



# Balmer Lawrie & Co. Ltd.

[A Government of India Enterprise]

NEEDS PROFESSIONALS

Ref No. : BL/HR/CHR/RECT/RECFT/202627/0001/B

Date : 13 May 2026

## THE COMPANY

Balmer Lawrie, a Miniratna-1 public sector enterprise under the Ministry of Petroleum and Natural Gas, Government of India, is a professionally managed, multi-location, and multi-business 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.

## PRODUCTS AND SERVICES

The Company operates in various business segments through its Strategic Business Units [SBUs] and Joint Venture Companies [JVCs]. It is the market leader in Industrial Steel Barrels, Greases & Specialty Lubricants, Corporate Travel and Logistics Services. It also has a significant presence in most other businesses it operates in, namely, Logistics Infrastructure, Cold Chain, Chemicals and Refinery & Oil Field Services [ROFS]. The Company has eight SBUs: Industrial Packaging, Greases & Lubricants, Chemicals, Travel & Vacations, Logistics Infrastructure, Logistics Services, Cold Chain and Refinery & Oil Field Services [ROFS] with offices spread across the country and abroad.

## OPENINGS

The Company is looking for qualified and experienced professionals to man the following position(s) on fixed term contract and the details of the position are as given below:-

Sl. No.	Position	Grade	No. of Post(s)	SBU/Location (Indicative)	Max. Age (in Years)	Minimum Qualification	Minimum Post-Qualification Experience (in Years)	Preferred Qualification
1	Chief Operating Officer [Travel & Vacations]	FTE-8	1	Travel & Vacations - NRO, Okhla	57	Full Time Engineering Graduate OR 2 years' Full Time MBA / Post Graduate Diploma in Management	19 years' Post-Qualification Experience in any, all, or a combination of the following: <ol style="list-style-type: none"><li>Experience in the travel industry, with significant exposure to air ticketing operations and business leadership with proven track record in business promotion.</li><li>Experience in corporate and government travel management, including handling large institutional accounts.</li><li>Prior experience in a senior leadership role managing P&amp;L, operations, and large teams is essential.</li></ol>	-
2	Chief Technology Officer [Travel & Vacations]	FTE-7	1	Travel & Vacations - NRO, Okhla	55	Full Time Engineering Graduate OR 2 years' Full Time MCA OR 2 years' Full Time MBA / Post Graduate Diploma in Management (IT/ Information Systems/ IT & Systems / Computer Science)	16 years' Post-Qualification Experience in any, all, or a combination of the following: <ol style="list-style-type: none"><li>Leadership position in IT (viz. CTO/CIO/Head of IT or such) reporting directly to the CEO, the Board, or Board-minus-one level in an organization</li><li>Experience in IT in Travel, Tourism, Hospitality sector</li><li>Experience in B2C software/ application/ portal/ product development, scaling, UI/UX optimisation, integration</li><li>Experience in AI/ ML projects, Predictive Analytics for B2C business.</li></ol>	Certifications In Emerging Technologies Such As Cloud, AI/ML, Cybersecurity, Or Enterprise Architecture In Travel And Vacation Segment

### Note:

- The cut-off date for post-qualification experience & maximum age is **05.06.2026**. All candidates who are eligible as on the cut-off date may apply.
- The no. of vacancies is only indicative. Panel may be drawn from the engagement process to fill drop-out or future vacancies.

3. The locations mentioned against each vacancy are indicative. The selected and/or empaneled candidates may be placed anywhere in the Country depending upon business requirements.
4. Degrees / Diploma (other than the ones specified in UGC Notice dated 23.2.2018) which are UGC recognized Open and Distance Learning (ODL) programmes treated as equivalent with the Degrees / Diploma acquired from regular Universities / Institutes in the country conducted by ODL Institutions recognized by UGC or an institution Deemed to be a University so declared by the Central Government, will be accepted. However, for ODL Degree/Diploma in Management and/or Information Technology recognition of AICTE shall be mandatory. CA / ICWA will however not be considered. Engineering courses done through ODL Mode will also not be considered except where IGNOU has granted the B.Tech Degree or Diploma in Engineering to students who were enrolled up to academic year 2011-12 with IGNOU and not post 2012.
5. Post Graduate Diploma in Management should be certified as equivalent to Post Graduate by AICTE valid for the year when the PG Diploma has been completed.
6. No claim of possession of equivalent educational qualification(s) to the advertised educational qualification would be entertained and decision of the Company in this regard would be final and binding.

