



एचएमटी लिमिटेड

**HMT LIMITED**

(A Govt. of India Undertaking)

Regd. Office: HMT Bhavan, No.59, Bellary Road, Bengaluru – 560 032.

HMT/CHR/CNTR(ADVT.1)/2025-26

Date: 03.06.2025

**REQUIRES SENIOR ADVISER**

HMT Limited, a major engineering conglomerate with units across the country manufacturing, a range of engineering products, intends to engage a qualified and experienced finance professional as an Adviser on a purely contract basis to support specific assignments.

Applications are invited for engagement of Senior Adviser (Finance) (1 post) for a period of one year, from serving or retired executives in the equivalent grade of General Manager with relevant experience in Finance and Accounts. The details of the requirement are as follows:

POST 'A'	SENIOR ADVISER (FINANCE)
No. of Posts	01 (One)
Age	Less than 63 years as on 01.06.2025
Period of engagement	Initially for a period of one year which can be further extended for a period of six months at a time or till the completion of assignment (whichever is earlier), depending upon the requirement and individual performance. However, the maximum tenure shall be limited to four years or upper age limit of 67 years (whichever is earlier).
Qualification	CA/CMA/ICWAI
Post Qualification Experience	Should have minimum 22 years of experience in Finance & Accounts, including 5 years as Head of Finance.
Areas of Expertise	<b>Finance &amp; Accounts</b>
Job Description	This is a senior level position. Shall look after Finance functions of the Company and its Subsidiaries. <ul style="list-style-type: none"><li>➤ Manage banking relationships, loans, and investment activities.</li><li>➤ Monitor cash flow, liquidity, and capital requirements.</li><li>➤ Analyze financial performance and identify opportunities for cost reduction and revenue enhancement.</li><li>➤ Lead the financial planning, forecasting, and budgeting processes.</li><li>➤ Oversee compliance with accounting standards and regulatory requirements and ensure accurate and timely preparation of financial statements (quarterly and annual) stand alone and consolidated, Taxation, – both direct and indirect, matters of the Company.</li><li>➤ Develop internal controls and ensure compliance with financial regulations and tax laws.</li><li>➤ Foster a culture of continuous improvement and accountability.</li><li>➤ Present financial insights to the Board and Senior Management.</li></ul>

	<ul style="list-style-type: none"> <li>➤ Interact and co-ordinate with bodies like Internal Audit, Statutory Audits, Govt. Audit, Tax Audit and other Government Agencies including regulatory bodies.</li> <li>➤ Be responsible for Taxation Assessments, Costing, Working Capital Management and Budgeting, Investment decisions, Financial Concurrence of Company and Subsidiaries and other finance functional areas allocated from time to time.</li> <li>➤ Compile and advice on various Guidelines to Units / Subsidiary Companies as per the requirement / amendments brought by statutory bodies like ICAI, ICAI, ICSI, SEBI, MCA etc.</li> <li>➤ Overall supervision of Banking Transactions including e-payments, Loans, Cash &amp; Bills Section, Filing of Monthly / Quarterly Returns viz., TDS, GST etc as per statutory requirement, Correspondence with Banks for availing of additional limits, CMA Data for Banks, FD Renewals, Funds Management etc.,</li> <li>➤ Maintain data pertaining to GoI loans to Company/Subsidiaries monitoring the same.</li> <li>➤ Ensure timely submission of Agenda / Notes to Audit Committee / Board of Directors pertaining to Accounts and Internal Audit Department.</li> <li>➤ Provide proper guidance and inputs for Revival of the Company.</li> <li>➤ To guide on the CAPEX and AOP plans.</li> <li>➤ To guide targets for MOU data with Ministry.</li> <li>➤ To provide data for Directors Report.</li> <li>➤ Providing various CPSE data as and when required.</li> <li>➤ Ensure timely Debtors recovery and keep track of liabilities and contingent liabilities.</li> </ul>
Remuneration	Consolidated monthly emoluments will be fixed based on experience & expertise of the individual.
Place of Posting	Bengaluru or any other location as decided by the management.

**DESIRABLE:**

1. Work experience in Engineering industry is preferable.
2. Candidates who have work experience at Senior management level from PSUs/Autonomous organizations will be preferred.

**GENERAL CONDITIONS:**

1. Candidates fulfilling the above said criteria of qualification, experience only need apply. Incomplete application or applications not in the prescribed format will be rejected and no correspondence in this regard will be entertained.
2. The engagement is purely on contractual basis. The post is not against any permanent vacancy and this placement will not ensure any regular/permanent employment in HMT Limited in future.
3. Applications should be made in the enclosed format only along with copies of relevant documents.

