



आईआरईएल (इंडिया) लिमिटेड
IREL (India) Limited
भारत सरकार का उपक्रम- परमाणु ऊर्जा विभाग
(A Govt. of India Undertaking – Dept. of Atomic Energy)
प्लॉट नं.1207, वीर सावरकर मार्ग, सिद्धिविनायक मंदिर के पास, प्रभादेवी, मुंबई-400028
Plot No.1207, Veer Savarkar Marg, Near Siddhivinayak Temple,
Prabhadevi, Mumbai- 400028
CIN: U15100MH1950GOI008187

विज्ञापनसं./Advt.No.CO/HRM/35/2026

DETAILED ADVERTISEMENT
FOR APPOINTMENT OF EXECUTIVES ON REGULAR BASIS

IREL (India) Limited is a Mini Ratna Category-I Central Public Sector Undertaking, under the Administrative Control of Department of Atomic Energy, having its Corporate Office at Mumbai and is operating its Atomic Mineral Mining and Mineral Separation Plants at Chavara (Kerala), Manavalakurichi (Tamil Nadu) & Orissa Sands Complex (OSCOM) (Odisha) to produce Ilmenite, Rutile, Zircon, Sillimanite, Garnet etc. IREL (India) Limited has also set up a Rare Earths Extraction Plant (REEP) at Odisha having capacity to produce about 11,000 ton Rare Earth Concentrate and a High Pure Rare Earths (HPRE) plant at RED, Aluva to produce individual Rare Earth Oxide/Carbonates. IREL (India) Limited has also setup Joint Ventures (JVs) viz. Industrial Development Corporation of Odisha Limited (IDCOL) for setting up a new Atomic Mineral Mining and Mineral separation plant in Ganjam District in Odisha; Tamil Nadu Minerals Limited (TAMIN) for mining and mineral separation and UKTMP JSC, Kazakhstan for setting up Titanium Slag Plant in Odisha. Besides, company's prestigious projects include Rare Earth and Titanium Theme Park at Bhopal, Madhya Pradesh.

In order to support growth and manage transformation challenges, IREL invites applications from qualified, talented, experienced, energetic and dynamic Indian Nationals for the following posts (Regular) for its various Projects/Units/Offices through online mode.

Opening date and time for online registration and submission of application	20/07/2026 (10:00 HRS)
Closing date and time for online submission of application	10/08/2026 (18:00 HRS)

[Click here to apply](#)

1.0 SUMMARY OF VACANCIES/POSTS:
Table-1

TECHNICAL DISCIPLINES						
Sl. No	Designation	Discipline	Grade	Qualification	Post Qualification Experience in Years	No. of Vacancies
1	Chief Manager	Mechanical	E-5	B.E. / B.Tech	13	1
2	Deputy Manager	Mechanical	E-2	B.E. / B.Tech	5	1
3	Assistant Manager	Mechanical	E-1	B.E. / B.Tech	2	6
4	Chief Manager	Electrical	E-5	B.E. / B.Tech	13	1
5	Deputy Manager	Electrical	E-2	B.E. / B.Tech	5	3
6	Assistant Manager	Electrical	E-1	B.E. / B.Tech	2	4
7	Deputy Manager	Chemical	E-2	B.E. / B.Tech	5	1
8	Assistant Manager	Chemical	E-1	B.E. / B.Tech	2	4
9	Deputy Manager	Mineral	E-2	B.E. / B.Tech	5	2
10	Manager	Mining	E-3	B.E. / B.Tech	8	1
11	Assistant Manager	Mining	E-1	B.E. / B.Tech	2	4
12	Deputy Manager	Commercial/ Purchase	E-2	B.E. / B.Tech	5	2
13	Deputy Manager	Industrial Safety	E-2	B.E. / B.Tech	5	2
14	Assistant Manager	Industrial Safety	E-1	B.E. / B.Tech	2	2
15	Assistant Manager	Instrumentation	E-1	B.E. / B.Tech	2	1
16	Dy.General Manager	IT	E-6	B.E. / B.Tech	16	1
17	Manager	IT	E-3	B.E. / B.Tech	8	1
18	Deputy Manager	IT	E-2	B.E. / B.Tech	5	3
19	Deputy Manager	Geology	E-2	M.Sc	6	1
NON-TECHNICAL DISCIPLINES						
20	Senior Manager	Legal	E-4	L.L.B	10	1
21	Manager	Legal	E-3	L.L.B	8	3
22	Senior Manager	Security	E-4	Graduate (ESM)	10	1
23	Manager	Security	E-3	Graduate (ESM)	8	1
24	Senior Manager	Medical	E-4	M.B.B.S	10	1
25	General Manager	Finance	E-7	CA/CMA/MBA	20	1
26	Chief Manager	Finance	E-5	CA/CMA/MBA	13	3
27	Senior Manager	Finance	E-4	CA/CMA/MBA	10	1
28	Deputy Manager	Finance	E-2	CA/CMA/MBA	5	2
29	Assistant Manager	Finance	E-1	CA/CMA/MBA	2	1
30	Deputy General Manager	Marketing	E-6	B.E /B. Tech with MBA	16	2
31	Deputy Manager	Sales	E-2	B.E./B. Tech	5	6
32	Deputy Manager- HRM (Admin.)	HRM(Admin)	E-2	MBA/MA/MSW in HRM	5	1
33	Deputy Manager	Legal & HRM	E-2	L.L.B with MBA/MA/MSW in HRM	5	1
34	Assistant Manager	HRM	E-1	MBA/MA/MSW in HRM	2	4
35	Assistant Manager	Rajbhasha	E-1	MA	2	2
36	Assistant Manager	Company Secretary	E-1	CS	2	1

Details regarding the posts are provided at Table-2 below.

DETAILS OF VACANCIES/POSTS:

TECHNICAL DISCIPLINES:

Table-2

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
Chief Manager-Technical (Mechanical) (E-5) Rs. 80,000-2,20,000/- CTC - 26.70 lacs 42 Years OSCOM, Odisha	B.E. / B.Tech or its equivalent in Mechanical Engineering.	13 Years of experience in mechanical engineering and maintenance of large manufacturing setups.	1 (UR)
Deputy Manager-Technical (Mechanical) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years. Manavalakurichi, Tamil Nadu		05 Years of experience in mechanical engineering and maintenance of large manufacturing setups.	1 (UR)
Assistant Manager - Technical(Mechanical) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years. 2-Chavara, Kerala/ 2-OSCOM, Odisha/ 2-RED, Aluva, Kerala		02 Years of experience in mechanical engineering and maintenance of large manufacturing setups.	6 [3-UR, 1-OBC(NCL), 1-EWS, 1-ST]
Chief Manager-Technical (Electrical) (E-5) Rs. 80,000-2,20,000/- CTC - 26.70 lacs 42 Years OSCOM, Odisha	B.E. / B.Tech or its equivalent in Electrical Engineering.	13 Years of experience in electrical maintenance of large manufacturing setups.	1 (OBC-NCL)
Deputy Manager-Technical (Electrical) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years. 2-Manavalakurichi, Tamil Nadu/1-OSCOM, Odisha		05 Years of experience in Electrical maintenance of large manufacturing setups.	3 [1-UR, 1-EWS, 1-OBC(NCL)]