#### INDICATIVE JOB DESCRIPTION

Sl. No.	Position	Grade	No. of Position(s)	SBU/Location (Indicative)	Indicative Job Description (Lists provided below are indicative and not exhaustive)
1	Chief Operating Officer [Travel & Vacations]	FTE-8	1	Travel & Vacations - NRO, Okhla	<ol style="list-style-type: none"> <li>1. Manage and ensure Top-Line and Bottom-Line growth of the SBU in line with the strategic plan of the Company.</li> <li>2. Build and lead a team of professionals to retain and grow the business verticals in terms of market share.</li> <li>3. Oversee and lead marketing activities to ensure that the brand gets established and continues to flourish in its chosen segments.</li> <li>4. Ensure achievement of monthly, quarterly and annual sales &amp; profit forecasts</li> <li>5. Ensure that effective working capital management and achieve collection targets and debtor factor days as per budget.</li> <li>6. Lead the operations team to progressively achieve cost optimisation to minimise finance cost, boost bottom-line of each vertical thus enhancing contribution across locations/ units.</li> <li>7. Lead the technology upgradation process in the business, thereby enhancing productivity and optimizing cost of operations.</li> <li>8. Monitor and ensure effective quality and timeliness of service delivery, enhancing customer satisfaction on sustainable basis.</li> <li>9. Identify and evaluate opportunities of expansion into different geographies, adding new and value-added services to augment margins.</li> <li>10. Developing capital expenditure proposals for the vertical and implementation of sanctioned CAPEX.</li> <li>11. Periodically review and ensure that appropriate business processes/ systems, organization structure, manning, deployment of other resources, training and monitoring/ reporting systems are in place to have the key responsibilities for conduct of business are adequately addressed some of these being: <ol style="list-style-type: none"> <li>i. Timely flow of accurate and reliable information/ MIS, on need-to-know basis</li> <li>ii. Internal checks and balances e.g. internal audits processes are robust and adequate</li> <li>iii. Protection of the Company's Intellectual Property Rights, Trademarks and sensitive information</li> <li>iv. Risk evaluation and mitigation/ management steps are adopted including compliance with the Company's Risk Management policies.</li> </ol> </li> </ol>
2	Chief Technology Officer [Travel & Vacations]	FTE-7	1	Travel & Vacations - NRO, Okhla	<ol style="list-style-type: none"> <li>1. Technology <ul style="list-style-type: none"> <li>• Technology Roadmap: Develop and execute a division-specific technology roadmap aligned with the organization's overall strategy, driving business objectives and growth for the Travel &amp; Vacations segment.</li> <li>• AI strategy: Formulate an AI strategy covering operations, customer service, and experience to strengthen business value, while aligning the technology roadmap to integrate emerging AI capabilities for predictive analytics, personalization, and intelligent automation.</li> <li>• Data Strategy &amp; Analytics: Define and implement a comprehensive data strategy covering the full lifecycle of data management and privacy, supported by a secure, scalable, and trustworthy technology foundation. Establish advanced analytics frameworks to deliver actionable insights across the customer journey—from pre-sales to post-service.</li> <li>• Integration Strategy: Design and implement a modular, scalable, interoperable and secure module for integration with third-party applications such as GDS, WhatsApp, SMS, email, e-Invoice, service support portal, etc.</li> <li>• Data-Driven Culture: Foster a data-first mindset where AI-driven insights inform decision-making across sales, marketing, operations, and customer service. Conduct strategic benchmarking of platform capabilities against leading white-label travel solutions, ensuring scalability and adaptability to meet evolving B2B and B2C market demands.</li> <li>• Technology Partnerships: Forge strategic, long-term partnerships with leading technology providers to build proprietary Travel &amp; Vacation solutions for Balmer Lawrie, ensuring full intellectual property ownership and continuous innovation aligned with evolving business needs.</li> <li>• Application Development: Implement a robust Software Development Lifecycle (SDLC) framework to establish an in-house development team for managing business applications.</li> </ul> </li> </ol>

