

THE COMPANY

Balmer Lawrie, a public sector company under the Ministry of Petroleum & Natural Gas, is a professionally managed, multi-location, diversified conglomerate having presence in manufacturing as well as services sectors, with a consistent track record of growth and profitability. High standards of customer service, innovative outlook and dedicated human resources have enabled the Organization to achieve leadership position in many of its businesses. For the year ending 31.03.2014, the Company achieved a Turnover of Rs. 2843 crores and a Profit before tax of Rs. 220 crores.

PRODUCTS AND SERVICES

The Company operates in various business segments through Strategic Business Units [SBUs] and Joint Venture Companies [JVCs]. It is the market leader in Industrial Greases & Specialty Lubricants, Steel Barrel, Corporate Travel and Logistics Services. The Company also has significant presence in most of the other businesses it operates in, namely, Refinery & Oil Field Services [ROFS], Leather / Performance Chemicals, Logistics Infrastructure, etc.

CURRENT OPENINGS

The company is looking for qualified and experienced professionals to man a key role in the middle management level in SBU - Greases & Lubricants as per details given below:

S. No	Role	Level (Grade)	Location	No. of Vacancies	Minimum Qualification	Max Age	Minimum Post Qualification Relevant Experience (years)
1	Deputy Manager/ Manager (Retail Marketing)	Junior Management; E2/E3	Mumbai	1(one)	B.E./B.Tech./B. Sc. having MBA/PGDM with specialization Sales/Marketing	35	For Grade E2 - 3 years For Grade E3 - 5 years <i>(Preference shall be given to candidates with experience in sales through dealer-distributor network.)</i>

COMPENSATION

Grade(s)	Basic Scale (Rs.)	CTC Range (Rs / lakhs per annum)
E2	20600-46500	8 - 14 lacs per annum
E3	24900-50500	10 - 15 lacs per annum

Selected candidate for each of the above position will be placed in the appropriate Grade and Scales of Pay, and actual compensation package offered will depend on qualification, experience, etc. Deserving candidates can be paid higher compensation based on qualification & quality of experience.

RESERVATION

The Government of India directives with regard to reservations of SC / ST / OBC / Physically Handicapped shall apply. Candidates belonging to this category should specifically mention the same in their applications. Relaxation in maximum age prescribed is applicable in case of SC / ST / OBC and Physically Handicapped candidates as per Government of India directives. Candidates belonging to OBC category seeking the benefit of reservation should produce certificate from Revenue Officer not below the rank of Tehsildar, certifying that they do not belong to the creamy layer.

Please read [The Other General Conditions](#) before applying for the positions.

TO APPLY

Please register yourself using the link https://careers.balmerlawrie.com/sap/bc/webdynpro/sap/hrrcf_a_candidate_registration?sap-client=100#

After creation of your profile, please apply against the appropriate job by going into the “Employment Opportunities” tab.

Last date for submission of applications is 3rd December, 2014.

PERSON PROFILES

Position Title	Deputy Manager/ Manager (Retail Marketing)
SBU/Function & Location	SBU - Greases & Lubricants, Mumbai
Grade	Executives Grade E2/E3
Qualification	The applicant should be a B.E./B.Tech./B. Sc. having MBA/PGDM with specialization in Sales/Marketing
Indicative Job Description	<p>The incumbent would be responsible for -</p> <ol style="list-style-type: none">1. Proper implementation of the marketing strategy to achieve the annual regional sales target as per the strategic plans2. Ensure collection in line with credit policy of the division3. Co-ordinate with the channel sales for development of different brand activities4. To plan, drive and take active part in Conducting Mechanic/Dealer meets and other market meets to popularize the BALMEROL brand5. Develop and execute new initiatives towards increasing the Distributors6. Ensure proper depot management as laid down procedures and rules7. Communicating to channel partners, various schemes of incentive and promotion8. Co-ordinate with Production for delivery of customer requirements9. Ensure compliance of all statutory and other necessary requirements10. Creation of regional MIS report w.r.t Sales Trend, Competition, Debtors, Packing analysis and other required/necessary data to the Head Retail. <p>The above list is only indicative and not exhaustive.</p>
Experience Profile	Should have relevant post-qualification experience of minimum 3 years for Grade E2 & 5 years for Grade E3. Preference shall be given to candidates with experience in sales through dealer-distributor network.
Maximum Age	Maximum age as on the date of notification should be 35 years.
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Other General Conditions:

1. Before applying for the post, candidates should ensure that he/she fulfills the MINIMUM ELIGIBILITY and other criteria mentioned in this advertisement. BALMER LAWRIE & CO. LTD. being the Appointing Authority would be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the post for which he/she has applied. No correspondence shall be entertained in this regard.
2. In case the post applied for is not mentioned clearly & correctly an application is LIABLE FOR BEING REJECTED SUMMARILY
3. Incomplete applications, applications not as per the prescribed format or applications received after the due date ARE LIABLE FOR BEING REJECTED SUMMARILY.
4. Request for change of Mailing address / Email / category / posts as mentioned in the application will not be entertained.
5. The prescribed qualification / experience are the minimum and mere possession of the same does not entitle a candidate for shortlisting and or final selection. Candidates will be shortlisted based on the relevance and quality of experience vis-à-vis the requirements of the advertised role. The Company's decision shall be final in this regard.
6. The job description mentioned above is only indicative. It may change based on the requirement of the company and discretion of the management.
7. Only short listed candidates who are found prima facie eligible based on the details given in the application form will be called for the written test and / or personal interview as the case may be.
8. Category (SC/ST/OBC/PWD) once mentioned in the application form will not be changed and no benefit of other category will be admissible later on.
9. The OBC candidates who belong to "CREAMY LAYER" are not entitled for relaxation of age and/or for consideration against reserved positions
10. Relaxations / Reservations etc for SC/ST, PWD and OBC (Non Creamy Layer) will be as per Government Rules/Presidential Directives.
11. Candidates from SC/ST/OBC (non-creamy layer) category should produce the original caste certificate issued by Competent Authority in the prescribed format as per the guidelines of Government of India in support of their claim, at the time of interview. In case, the candidate fails to produce the certificate issued by Competent Authority, his / her candidature will not be considered and his/ her travelling expenses will not be reimbursed.
12. Candidature of the candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
13. The Company reserves the right to relax age in case of candidates with longer years of experience/in case of exceptionally qualified or experienced candidates.
14. The Company reserves the right to fill or not to fill all or any of the advertised positions without assigning any reason whatsoever.
15. The Company reserves the right to shortlist candidates depending upon the number of vacancies and application received, etc., and also to decide the modalities for recruitment whether through Interview / Written Test/ Group Discussion or all of these and the venue/schedule thereof.
16. The Company reserves the right to the offer position in appropriate lower Grade & Salary.
17. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Kolkata Court only.
18. The candidates should clearly and correctly write their mobile number and correct email address. Please note that the intimation for interview will be given through email addresses only.
19. The number of vacancies is indicative. The Company reserves the right to increase or decrease the number of vacancies purely on need basis at any point of time during recruitment process.
20. The Location/ Place of posting mentioned are indicative, selected candidate shall be required to work in any location in India or outside the Country including assignments to Company's Joint Ventures/ Associates.
21. Outstation candidates called for interview will be reimbursed travel expenses as per the rules of the Company.
22. In respect of exceptionally qualified & qualitatively experienced candidates the minimum overall years of experience as prescribed, may be relaxed at the sole discretion of the Company.
23. The advertisement will be taken down from the company website at 06:30 pm on the last date for submission of applications.

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