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
Assistant Manager- Technical (Electrical) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years. OSCOM, Odisha		02 Years of experience in Electrical maintenance of large manufacturing setups.	4 [2-UR, 1-OBC(NCL), 1-EWS]
Deputy Manager- Technical (Chemical) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years. RED, Aluva, Kerala	B.E. / B.Tech or its equivalent in Chemical Engineering.	05 Years of experience in Manufacturing/Mining/Research Industry.	1 (UR)
Assistant Manager- Technical (Chemical) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years. 3-OSCOM, Odisha / 1- REPM, Vizag, Andhra Pradesh		02 Years of experience in Manufacturing/Mining/Research Industry.	4 [2-UR, 1-OBC(NCL), 1-EWS]
Deputy Manager- Technical (Mineral) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years Chavara, Kerala	B.E. / B.Tech or its equivalent in Mineral processing/Mineral Engineering	05 years of post-qualification executive experience in Non- ferrous / Metalliferous Mines preferably in BSM (Beach Sand Mineral) Mines. Knowledge and hands on experience of working in Mineral processing plants involving gravity separators, Electrostatic separators, flotation, etc.	2 [1-UR, 1-OBC(NCL)]
Manager-Technical (Mining) (E-3) Rs. 60,000-1,80,000/- CTC - 20.02 lacs 35 Years. Chavara, Kerala	B.E. / B.Tech or its equivalent in Mining Engineering with Second Class Mines Manager's Certificate of Competency under MMR-1961 issued by DGMS.	08 years of post-qualification executive experience in Non- ferrous / Metalliferous Mines. Knowledge of working in automated environment and proficiency in office automation tools is essential.	1 (UR)
Assistant Manager- Technical (Mining) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years 3-OSCOM, Odisha /		02 years of experience post- qualification executive experience in Non-ferrous / Metalliferous Mines. Knowledge of working in automated environment and proficiency in	4 [2-UR, 1-OBC(NCL), 1-EWS]

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
1-Chavara, Kerala		office automation tools is essential.	
Deputy Manager – Technical (Commercial/Purchase) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years 1-Chavara, Kerala 1-Manavalakurichi, Tamil Nadu	B.E. / B.Tech or its equivalent in any discipline	05 Years of experience in procurement, supply chain management, contracts, or commercial functions, preferably in the mining, mineral processing, or heavy engineering sector.	2 [1-SC, 1-OBC(NCL)]
Deputy Manager – Technical (Industrial Safety) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years 2- OSCOM, Odisha	BE/B.Tech/B.Sc (Engineering) / 5 year Integrated M.Tech. or M.E. in Fire & Safety discipline.	05 Years of experience in the relevant discipline in large manufacturing setup preferably in the mining, mineral processing, or heavy engineering sector.	2 [1-SC, 1-OBC(NCL)]
Assistant Manager- Technical (Industrial Safety) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years 1-Chavara, Kerala / 1- RED, Aluva, Kerala	Courses/Disciplines with equivalence to the above will not be considered. Candidates having BE in Fire Engineering are not eligible.	02 Years of experience in the relevant discipline in large manufacturing setup preferably in the mining, mineral processing, or heavy engineering sector.	2 [1-UR, 1-OBC(NCL)]
Assistant Manager- Technical (Instrumentation) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years OSCOM, Odisha	B.E. / B.Tech or its equivalent in Instrumentation Engineering/Electro nics & Instrumentation Engineering/Instru mentation and Control Engineering.	02 Years of experience in the relevant discipline in maintenance/erection & Commissioning of Field Instruments like transmitters, valves, controllers & Control Systems like PLC/SCADA/DCS in large manufacturing setup preferably in the mining, mineral processing, or heavy engineering sector.	1 (UR)
Deputy General Manager - Technical (IT) (E-6) Rs. 90,000-2,40,000/- CTC - 30.04 lacs 46 Years	B.E. / B.Tech or its equivalent in Computer Science /IT Engineering.	16 years of experience in any of the following: Systems Management, Implementation and Maintenance of ERP, Network Administration and Maintenance in organisation of repute.	1 (UR)

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
1- Corporate Office, Mumbai		Desirable: Candidate should have good administrative skills to implement and coordinate all system related initiatives across the company. Exposure to Networking (LAN/WAN), Intranet and Module Software development using open source software component like JAVA, ASP, PostgreSQL, CSS, HTML, Knowledge of System Security	
Manager-Technical (IT) (E-3) Rs. 60,000-1,80,000/- CTC - 20.02 lacs 35 Years 1-OSCOM, Odisha		08 years of experience in any of the following: Systems Management, Implementation and Maintenance of ERP, Network Administration and Maintenance in organisation of repute.	1 (UR)
Deputy Manager- Technical (IT) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years 1-Chavara, Kerala/ 1-RED, Aluva, Kerala/ 1-Manavalakurichi, Tamil Nadu		05 years of experience in any of the following: Systems Management, Implementation and Maintenance of ERP, Network Administration and Maintenance in organisation of repute.	3 [1-UR, 1-EWS, 1-OBC(NCL)]
Deputy Manager- Technical (Geology) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years IRERC, Aluva, Kerala	M.Sc. Degree in Geology/Applied Geology or M. Sc Tech. in Geology/Applied Geology	06 Years of experience in the mining operations in metalliferous mines and must be conversant with relevant statutes under MMDR/ MCDR/ MCR etc. Should be familiar with Mapping, Resource & Reserve Estimation as per UNFC guidelines, Excavation Planning, Quality Control, product reconciliation etc. Sound knowledge on ISO standards for sampling & analysis and exposure to application software /statistical tools used in excavation, planning, monitoring & grade control shall be an added advantage. Exposure to	1 (UR)

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
		software for resource modelling & estimation and grade control shall be an advantage	

NON TECHNICAL DISCIPLINES:

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
Senior Manager (Legal) (E-4) Rs. 70,000-2,00,000/- CTC - 23.36 lacs 38 Years. Corporate Office, Mumbai	Graduation in Law (LLB) (3 years duration) or its equivalent	Minimum 10 years of post-qualification experience in dealing with issues pertaining to Contract Management, Arbitration & conciliation, Mines and Minerals, land acquisition, environment laws, civil & labour matters in the legal department of Govt./ PSU/Industrial Organisation / Law Firm.	1 [OBC-NCL]
Manager (Legal) (E-3) Rs. 60,000-1,80,000/- CTC - 20.02 lacs 35 Years 1-Chavara, Kerala/ 1-OSCOM, Odisha/ 1-Manavalakurichi, Tamil Nadu		Minimum 8 years of post-qualification experience in dealing with issues pertaining to Contract Management, Arbitration & conciliation, Mines and Minerals, land acquisition, environment laws, civil & labour matters in the legal department of Govt./ PSU/Industrial Organisation / Law Firm	3 [1-UR, 1-SC, 1-OBC(NCL)]
Senior Manager (Security) (E-4) Rs. 70,000-2,00,000/- CTC - 23.36 lacs 38 Years OSCOM, Odisha	Graduate retired from the Indian Defence Services in the rank not below that of Major in Indian Army or equivalent rank in Indian Navy/Indian Air-Force/Para Military	Minimum 10 years of Experience in security management is essential. Desirable: (a) Reading/Speaking of Odia language.	1 (UR)