Sl. No.	Position	Grade	No. of Position(s)	SBU/Location (Indicative)	Indicative Job Description (Lists provided below are indicative and not exhaustive)
					<ul style="list-style-type: none"> <li>• Competency Management: Develop and implement a strategy to build technical competencies within the IT team and across the business unit.</li> <li>• Process driven: Create a process-driven, role-independent environment supported by robust backup plans and job rotation to ensure business continuity and operational resilience.</li> <li>• Has implementation experience in driving AI initiatives preferably in Travel segment.</li> </ul> <p>2. Customer Centric Platform</p> <ul style="list-style-type: none"> <li>• Transform the existing IT architecture/landscape as a modular, scalable, Interoperable, secure, high performance and maintainable architecture.</li> <li>• Apply industry-standard design principles across all Travel &amp; Vacations IT modules—such as self-booking portals—to deliver a unified, intuitive interface that makes it easy for customers to seamlessly book flights, hotels, cabs, and holiday packages in one place.</li> <li>• Use AI-driven API management and orchestration to boost performance, minimize latency, and optimize partner connectivity, while embedding AI into ERP and CRM systems for predictive inventory control, fraud prevention, and customer sentiment analysis.</li> <li>• Customer experience: Deliver a seamless, personalized booking experience by implementing AI-powered recommendation engines that tailor itineraries, suggest relevant services, and optimize pricing in real time. To deliver AI-driven personalized promotions and retention campaigns.</li> <li>• Customer Support: Deploy a unified service support system integrated with core business applications to streamline customer request management and enhance operational efficiency. Complement this with Gen AI-powered multilingual chatbots offering 24/7 assistance to boost engagement and deliver superior customer experiences.</li> </ul> <p>3. Data, Analytics &amp; Machine Learning</p> <ul style="list-style-type: none"> <li>• Establish a central data lake and advanced analytics pipeline for travel and vacations.</li> <li>• Enable real-time dashboards for customers (trip tracking, spend insights) and internal teams (sales performance, service quality, operational efficiency).</li> <li>• Apply machine learning models for demand forecasting, route optimization, and dynamic offers.</li> </ul> <p>4. Security, Compliance &amp; AI Ethics</p> <ul style="list-style-type: none"> <li>• Implement enterprise-grade security protocols and privacy-by-design AI systems compliant with GDPR, PCI-DSS, and other relevant standards.</li> <li>• Establish AI governance frameworks to ensure transparency, bias mitigation, and ethical use of customer data.</li> <li>• Maintain 99.9%+ uptime, implement robust disaster recovery, and leverage AI-driven predictive maintenance for infrastructure reliability.</li> </ul> <p>5. Cross-Functional Collaboration and Leadership</p> <ul style="list-style-type: none"> <li>• Work closely with Operations, Sales, and Marketing to capture the Voice of the Customer (VOC) and apply AI-driven sentiment and trend analysis to guide product improvements.</li> <li>• Reduce manual intervention across processes using intelligent automation (RPA + AI) to speed up service delivery and improve accuracy.</li> <li>• Build and mentor a multi-disciplinary tech team skilled in software engineering, cloud infrastructure, AI/ML, and data science.</li> </ul>

#### COMPENSATION

Sl. No.	Post(s)	Grade(s)	SBU/Function/Vertical	Indicative Place of Posting	Compensation
1	Chief Operating Officer [Travel & Vacations]	FTE-8	Travel & Vacations	NRO, Okhla	Total Emoluments shall not be a constraint for the right candidate. Total emoluments shall also include Variable (Performance Related) Pay.
2	Chief Technology Officer [Travel & Vacations]	FTE-7	Travel & Vacations	NRO, Okhla	