4. The engagement shall be subject to submission of medical fitness certificate, issued by a qualified Registered Medical Practitioner. Those who are medically unfit, the offer/engagement letter shall stand cancelled automatically.
5. The selected candidates shall submit a Non-Disclosure Agreement as per prescribed format.
6. The engagement shall be subject to Vigilance clearance in respect of officials serving/retired from the Central/State PSUs, Autonomous Organizations of Central/State PSUs. In respect of officials who have served in private sector, a self-declaration towards character/antecedents shall be produced.
7. The Management reserves the right to relax age and experience as also to consider related qualification & experience in case of deserving / exceptional candidates.
8. The management reserves the right to recommend / select the candidate for any Subsidiary Companies / Units of HMT Limited.
9. Self attested copies of Documents as in Sl.No. 10 below, in support of qualification and relevant experience shall be submitted along with the application. In the case of non-submission of documents along with the application, it will be rejected at any stage during the process of appointment.
10. The original documents/certificates/testimonials in proof of Age (Only SSLC/SSC/ 10th Standard Board Certificate will be admitted as proof of age), qualification, experience, caste/category as mentioned/enclosed in the application shall be produced at the time of interview for verification. In case of failure to produce the original testimonials/certificates as mentioned in the application for verification while attending the interview, the candidate will not be allowed to appear for interview and no TA shall be payable.
11. Candidature of the applicant is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the applicant is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
12. HMT Limited shall not be liable for any damage/injury/loss to the applicant, if any, sustained during the entire recruitment process and journey.
13. HMT Limited reserves the right to assess fitness or otherwise of the candidate selected, to cancel/restrict/enlarge the recruitment process without assigning any reason thereof, if need arise.
14. Candidates submitting incomplete application or testimonials will not be allowed to appear for interview.
15. Only short-listed eligible candidates will be called for interview in person or through video conferencing. The outstation candidates called for interview in person will be paid To and Fro Economy class Air fare by the shortest route, on production of proof of journey.

16. Number of vacancies notified may increase / decrease at the discretion of the Company & the decision of Management regarding selection will be final & binding.

17. The Company also reserves the right to cancel / curtail / enlarge the recruitment process and/ or the selection process without any further notice and without assigning any reasons.

**HOW TO APPLY:**

a) Application in the prescribed format duly filled along with resume and a set of self-attested photocopies of the relevant certificates in proof of qualification, age, category, experience etc., (all the relevant original certificates should be produced at the time of interview) and affixing passport size photograph at the space provided should be sent in sealed cover superscribed "APPLICATION FOR THE POST OF ....." so as to reach the following address on or before **24.06.2025**.

**The Manager (Corporate HR)  
HMT Limited,  
No.59, HMT Bhavan, Bellary Road,  
Bengaluru -560 032**

b) Application has to be sent through Ordinary post/Speed Post/Registered Post/Courier only. Application received through other modes, viz., Fax/E-mail/By hand will not be accepted and summarily rejected.

c) Candidates are advised to have a valid e-mail ID which has to be mandatorily mentioned in the application form, so that intimation/communication regarding the Interview can be sent. They are also advised to retain this e-mail ID active for at least one year as any important intimation to the candidates shall be provided by HMT Ltd, through e-mail and also requested to check e-mails regularly for any communication from HMT Ltd. in this regard. Company will not be responsible for bounce/mail delivery failure.

d) Candidate who applied once cannot alter their application under any circumstances. Request for change of mailing address, category, discipline as declared in the application will not be entertained.

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**APPLICATION FORMAT**  
**For the post of Senior Adviser**

(Tick as applicable)

Affix Passport  
size photo

- 1) Post of the assignment applied for
- 2) Full Name
- 3) Date of Birth
- 4) Date of Retirement (if applicable)
- 5) Category (SC/ST/OBC/GEN/PWD/MIN/EWS/ESM)
- 6) Address for Correspondence
- 7) Telephone No. / Mobile No.
- 8) Email:
- 9) Previous Employment Details:

a) Experience Details: Total Post Qualification Experience \_\_\_\_\_ Years.

S. No	Organization	Designation	From (dd/mm/yyyy)	To (dd/mm/yyyy)	Job Profile	Specific Achievement/ Award

In case of HMT employee, Ticket Number and Unit also to be mentioned.

b) Salary Details:

Last Pay Drawn/Annual CTC: \_\_\_\_\_

c) Qualification:

S. No	Examination passed	Name of Institution/ University	Year of Passing	% Of Marks/ Grade	Specialization

- 10) Details of relevant experience / projects handled.
- 11) Justification for being the most suitable candidate for the Assignment.
- 12) Details of Certification, Achievements / Awards, Copyrights / Patents, Papers / presentation in National / International Journals / For as, if any
- 13) Details of Post held or Membership at National/Intl relevant professional body.
- 14) Medical History: Whether any known major illness in the last 5 years?
- 15) Whether any penalty (Minor/Major) was awarded during the employment?  
If yes, please provide details.
- 16) I certify that, to the best of my knowledge and belief, there are no present or currently planned interests (financial, contractual, organizational, or otherwise) relating to the work to be performed under the contract that would create any actual or potential conflict of interest (or apparent conflicts of interest) (including conflicts of interest for immediate family members: spouses, parents, children) that would impinge on its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage. In this clause, the term "potential conflict" means reasonably foreseeable conflict of interest. I further certify that I will continue to exercise due diligence in identifying and removing or mitigating, to HMT's satisfaction, such conflict of interest (or apparent conflict of interest). If I perceive any possible conflict of interest in foreseeable future the same will be informed by me to HMT.

I certify that the information given above is true and correct.

Date:  
Place:

(Signature of Candidate)