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
	Services viz. CISF, CRPF, BSF AR, ITBP, NSG, SSG, etc.	(b) Fire Fighting Knowledge/ experience.	
Manager (Security) (E-3) Rs. 60,000-1,80,000/- CTC - 20.02 lacs 35 Years Chavara, Kerala	Graduate retired from the Indian Defence Services in the rank not below that of Captain in Indian Army or equivalent rank in Indian Navy/Indian Air-Force/Para Military Services viz. CISF, CRPF, BSF AR, ITBP, NSG, SSG, etc.	Minimum 8 years of Experience in security management is essential. Desirable: (c) Reading/Speaking of Malayalam language. (d) Fire Fighting Knowledge/ experience.	1 (UR)
Senior Manager (Medical) (E-4) Rs. 70,000-2,00,000/- CTC - 23.36 lacs 38 Years OSCOM, Odisha	Should Posses MBBS (Allopathic System) degree from a recognized university and approved by the Medical council of India. Candidates having Associate Fellow of Industrial Health (AFIH) and/or MD (Allopathic System) will be given two years relaxation in post qualification experience required for candidates with MBBS qualification.	10 Years of Post Qualification Experience in the relevant Field	1 (UR)
General Manager- Finance (E-7) Rs. 1,00,000-2,60,000/- CTC - 33.38 lacs 50 Years Corporate Office, Mumbai	Qualified Chartered Accountant (CA)/ Cost Accountant (CMA) or B. Com and MBA (Finance) or its equivalent.	20 Years in financial management, treasury operations, budgeting, accounting, internal and external audits, and financial planning within relevant industries.	1 (UR)
Chief Manager- Finance (E-5) Rs. 80,000-2,20,000/- CTC - 26.70 lacs 42 Years 1-Corporate Office, Mumbai	Note: Requirement of minimum 60%/55% of marks, as applicable shall be for the qualification of MBA only.	13 Years in financial management, treasury operations, budgeting, accounting, internal and external audits, and financial planning within relevant industries.	3 [2-UR, 1-OBC(NCL)]

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
1- Manavalakurichi, Tamil Nadu 1-Chavara			
Senior Manager- Finance (E-4) Rs. 70,000-2,00,000/- CTC - 23.36 lacs 38 Years Corporate Office, Mumbai		10 Years in financial management, treasury operations, budgeting, accounting, internal and external audits, and financial planning within relevant industries.	1 (UR)
Deputy Manager- Finance (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years 1- Manavalakurichi, Tamil Nadu 1- REPM, Vizag, Andhra Pradesh		05 Years in financial management, treasury operations, budgeting, accounting, internal and external audits, and financial planning within relevant industries.	2 (UR)
Assistant Manager- Finance (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years 1- Corporate Office, Mumbai		02 Years in financial management, treasury operations, budgeting, accounting, internal and external audits, and financial planning within relevant industries.	1 (1-UR)
Deputy General Manager-Marketing (E-6) Rs. 90,000-2,40,000/- CTC - 30.04 lacs 46 Years Corporate Office, Mumbai	B.E./B. Tech or its equivalent in any discipline. Desirable: MBA or its equivalent with specialization in Sales/Marketing	16 years of cumulative experience during the last 10 years in Business Development including Business Expansion or Market Research or Product Development & Improvement/ Brand Positioning/ Product Distribution/ Commercial Contracts.	2 (UR)
Deputy Manager- Sales (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years 1-Corporate Office, Mumbai/ 1-Chavara		05 Years post qualification experience in Institutional Sales & Marketing, Export and Trading/Services. Exposure in minerals business will be preferred	6 [4-UR, 2-OBC(NCL)]

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
1-OSCOM, Odisha/ 2-RED, Aluva, Kerala 1-Manavalakurichi, Tamil Nadu			
Dy. Manager- Legal & HRM (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years Corporate Office, Mumbai	Graduation in Law (LLB) (3 years duration) or its equivalent. Post Graduate Degree (MBA/MA/MSW)/Post Graduate Diploma with specialization in Human Resources Management, Personnel Management, Industrial Relations, Organizational Development, Human Resource Development / Labour Welfare or its equivalent will be desirable.	Minimum 5 years of post- qualification experience in dealing with issues pertaining to Contract Management, Arbitration & conciliation, Mines and Minerals, land acquisition, environment laws, civil & labour matters in the legal department of Govt./ PSU/Industrial Organisation / Law Firm	1 (UR)
Dy. Manager-HRM (Administration) (E-2) Rs. 50,000-1,60,000/- CTC - 16.69 lacs 32 Years Corporate Office, Mumbai	Bachelor's degree in any discipline and Post Graduate Degree (MBA/MA/MSW)/Post Graduate Diploma with specialization in Human Resources Management, Personnel Management, Industrial Relations, Organizational Development, Human Resource Development / Labour Welfare or its equivalent.	Minimum 05 Years of experience in General administration /Establishment/ Public Relations, Liaison with Govt. authorities, arranging Pass port, visa, transport related work and hospitality.	1 (UR)
Assistant Manager - HRM (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years 1- Corporate Office, Mumbai/ 1- Manavalakurichi, Tamil Nadu/ 1- Chavara, Kerala/ 1- RED, Aluva, Kerala	Organizational Development, Human Resource Development / Labour Welfare or its equivalent. Desirable: Degree in law. Note: Requirement of minimum 60%/55% of marks, as applicable shall be for the qualification of Post	Minimum 02 Years of experience in Human Resource Management (HRM), Industrial Relations (IR), or General HR functions, etc.	4 [1-UR, 1-SC, 1-OBC(NCL) 1-EWS]

Name of the post/ Grade/ Scale of Pay CTC offered Upper Age Limit Tentative Place of Initial postings	Prescribed Educational Qualification	Minimum Relevant Post Qualification Experience (in yrs) #	No. of posts and Reservations
(a)	(b)	(c)	(d)
	Graduate degree/Diploma only.		
Assistant Manager (Rajbhasha) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years 1-Manavalakurichi, Tamil Nadu / 1-RED, Aluva, Kerala	Master's Degree in Hindi with English as a subject at the degree level. OR Master's degree in English with Hindi as a subject at the degree level.	Minimum 2 years of post- qualification experience in translation of Technical and Non- technical documents from English to Hindi or Vice Versa under Central/State Governments / Autonomous Bodies / Statutory Organizations / PSUs.	2 [1-UR, 1-OBC(NCL)]
Assistant Manager (Company Secretary) (E-1) Rs. 40,000-1,40,000/- CTC - 13.35 lacs 28 Years Corporate Office, Mumbai	Graduate in any discipline. Passed final examination of the Institute of Company Secretaries of India (ICSI) and should have membership of the ICSI. Desirable: Degree in law. Note: Requirement of minimum 60% / 55% of marks is not applicable for this post.	Minimum 2 years of post- qualification experience in Secretarial Department in Central PSU/ State PSU and or Public Limited or listed company.	1 (UR)

Note – 1

Documentary proof in support of the candidates' experience, in the required "Minimum relevant post qualification work experience" as prescribed at column (c) above like Experience Certificate, Appointment Order, Pay Slips etc. must be uploaded online to establish their eligibility for the post.