#### HOW TO APPLY

1. Pls. apply through the e-recruitment portal <https://www.balmerlawrie.com/careers/current-openings>. To apply through the portal you need to first register. You can register using the following link: [https://careers.balmerlawrie.com/sap/bc/webdynpro/sap/hrrcf\\_a\\_candidate\\_registration?sap-client=100#](https://careers.balmerlawrie.com/sap/bc/webdynpro/sap/hrrcf_a_candidate_registration?sap-client=100#)
2. After creation of your profile, pls. ensure that you apply against the appropriate position by going to the “Employment Opportunities” tab. The link for the same is [https://careers.balmerlawrie.com/sap/bc/webdynpro/sap/hrrcf\\_a\\_startpage\\_ext\\_cand?sap-client=100#](https://careers.balmerlawrie.com/sap/bc/webdynpro/sap/hrrcf_a_startpage_ext_cand?sap-client=100#).
3. Only creation of profile does not ensure consideration of your candidature for a job.
4. In case of any difficulty, please send your feedback by clicking on the “Feedback” link.
5. Online submission of application is permitted on the website <https://www.balmerlawrie.com/careers/current-openings> between 1000 hours on **13.05.2026** till 2359 hours on **05.06.2026**.

6. Please read The Other General Conditions before applying for the positions.
7. The applicant must provide his/her correct and updated email id & mobile number. Please note that the intimation for interview, if shortlisted, will be sent through email only. Balmer Lawrie shall not be responsible for any loss of email/communication letter sent, due to invalid/wrong email id/wrong postal address/postal delays/loss in transit etc. No request in this regard will be entertained.
8. No claim of possession of a qualification equivalent to a prescribed qualification would be entertained and decision of the Company in this regard would be final and binding.
9. Any information or communication with regard to the advertisement related to the position or changes in the minimum requirements, terms & conditions, extension of last date of application, cancellation of the advertisement etc. shall be published on the Company's website only. So, the candidates must check the Company's website for updated details.

### **CONCESSIONS, RELAXATIONS & RESERVATION**

**Reservation/ relaxation/ concession to OBC (NCL)/ EWS/ SC/ST/PwBD/Ex-SM shall be as per Government of India directives**

Category Applicable	Age relaxation (in years)
Scheduled Caste / Scheduled Tribe	5
OBC(Non-Creamy Layer)	3
PwBD belonging to GENERAL/EWS	10
PwBD belonging to OBC(Non-Creamy Layers)	13
PwBD belonging to Scheduled Caste / Scheduled Tribe	15
Ex-Servicemen	As per Govt. regulations
Relaxations for Persons with Benchmark Disability (PwBD)	
<ul style="list-style-type: none"> <li>➤ Relaxations for PwBD candidates would be as per Govt. of India notification</li> <li>➤ Persons suffering from not less than 40% of the relevant disability shall only be eligible for relaxations under PwBD category. Persons claiming concessions/ relaxations under PwBD category are required to upload their Disability certificate in the format prescribed by Government of India</li> </ul>	

