocks-including critical, strategic, and deep-seated mineral types-notified by central &amp; state governments on the MSTC website. This also involves studying the block summary technical reports prepared by internal HCL team to provide comprehensive technical inputs.</li><li>ii) Recommending the most geologically promising blocks for participation in e-auction, aligning with the HCL vision and diversification plans.</li><li>iii) Conducting thorough technical evaluation of geological reports and tender documents after purchase, supported by detailed technical summary reports from the HCL internal team.</li><li>iv) Evaluating various exploration activities mentioned in the exploration budget prepared by internal team for G4/G3/G2 and G1 stages.</li><li>v) Providing technical insights for preparing technical bid along with IPO for submitting bid for the shortlisted Exploration License / Composite License / Mining License blocks.</li></ul> |
| Deliverables                     | Technical recommendation either on the letter or through E-mail.   |
| Frequency of Service Requirement | As and when Central Govt. or various state governments notify the EL/CL/ML blocks on MSTC website to till submission of Technical bid on the due date mentioned in corrigendum that are regularly posted and updated in MSTC website / As per scheme for engagement of subject experts on retainership basis.  |
| Place of Posting                 | Corporate Office, Kolkata  |
| Reporting Structure              | ED (Mines)-RP / CO   |
| Proposed Duration of Engagement  | Initially for a period of 6 months   |

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**Annexure-5****Assistant Subject Expert –Official Language**

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| Name of the Department           | Official Language (Hindi)  |
| No. of posts                     | 01   |
| Eligibility Criteria             | <p>a) Experience: Minimum 30 years of post-qualification experience. Should have handled work related to:</p> <ul style="list-style-type: none"> <li>a. Implementation of Official Language (Rajbhasha) policies and directives of the Government of India.</li> <li>b. Drafting, vetting, and translation of official correspondence, circulars, reports, manuals, and technical/administrative documents.</li> <li>c. Conducting Hindi workshops, training programs, and Official Language implementation committees.</li> <li>d. Preparation and submission of quarterly/annual progress reports related to Rajbhasha.</li> </ul> <p>b) Experience level and organization: Retired Executives at level of E-6 &amp; E-5 of CPSUs or retired from equivalent position from Central / State Government Departments/ Undertakings/Enterprises / Union Territories &amp; Autonomous Bodies under State/Central Government or any other organization.</p> <p>c) Qualification: Master's Degree in Hindi with English as a subject at the Bachelor's degree level. OR Master's Degree in English with Hindi as a subject at the Bachelor's degree level. OR Master's Degree in any subject with Hindi and English as subjects at the Bachelor's degree level.</p> <p>d) Maximum Age : 70 years.</p> |
| Scope of Work                    | <p>i) Implementing the Official Language (Hindi) policy and ensuring compliance with rules and directives.</p> <p>ii) Translating, drafting, and vetting official documents, correspondence, and reports (English ↔ Hindi).</p> <p>iii) Organising workshops, training programmes, and related activities to promote Hindi usage and capacity-building.</p> <p>iv) Monitoring the use of Hindi in official work and preparing periodic progress reports for submission to higher authorities. Any other work as and when assigned by the Controlling Authority</p>   |
| Deliverables                     | <ol style="list-style-type: none"> <li>1) Accurate and timely translation/vetting of official documents, circulars, and reports (English ↔ Hindi).</li> <li>2) Organization of Hindi workshops/training sessions and submission of related reports.</li> <li>3) Preparation and submission of quarterly/annual progress reports on Official Language implementation.</li> <li>4) Recommendations and advisory notes for improving Hindi usage in official correspondence and records.</li> </ol>   |
| Frequency of Service Requirement | 16 visits per month  |
| Place of Posing                  | Corporate Office /Kolkata  |
| Reporting Structure              | AGM (HR) / CO  |
| Proposed duration of Engagement  | Max for a period of 12 months-along with extendibility if required for another 12 months.  |

**Annexure-6**

**Medical Professional-MBBS**

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|----------------------------------|--|
| Name of the Department           | Medical & Health Services, KCC Hospital  |
| <b>No. of Posts</b>              | <b>01</b>  |
| Eligibility Criteria             | <ul style="list-style-type: none"><li>a) Experience: Minimum 20 years' service in an organization as a Medical Officer / Consultant.</li><li>b) Qualification: MBBS</li><li>c) Statutory/Professional Certificate: Registration with any Medical Council (State) or MCI.</li><li>d) Maximum Age :70 years.</li></ul> |
| Scope of Work                    | <ul style="list-style-type: none"><li>i) OPD (9:00 AM to 01:00 PM) (04:00 PM to 06:00 PM)</li><li>ii) IPD in rotation with other GDMO</li><li>iii) Emergency Duties.</li></ul>   |
| Frequency of Service Requirement | 20 days in a month with OPD /IPD/ emergency duties in rotation.  |
| Place of Posting                 | KCC Hospital, Khetri Copper Complex, Khetri, Nagar, Jhunjhunu, Rajasthan – 333504  |
| Reporting Structure              | AGM (M&HS) / KCC   |
| Proposed Duration of Engagement  | 12 months with further extension depending upon performance.   |

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**Annexure-7**

**Medical Professional-MD (Medicine)**

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| Name of the Department           | Medical & Health Services, KCC Hospital   |
| <b>No. of Posts</b>              | <b>01</b>   |
| Eligibility Criteria             | <ul style="list-style-type: none"><li>a) Experience: Minimum 20 years' service as specialist in an organization.</li><li>b) Qualification: Graduation-MBBS with Post Graduation-MD (Medicine)</li><li>c) Statutory/Professional Certificate: Registration with any Medical Council (State) or MCI.</li><li>d) Maximum Age: 70 years</li></ul> |
| Scope of Work                    | <ul style="list-style-type: none"><li>i) OPD + IPD from (9:00 AM to 01:00 PM) (04:00 PM to 06:00 PM)</li><li>ii) For all working days (Maximum 20 days a month)</li><li>iii) Emergency Duties (On call basis)</li></ul>   |
| Frequency of Service Requirement | 20 days / month with (OPD & IPD from 09 :00 AM to 01:00 PM) Emergencies as & when required *24 hrs.   |
| Place of Posting                 | KCC Hospital, Khetri Copper Complex, Khetri, Nagar, Jhunjhunu, Rajasthan – 333504   |
| Reporting Structure              | AGM (M&HS) / KCC  |
| Proposed Duration of Engagement  | 12 months   |

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