The period of Apprenticeship under the Apprenticeship Act,1961, Executive Trainee/Management Trainee/GET Training period will be counted towards post qualification experience.

Teaching/Research Fellowship experiences will not be considered towards post qualification experience.

(a) In case a course of study offers dual specialization in two functional areas i.e. in one major discipline and in one minor discipline, the applicant shall be considered only in the discipline of major specialization. However, if there is no such difference, applicant can be considered in either discipline subject to documentary evidence. In this regard, the Applicant needs to produce a certificate issued by the competent authority showing Major and Minor area of specialization or equal weightage of both disciplines whichever is applicable.

In case a course of study does not explicitly provide any specialization, the Applicant needs

to upload a certificate issued by the competent authority showing equivalency to the prescribed qualification.

- (b) The courses mentioned above should be of full-time/regular nature and should be recognized by the State/Central Government/UGC/AICTE (wherever applicable).
- (c) For non-technical posts, qualification awarded through Online/Distance Learning courses by Universities established by an Act of Parliament or State Legislature, Institutions deemed to be Universities u/s 3 of UGC Act 1956 and Institutions of National Importance declared under an Act of Parliament provided they have been recognized by AICTE or UGC but does not fall under 'Prohibited Programmes' of UGC Regulations, as the case may be, will also be considered.
- (d) All the above **prescribed qualifications** should be with "First Class" (60% marks in aggregate) in respect of UR/OBC (Non-Creamy Layer)/EWS candidates and with 55% marks in aggregate in respect of SC/ST candidates. **Requirement of minimum 60%/55% marks will not be applicable for qualified CAs/CMAs/CSs.**
- (e) If the certificate or marksheet does not indicate the first class/division or percentage, the applicant shall upload the conversion formula for deriving the percentage from the CGPA/DGPA/etc., as issued by the concerned university/institution. In such cases where the university/institution does not have a conversion formula, an undertaking to this effect must be submitted duly signed by an authorized representative of the university/institution, and then minimum 6 on 10-point scale will be considered as 60%.
- (f) In case of any dispute arising about admissibility of any particular qualification, the decision of the Management of IREL shall be final and binding.
- (g) Suitable candidates should possess good communication and behavioral skills.
- (h) Knowledge of working in an automated environment and proficiency in office automation tools are essential.

Note: It may be noted that w.r.t all the above posts, the areas/fields in which experience is sought for, includes but is not limited to those listed in the above tables.

1.2 Eligibility Criteria for candidates:

- (i) Candidates working in Central/State Govt./PSUs/Autonomous Organizations should possess minimum two years' experience in the immediate lower scale of pay or equivalent lower scale as on **10/08/2026**, out of the total length of post qualification experience required for the particular post(s) as indicated in the table shown below.

The candidate should be in the analogous post or should possess ' minimum two years ' experience in the immediate lower scale of pay or equivalent. Equivalency with respect to different pattern of pay scale are mentioned below:			
Name of the post applied for (Grade)	Lower Scale of Pay in which experience required		
	IDA Pay Scale	CDA pattern	PS Banks
General Manager (E-7)	90000-240000 (E-6)	123100-215900 (Level 13)	120940-135020 (Scale-V)
Deputy General Manager (E-6)	80000-220000 (E-5)	78800-209200 (Level 12)	102300-120940 (Scale-IV)
Chief Manager (E-5)	70000-200000 (E-4)	67700-208700 (Level 11)	102300-120940 (Scale-IV)
Senior Manager (E-4)	60000-180000 (E-3)	67700-208700 (Level 11)	85920-105280 (Scale-III)

Manager (E-3)	50000-160000 (E-2)	56100-177500 (Level 10)	64820-93960 (Scale-II)
Deputy Manager (E-2)	40000-140000 (E-1)	56100-177500 (Level 10)	48480-85920 (Scale-I)
Assistant Manager (E-1)	Not applicable being induction level		

Note: The candidate should upload documents in support minimum 2 years' residency period in the immediate below pay scale and latest payslip.

- (ii) Candidates in the same / equivalent scale of pay pertaining to the notified post or in the higher scale of pay may also be considered. In such case, requirement of minimum 02 years' experience in the immediate lower scale of pay is not necessary.
- (iii) For Candidates from State PSUs/Autonomous Organizations/PSBs/ Public Sector Insurance Companies/Other Statutory Bodies etc. not following IDA/CDA Pay Scale, equivalence will be arrived at by comparison of the minimum basic pay in the pay scale in which the incumbent drew salary with the relevant IDA/CDA Pay scale. The decision of the management in this regard shall be final & binding.
- (iv) Candidates working in Govt. /PSU on Fixed Term Basis/ Contractual Agreement and drawing consolidated pay shall be treated at par with candidates from Private Sector and they shall meet the eligibility criteria for candidates for Private Sector as enumerated in the following para.
- (v) Candidates from Private Sector and other organisations must be drawing a minimum CTC, during last financial year, as follows:

Name of the Post & Grade applying	Minimum CTC in Lakhs per annum
General Manager(E-7)	70% of offered CTC of E-7 Grade
Deputy General Manager(E-6)	60% of offered CTC of E-6 Grade
Chief Manager (E-5)	60% of offered CTC of E-5 Grade
Senior Manager (E-4)	50% of offered CTC of E-4 Grade
Manager (E-3)	50% of offered CTC of E-3 Grade
Deputy Manager (E-2)	50% of offered CTC of E-2 Grade
Assistant Manager (E-1)	Not Applicable

Note:

- Candidate should upload documentary proofs like Offer letter/CTC Certificates/Payslips/Form-16/ITR, etc. as proof of CTC as mentioned above. The decision of the management in this regard shall be final & binding.
- Requirement of minimum CTC criteria as mentioned above shall not be applicable to EWS category candidates applying against a post reserved for EWS.

1.3 SALARY AND ALLOWANCES:

Pay Scales and CTC

Sl. No.	Grade	Pay Scale	CTC per annum (in INR. Approx.) #
1	E-7	1,00,000-2,60,000	33.38 Lakhs
2	E-6	90,000-2,40,000	30.04 Lakhs
3	E-5	80,000-2,20,000	26.70 Lakhs
4	E-4	70,000-2,00,000	23.36 Lakhs

5	E-3	60,000-1,80,000	20.02 Lakhs
6	E-2	50,000-1,60,000	16.69 Lakhs
7	E-1	40,000-1,40,000	13.35 Lakhs
# In Addition to the CTC mentioned above, Performance Related Pay (Annually), as per rules will be provided.			
# Incumbent for the post of Sr. Manager (Medical), E-4 Grade is also entitled for the Non Practicing Allowance in addition to the CTC, which is at present is 20% of the Basic Pay.			

The Basic salary will be at the minimum of the scale, however, for deserving candidates higher starting pay will be considered as per the applicable norms.

Candidates selected from State/Central Government/Semi-Government/Autonomous Bodies/State and Central PSUs will be eligible for pay protection as per applicable rules.

Only candidates from Central Public Sector Enterprises (CPSEs) listed under DPE, shall be eligible for transfer service benefits to IREL subject to the written consent and transfer of funds from the current employer, subject to relevant rules.

Besides Basic Pay, Dearness Allowance, HRA/Company accommodation as applicable, perks and allowances, annual increments, benefits such as leave encashment, medical facilities for self and dependents family members, Group Term Life Insurance, loans and advances, PF, Gratuity, Pension Scheme, Post-Retirement Medical Scheme (PRMS), Uniforms etc. will be available, as per company's Rule.

1.4 PLACE OF POSTING:

Tentative initial place of posting shall be as indicated in Table-2. However, the incumbents are liable to be posted/transferred to any of the Units/Offices/Establishments of the company.

1.5 AGE RELAXATION:

Age relaxation for various categories shall be as under:

Category		Relaxation allowed (in years)	
UR/EWS		Nil	
OBC(NCL)		3	
SC		5	
i	PwBD	UR/EWS	10
ii	PwBD	OBC(NCL)	10+3
iii	PwBD	SC	10+5
Ex-Servicemen		By the length of military service increased by 3 years in case of Ex-Servicemen and commissioned officers including ECOs/SSCOs for appointment by direct recruitment subject to applicable rules.	
Central/State Govt./ Semi-Govt./ PSU/Govt. autonomous organisations		All categories	5
Domicile of J&K during the period from 01.01.1980 to 31.12.1989		UR/EWS	5
		OBC(NCL)	5+3
		SC	5+5
IREL internal candidates		10	

In any case, the upper age (including all relaxations) of the applicant should not exceed 56 years.

2 RESERVATION & RELAXATION:

- (a) Directives/guidelines regarding Reservations and Concessions issued by the Government of India from time to time shall be applicable.
- (b) Age Relaxation for OBC (Non-Creamy layer)/SC/ST / PwBD (Degree of Disability 40% & above)/Ex-Servicemen candidates will be as per Government of India guidelines and the same will be extended only if valid OBC (NCL) / SC / ST / Disability / Discharge Certificates are uploaded at the time of registration of application.
- (c) The candidate claiming reservation benefit shall be required to submit the requisite caste/disability certificate issued by the competent authority.
- (d) Wherever there is no reservation for OBC(NCL)/SC/ST categories in a particular post, candidates belonging to OBC(NCL)/SC/ST categories applying against unreserved vacancies shall be considered under general standard of merit and no relaxation in age/marks will be extended.
- (e) Reservation and relaxations for SC/ST/OBC (Non-Creamy Layer)/ EWS / PwBD (degree of disability 40% & above) & Ex-servicemen candidates will be as per Government of India guidelines. The reservation for PwBD is on horizontal basis.
- (f) SC/ST/PwBD/Ex-servicemen/Women/Internal Candidates are exempted from payment of application fee. However, they have to pay a non- refundable amount of INR.354/- (inclusive of 18% GST) towards processing fee.
- (g) Candidates who claim to belong to EWS / OBC (NCL) / SC/ST / PwBD/ Ex-Servicemen category should necessarily upload valid EWS / OBC (NCL) / SC/ST / Disability Certificate / Discharge Certificate, as the case may be, issued by the Competent Authority.
- (h) Candidates belonging to OBC "Creamy Layer" are not entitled to avail any concession otherwise extended to OBC (NCL) category. Such candidates have to indicate their category as UR.
- (i) Candidates belonging to OBC (Non Creamy Layer) category should upload latest OBC (NCL) certificate in the prescribed format (applicable for purpose of reservation in appointment to posts under Government of India as contained in DOPT Memo No.36036/2/2013- Estt. (Res.) dated 30-05-2014) issued from competent authority. However, they should produce valid OBC (NCL) certificate obtained on or after **01.04.2026** from competent authority at the time of document verification prior to Personal Interview, failing which they will not be permitted to attend Interview under OBC (NCL) Category.
- (j) Candidates belonging to Economically Weaker Sections (EWS) should upload latest Income & Asset certificate issued by the competent authority as per OM No.36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG&P, Govt. of India. However, they should produce valid Income and Asset Certificate for Economically Weaker Sections valid for the year 2026-27 issued from competent authority at the time of document verification prior to Personal Interview, failing which they will not be permitted to attend Interview under EWS Category.
- (k) PwBD candidates should possess valid disability certificate issued by a Competent Authority as prescribed vide The Rights of Persons with Disabilities Act, 2016 (RPWD Act, 2016). Such certificate shall be subject to verification/re-verification as may be decided by the Competent Authority.
- (l) Category (EWS/SC/ST/OBC (NCL)/PwBD/Ex-servicemen) once filled in the online application form cannot be changed and no benefit of other category will be admissible later on.

- (m) PwBD candidates will have to meet the Physical Requirements and Functional Classifications which have been identified for the post as given in Annexure-I.

3 FORWARDING OF APPLICATIONS OF CANDIDATES FROM GOVT. AND PUBLIC SECTOR UNDERTAKING

- (a) Persons employed in State Governments/Central Government/ Semi Government/Autonomous Bodies/State and Central PSUs, etc. shall in the normal course forward their applications through proper channel or should produce NOC at the time of interview, failing which they will not be allowed for interview.
- (b) The transfer of service benefits of selected candidates from his/her previous employer to IREL (India) Limited shall be extended only in cases of candidates from a CPSE listed under DPE and who have submitted NoC at the time of interview

(Candidates working in Joint Venture companies in which the combined shareholding by government entities is more than 50% will only be considered as Public Sector/Govt employee.)

- (c) In the event of selection, all such candidates will be allowed to join IREL only on production of proper relieving order from their previous employer.
- (d) IREL internal candidates are required to apply online and forward the hard copy of the application through proper channel.

Address for Forwarding of Applications through Proper Channel

*Chief General Manager (HRM),
IREL (India) Limited,
Plot No. 1207, ECIL Building, Veer Savarkar Marg,
Near Siddhivinayak Temple,
Prabhadevi, Mumbai-400028.*

4 MODE OF SELECTION:

- a) Shortlisting will be done based on the information/declaration submitted by the candidate at the time of submission of online application. In case any false declaration is found during the verification of documents prior to/during the Personal Interview, candidate will not be allowed to appear the interview and Travelling Cost will not be reimbursed.
- b) Shortlisting of the candidate will be done based on the criteria mentioned at Table-2. Candidates having experience from Mining, Metallurgical, Chemical, Power, Manufacturing / Production sectors will have advantage. The management reserves the right to raise the minimum eligibility standards/criteria with respect to qualifying marks, years of experience, etc. to restrict the number of candidates for shortlisting.
- c) The assessment will be made through Personal Interview/Psychometric test/group exercise or combinations thereof. In case of number of screened in candidates are more, IREL reserves the right to conduct multiple levels of interviews as need be.
- d) Based on the performance in personal interview, organizational requirement, vacancies to be operated and suitability, the candidates will be selected.
- e) Mere meeting the advertised specification does not entitle a candidate to be called for Personal Interview.
- f) The company reserves the right not to select any candidate for any post, if suitable candidate/s is/are not found.

Note: The Company reserves the right to conduct written test or any other test in case of requirement.

5 PRE-EMPLOYMENT MEDICAL EXAMINATION:

Before joining services, the selected candidates will have to undergo medical examination arranged by the company Medical Officers. Their appointment is subject to their "Medical Fitness" for such post for which they have been selected and the decision of the Competent Authority will be final and binding.

6 CHARACTER & ANTECEDENTS VERIFICATION:

Appointment of selected candidates is further subject to verification of 'Character and Antecedents' and 'Special Verification' from the concerned authorities and experience verification etc. as per rules of the company.

7 WAIT-LIST OF SELECTED CANDIDATES:

A reasonable waitlist will be prepared and the same will be valid for a period of one year. Waitlist will be invoked only when requirement for the same arises.

8 APPLICATION FEE:

8.1 Non-refundable Fee of INR.944/- [INR. 590/-(inclusive of 18%GST) towards Application fee plus INR 354/- (inclusive of 18%GST) towards Processing fee] through online by the candidates at the time of submission of online Application Form. No other mode of payment of Application Fee would be accepted. Application Fee once paid will not be refunded under any circumstances. Candidates are, therefore, advised to verify their eligibility before payment of Application Fee.

8.2 SC/ST/PwBD/ESM category candidates, Women and Internal candidates are exempted from payment of Application Fee. However, they have to pay a non-refundable amount of INR.354/- (inclusive of GST) towards processing fee.

Category	Application Fees	Processing Fees	Total Fees
UR / EWS / OBC (NCL) candidates	INR 590/- (inclusive of GST)	INR 354/- (inclusive of GST)	INR 944/-
SC /ST / PwBD/ ESM/ Women /Internal candidates	Exempted	INR 354/- (inclusive of GST)	INR 354/-

9. GENERAL CONDITIONS AND INSTRUCTIONS:

- Only Indian nationals need to apply. Mere submission of application will not entail right for being screened in or for appointment.
- The cut-off date for reckoning eligibility for educational qualifications, age and experience will be **10/08/2026 (closing date of submission of online application)**.
- Candidates will be called for selection based on Self certified information along with copies of testimonials uploaded by them. They should produce the original documents, in support of their meeting eligibility conditions, at the time of Document verification, failing which such candidates will not be permitted to appear for the interview and Travelling Allowance will not be reimbursed to them.
- Candidates already removed / terminated / deserted their employment from IREL(India) Limited will not be considered.
- Persons who have retired from the Govt./PSUs including IREL (India) Limited under the Voluntary Retirement Scheme (VRS) are not eligible to apply.
- Candidates are advised to ensure while applying that they fulfil the eligibility criteria and other requirements mentioned in the advertisement and that the particulars furnished by them are correct in all respects. Their candidature at every stage is purely provisional. In case it is detected at any stage of recruitment process that the candidate does not fulfil the eligibility criteria and/or does not comply with other requirements of this advertisement and/or he/she has furnished any incorrect or false information or has suppressed any material fact, his/her candidature is liable to be rejected. If any of the above shortcomings is/are detected even after appointment his/her services will be terminated without any notice.
- IREL(India) Limited reserves the right to cancel/ restrict/ modify /reopen /alter the recruitment process, if the need so arises, without issuing any further notice or assigning any reason thereof.
- If the SC/ST/OBC (NCL)/ EWS/Disability certificate has been issued in a language other than English/ Hindi, the candidates should submit a self-certified translated copy of the same either in English or Hindi.
- Candidature of a registered applicant is liable to be rejected at any stage of recruitment process / Candidate's employment will be terminated / cancelled after recruitment, on or after joining if; any information / documents submitted by the candidate is found to be false or the candidate has suppressed any relevant information or if not found to be in conformity with eligibility criteria mentioned in the advertisement.
- Intimation regarding written test/skill test/interview etc. will be sent through e-mail only.

- (k) In order to regulate the number of candidates to be called for the test (if any) and/or interview, if so required, the Management reserves the right to raise the minimum eligibility standards/criteria. Management reserves the right to offer a lower position to any candidate based on their performance in interview and willingness of the candidate, however not for the reason that the candidate possesses lower qualification or lesser years of experience than notified.
- (l) Merely meeting the specified qualifications and experience shall not entitle a candidate to be called for interview. Only short-listed candidates will be called for interview. Based on the requirement, online test/interview through Video Conferencing may be conducted. Mode of test / Interview (as the case may be) shall be intimated separately to shortlisted candidates through e-mail.
- (m) Verification of original certificates will be done only at the time of interview. In case of online interviews, verification of original documents will be done subsequently prior to joining of selected candidates. The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the eligibility criteria.
- (n) Candidates called for interview (in case of face-to-face interview) will be reimbursed to and fro III AC rail fare for posts E-1 to E-5 Grades; II AC rail fare for posts in E-6 & E-7 Grades from the nearest Railway Station of the correspondence address provided by the candidate to the place of interview by the shortest route as per the Rules of the company, on production of tickets. Candidates travelling through other modes will be reimbursed the expenses limited to III AC/II AC rail fare, as applicable.
- (o) Depending on the requirements, the Company reserves the right to increase/ curtail/cancel the number of posts without any further notice and without assigning any reasons thereof. IREL also reserves the right to cancel/restrict/modify/alter the advertisement/recruitment process and/or the selection process without issuing any further notice or assigning any reason whatsoever.
- (p) All the above conditions of qualification, experience, age limit etc. are also applicable to the internal candidates of IREL.
- (q) Eligible and interested candidates are advised to apply well before the last date. IREL management will not be responsible for any delay in submission of application caused due to the queries raised by the applicant and non-receipt of response thereof.
- (r) Records of the candidates not selected shall not be preserved beyond 01 year from the date of interview or publication of next advertisement for the post(s), whichever is earlier.
- (s) Request for change of Mailing address/email ID/category/posts and other information as declared will not be entertained.
- (t) Any legal proceedings in respect of any dispute with regard to the recruitment against this advertisement can be instituted only in Mumbai. Only Courts/Forums/Tribunals at Mumbai shall have the sole and exclusive jurisdiction to try any such Case/Dispute.
- (u) In case of any typographical errors or omissions/clarifications/corrigendum/ addendum in respect of the above advertisement shall be made available only on our official website <http://www.irel.co.in>. No further press notifications will be given. Hence, prospective applicants are advised to visit IREL website <http://www.irel.co.in> on regular basis for the above purpose.
- (v) 'Incomplete application', in any respect shall be rejected and no further correspondence shall be entertained.

- (w) All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the company's website only. Candidates are advised to check their email/visit IREL website regularly for updates.
- (x) Company will not be responsible for any loss of email sent, due to invalid/wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year.
- (y) In case of any problems faced by the candidates, they may send an email to company's email id: hrmrect-ho@irel.co.in.
- (z) Resolution of doubts: In case of doubts and interpretation, the decision of IREL Appointing Authority shall be final and binding.
- (aa) In case of any ambiguity/dispute arising on account of interpretation in English or Hindi version, English version shall be final.
- (bb) Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.

10. HOW TO APPLY:

A. The following documents are mandatory at the time of application as well as Document Verification. In case the candidate is unable to produce, the requisite document at any stage, the candidature shall be summarily rejected.

- a) Proof of Date of Birth (Birth Certificate (or) SSLC / Matriculation Mark Sheet).
- b) Copy of AADHAR Card
- c) Proof for possessing prescribed minimum Qualifications: Provisional Certificate [or] Degree / Post Graduate Degree/ Post Graduate Diploma/ Membership Certificate(s)/ /Medical registration certificate.
- d) Consolidated Mark Sheet of prescribed minimum Qualifications
- e) Qualification Equivalence Certificate (if applicable)
- f) Copy of Experience Certificate(s), from the present / previous employer(s) in support of notified post qualification work experience. (In Chronological order).
- g) Candidates from Private Sector, have to upload documentary proof in support of their CTC (Copy of last 3 months Pay Slips, Pay Certificate issued by Competent Authority in company's letter head, Last 3 years Form-16 & Income Tax returns filed in respective years etc.) to establish their eligibility for the post as prescribed at clause 1.2 (v) above. The decision of the management in this regard shall be final & binding.
- h) Proof of having minimum Two years' experience in the immediate Lower Pay Scale for candidates from Central Public Sector Enterprises / State Public Sector Enterprises / Central Government / State Governments / Public Sector Banks, along with latest pay slips/pay certificates.
- i) Copy of Caste Certificate in case of candidates belonging to SC/ST/OBC(NCL)/EWS categories.
- j) Copy of Disability Certificate in case of PwBD candidates.
- k) Proof for Ex-Servicemen in case of Ex-Servicemen only
- l) Other documents 'if any' in support of their credentials

B. INSTRUCTIONS FOR SUBMISSION OF ONLINE APPLICATION

A. GENERAL INSTRUCTIONS

1.	Read the Instructions carefully and click the “ Click here ” Hyper Link button in front of the “ To Register ” bullet item for registration for Online Application of IREL (India) Limited.
2.	For detailed notification, please click the “ Click here ” Hyperlink button in front of the “ To read Advertisement ”. Please read it carefully before filling the online application.
3.	Before start of filling-up of application through online mode, the candidate should keep ready, the following details/documents: a) Valid E-mail ID & Mobile Number. b) Scanned copy of the recent passport size color Photograph (<i>not older than 3 months</i>). Candidates should ensure that the same photograph is used throughout this recruitment process. c) Scanned signature in JPG/JPEG format. d) Other required documents as per the advertisement.
4.	SC/ST/EWS/Persons with Benchmark Disabilities/Ex-Servicemen candidates are exempted from payment of online application fee.

B. HOW TO APPLY

1.	Candidates should have a valid personal E-mail ID and Mobile Number. The E-mail ID and Mobile Number entered by the candidate in his/ her Online Application Form must remain valid throughout the recruitment process. Application Sequence Number, password and all other important communication will be sent on the same registered e-mail ID & Mobile No. (Please ensure that email sent to the mailbox of registered E-mail ID is not redirected to junk /spam folder).
2.	Candidates should take the utmost care in furnishing / providing the correct details while filling-up the online application. YOU CAN EDIT THE INFORMATION ONLY BEFORE SUBMISSION OF APPLICATION BECAUSE ONCE THE FORM IS SUBMITTED, IT CAN NOT BE EDITED.
3.	The process for submitting the application is given below: Step-I: Registration of Personal Details and Contact details. User-Id and password will be sent through e-mail / SMS on registered E-Mail and Mobile Number. Step-II: Re-Login to complete the fields of Personal Details, Additional Details, Communication Details, Qualification Details, Declaration, upload relevant Documents including photo and signature and to submit Application Fee (wherever applicable) online via Payment Gateway.
4.	Application once submitted cannot be withdrawn. Application fee and other charges, as applicable, once paid will not be refunded in any case / circumstances and neither the same shall be held reserved for any other recruitment OR selection process.

C. STEP-I: REGISTRATION/SIGN-UP	
1.	The candidate should fill up all the required information, i.e., Personal Details, Contact Details, etc. correctly and press Generate OTP button.
2.	OTPs will be sent to the candidate's Mobile No. & E-mail ID, separately. The candidate must enter both OTPs to verify Mobile No. & E-mail ID, respectively.
3.	Candidates agreeing the terms & conditions may apply by clicking ' I Agree ' Check box given after the Declaration and then re-verify the selected/entered values by clicking the " Re-verify " button and then ticking the Check Boxes, if the entered values are displayed correctly, and pressing the " Submit " button.
4.	After clicking SUBMIT button/ tab, the candidates will receive Application Sequence No. (User ID) & Password on their E-mail ID and Mobile No. Now, candidate has to Click " Go to Application " button (given on top right corner) to reach to Step-II.
D. STEP-II: FILLING-UP OF APPLICATION	
1.	After signing-up, candidate can either go to the Step-II (for filling up application details) by clicking the " Go To Application " button OR if the candidate has logged out after registration then the candidate can re-login by entering the User Id and Password on Login page and then clicking on " LOGIN " button for login. Then the candidate has to click on "Go To Application" button at top right corner for filling-up Personal Details, Additional Details, Communication Details, Qualification Details, Declaration, Upload relevant Documents including photo and signature. After filling all required details Candidate must submit the application and pay applicable Application Fee via online Payment Gateway.
2.	Instructions regarding scanning of Photograph, Signature: Candidates should upload the scanned (digital) image of their photograph and signature in Jpg/jpeg format, as per the process given below: • Photograph Image: ○ Please upload one recent passport size photograph with white background (not more than 3 months old). ○ Photographs in cap/hat/dark glasses will not be acceptable. Religious headwear is allowed but it must not cover the face. ○ The size of the image should be min. 100 KB and max. 200 KB. ○ Image should be .jpg or .jpeg format. ○ Scanner dpi should be 200 dpi. ○ The dimension should be 3.5 cm (width) x 4.5 cm (height). • Signature image: ○ The applicant has to sign on white paper with Black ink pen. ○ The signature must be signed only by the applicant and not by any other person. ○ Please scan the signature area only and not the entire page. ○ Please upload your recent signature: min. 80KB to 150KB (only .jpeg or .jpg format).
3.	After uploading relevant Documents including Photograph and Signature, click on "Preview" tab and check whether particulars filled are correct in all respects. In case of any error, the same can be edited before finally clicking on "Submit" tab. Once the application is submitted, candidates automatically will be redirected to payment gateway to deposit the fee. • Non-refundable application fees and processing fees of Rs. 944/- (Inclusive of GST) is to be paid by the candidates. • SC/ST/EWS/Persons with Benchmark Disabilities/Ex-Servicemen

	candidate(s)/Women/Internal Candidates are exempted from paying the online application fee however they are required to pay Non-refundable processing fees of Rs. 354/- (Inclusive of GST) .
4.	Guidelines for remittance of fee are as under: • Post submission, the candidate will be re-directed to payment gateway to make the online payment of application fees. • Kindly verify the details and make the payment for application fees. • Post successful payment of application fees, candidate will be redirected to his/her application form. • Candidate may keep Payment Acknowledgement Slip (If Applicable) with him/her for future use.
5.	Printing of the submitted Application Form: - On successful submission of the Application Form and after payment of the Application Fee, the candidate should print his/ her Application Form, containing the details submitted by the candidate, by pressing "PRINT" button and saving/ printing his/ her Application Form in PDF form. PLEASE RETAIN THE PRINT OUT OF THE APPLICATION FORM WITH YOU FOR FUTURE REFERENCES.
6.	More than one registration / application should not be submitted by any candidate for any particular post. In case of multiple applications, the applicant should note that only the online application with higher "Application Sequence Number" shall be entertained and fee paid against one "Application Sequence Number" shall not be adjusted against any other "Application Sequence Number".
7.	Technical queries/clarifications relating to the filling up of ONLINE APPLICATION may be raised in the Helpdesk Tab available on the application portal after login or please feel free to contact " Help Desk " Phone No: 022-61087577 between Monday to Friday (During 10 AM to 5 PM).

NOTE:

1. CANDIDATES IN THEIR OWN INTEREST ARE ADVISED TO APPLY & SUBMIT APPLICATION PROMPTLY AND NOT TO WAIT TILL THE LAST DATE/TIME FOR APPLYING ONLINE. IREL (INDIA) LIMITED SHALL NOT BE RESPONSIBLE IF CANDIDATES ARE NOT ABLE TO SUBMIT THEIR APPLICATIONS ON ACCOUNT OF THE LAST-MINUTE RUSH.
2. PLEASE RETAIN THE PRINT-OUT OF APPLICATION FORM & PAYMENT ACKNOWLEDGEMENT SLIP (If applicable) FOR FUTURE REFERENCES. AFTER LAST DATE OF ONLINE SUBMISSION OF APPLICATION, THE OPTION OF TAKING PRINT OUT OF APPLICATION FORM WILL NOT BE AVAILABLE.
3. CANDIDATES ARE NOT REQUIRED TO SUBMIT PRINTOUTS OF THEIR APPLICATIONS OR ANY OTHER DOCUMENTS TO IREL (INDIA) LIMITED, EITHER BY POST OR IN PERSON.

IMPORTANT DATES	
1. Opening Date for Online Registration of Application	20/07/2026
2. Last Date of submission of Online Application with Fee through Debit/Credit Card/Net Banking/Wallets/UPI. (Payment of Application Fee through online payment gateway)	10/08/2026

[Click here to apply:](#)

ANNEXURE-I

Name of the Post	Category/Disability identified suitable for the post	Physical Requirements
Chief Manager-Technical (Mechanical), Deputy Manager-Technical (Mechanical), Assistant Manager-Technical (Mechanical)	a) D, HH b) OA, OL, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	S, ST, W, BN, MF, RW, SE, H, C
Chief Manager-Technical (Electrical), Deputy Manager-Technical (Electrical), Assistant Manager - Technical (Electrical)	a) D, HH b) OA, OL, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	S, ST, W, BN, MF, RW, SE, H, C
Deputy Manager – Technical (Chemical), Assistant Manager-Technical (Chemical)	a) HH b) OA, OL, CP, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	S, ST, BN, RW, SE, C
Deputy Manager-Technical (Mineral)	a) D, HH b) OA, OL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	S, ST, W, BN, KC, MF, SE, C
Manager-Technical (Mining), Assistant Manager-Technical (Mining)	Nil	Nil
Deputy Manager-Technical (Commercial/Purchase)	a) LV b) D, HH c) OA, OL, BL, CP, LC, Dw, AAV d) SLD, MI e) MD involving (a) to (d) above	S, ST, RW
Assistant Manager / Deputy Manager-Technical (Industrial Safety)	Nil	Nil
Assistant Manager-Technical (Instrumentation)	a) HH b) OA, OL, CP, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	S, ST, W, BN, RW, SE, H
Deputy General Manager -Technical (IT), Manager-Technical (IT), Deputy Manager-Technical (IT)	a) B, LV b) D, HH c) OL, CP, LC, Dw, AAV d) SLD, MI e) MD involving (a) to (d) above	S, ST, W, BN, RW, SE, H, C

Deputy Manager-Technical (Geology)	a) D, HH b) OA, OL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	S, ST, W, BN, KC, MF, SE, C
Senior Manager-Legal, Manager- Legal	a) B, LV b) HH c) OA, OL, BL, OAL, LC, Dw, AAV d) MD involving (a) to (d) above	S, ST, W, BN, RW, SE, H, C
Senior Manager-Security, Manager - Security	a) OA, OL, CP, LC, Dw, AAV b) SLD c) MD involving (a) to (b) above	S, ST, W
Senior Manager-Medical,	a) OA, OL, BL, LC, Dw, AAV b) SLD c) MD involving (a) to (b) above	S, ST, W, BN, MF, RW, SE, H, C
General Manager-Finance, Chief Manager-Finance, Deputy Manager-Finance	a) B, LV b) D, HH c) OA, BA, OL, BL, OAL, BLOA, LC, Dw, AAV d) MD involving (a) to (c) above	S, BN, MF, RW, SE, C
Deputy General Manager (Marketing), Deputy Manager-Sales	a) B, LV b) D, HH c) OA, OL, CP, LC, Dw, AAV d) SLD, MI e) MD involving (a) to (d) above	S, BN, SE, RW, MF, PP, L, ST, W
Dy. Manager-HRM (Admin.), Assistant Manager-HRM	a) LV b) D, HH c) OA, BA, OL, BL, OAL, CP, LC, Dw, AAV, MDy d) ASD, SLD, MI e) MD involving (a) to (d).	S, ST, BN, MF, RW, SE, HC, MF
Assistant Manager-Rajbhasha	a) B, LV b) D, HH c) OA, BA, OL, BL, OAL, BLA, BLOA, CP, LC, Dw, AAV, MDy d) SLD, MI e) MD involving (a) to (d) above.	S, ST, W, BN, RW, SE, H, C, MF
Assistant Manager-Company Secretary	a) B, LV b) HH c) OA, BA, OL, BL, OAL, BLA, BLOA, CP, LC, Dw, AAV d) ASD (M), SLD, MI e) MD Involving (a) to (d) above.	S, ST, BN, RW, SE, H, C, MF

CATEGORY ABBREVIATIONS: S=Sitting, ST=Standing, W=Walking, BN=Bending, L=Lifting, KC=Kneeling & Crouching, JU=Jumping, CRL= Crawling, CL=Climbing, PP=Pulling & Pushing, MF=Manipulation with Fingers, RW=Reading & Writing, SE=Seeing, H=Hearing, C=Communication, B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, BLOA=Both leg & one arm, BLA=Both Legs Arms, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, MDY= Muscular Dystrophy, AAV=Acid Attack Victims, ASD= Autism Spectrum Disorder (M= Mild, MoD= Moderate), ID= Intellectual Disability, SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities (Including Deaf Blindness).