**Details on Concessions, Relaxations & Reservations are enumerated below:**

1. The Caste/Tribe/Community certificate issued by the following authorities in the prescribed form for SCs/STs and for OBCs as per format available on the Company website will only be accepted as proof in support of a candidate's claim as belonging to the Scheduled Caste or the Scheduled Tribe or the Other Backward Class. Certificates received in any other format shall not be considered for availing reservation benefits.
  - a. District Magistrate/Additional District Magistrate/Collector /Deputy Commissioner/Additional Deputy Commissioner/ Deputy Collector/1st Class Stipendiary Magistrate/Sub Divisional Magistrate/Taluka Magistrate / Executive Magistrate / Extra Assistant Commissioner.
  - b. Chief Presidency Magistrate/ Additional Chief Presidency Magistrate/Presidency Magistrate;
  - c. Revenue Officer not below the rank of Tehsildar; and
  - d. Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
2. The reserved category candidates are required to produce the original caste/ PwBD certificate/s in prescribed format as given in our website or of Government of India, issued by the competent authority at the time of interview, in support of their claim. In addition, the OBC-NCL (OBC-Non-Creamy layer) candidates will be required to submit a valid caste certificate in the prescribed format as given in our web site as applicable for purpose of reservation in appointment to posts under Government of India/Central Government Public Sector Undertaking as contained in DOPT Memo No. 36036/2/2013- Estt. (Res.) dated 30-05-2014 from a competent authority issued in the year of advertisement. Further the OBC-NCL candidates will have to give a self-undertaking, at the time of Personal Interviews if called for, indicating that they belong to OBC-Non-Creamy Layer.
3. If the SC/ST/OBC-NCL/PwBD/EWS certificate has been issued in a language other than English, the candidates will be required to submit a self-certified translated copy of the same in English.
4. Reservation & Relaxation for Persons with Benchmark Disabilities as per Govt. rules shall be applicable.
5. The Upper age limit for Persons with Benchmark Disabilities (PwBD) candidates is relaxable by 10 years (15 years for SCs/ STs & 13 years for OBC [NCL]). Persons with 40% or more Disability shall be eligible for relaxation. The PwBD candidates must possess a Certificate to this effect issued by the Board/ countersigned by the Medical Superintendent/ Chief Medical Officer/ Head of Hospital of Government as per the format available on the Company website. Certificates received in any other format shall not be considered for availing reservation benefits. Necessary assistance for access, seating and scribe/reader in terms of Govt. guidelines shall be provided to PwBD candidates during the selection process. However, to avail this facility, separate specific communication to this effect must be sent in the <http://balmerlawrie.com/feedback> within 7 days of submission of application.
6. Reservation of posts for SC, ST and OBC (Non-Creamy Layer), Persons with Benchmark Disability & Economically Weaker Sections (EWS) will be as per Govt. Guidelines.
7. Upper age limit is relaxable for Ex-Servicemen [ES] as per extant applicable rules issued by the Competent Authority.
8. Candidates from SC/ST/OBC (Non-Creamy Layer)/ PwBD/ EWS category must mention their caste/disability details correctly in the application form and upload their self-attested Caste/ Tribe/ Community/Disability/Income & Asset Certificate at relevant portion in the Application Form. In case the candidate does not upload the self-attested certificate in the correct format as detailed above, such candidates shall be treated as belonging to General Category and no reservation benefits shall be extended to such candidates.
9. The candidate's fixed term engagement shall remain provisional till such time as the Caste/ Tribe/ Class (NCL / EWS) certificates and other testimonials are verified and certified by appropriate authority as genuine. The candidate's engagement shall be liable to be terminated forthwith without assigning any reason in case the above verification reveals that his/her claim for belonging to SC/ST/OBC [NCL]/PwBD/ EWS/ ES category and other testimonials, if any, is found false. BALMER LAWRIE & CO LTD also reserves the right to take such further action against the candidate, as it may deem proper, for production of such false caste / class certificate.

### Other General Terms & 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 engagement 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. **Incomplete applications, applications not as per the prescribed format or applications received after the due date ARE LIABLE FOR BEING REJECTED SUMMARILY without any correspondence.**
  3. Request for change of Mailing address / Email / Category / posts as mentioned in the application will not be entertained.
  4. All the details given in the online application form will be treated as final and no changes will be entertained.
  5. **All Minimum Eligibility conditions as mentioned in the advertisement shall also be considered as Essential Eligibility conditions. The Company shall be within its rights to reject the candidature of an applicant at any stage of engagement process if the applicant does not meet the minimum eligibility conditions.**
  6. **No claim of possession of a qualification equivalent to a prescribed qualification would be entertained and decision of the Company in this regard would be final and binding.**
  7. **In case the post applied for is not mentioned clearly and correctly an application is LIABLE FOR BEING REJECTED SUMMARILY without any correspondence.**
  8. **All minimum eligibility qualifications, where applicable, should be recognized by UGC/AICTE/ Govt. of India/State Govt and from UGC/AICTE/ Govt. of India/State Govt recognized/affiliated institutes/colleges/universities as on the date of passing.**
  9. 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.
  10. The job description mentioned is only indicative. It may change based on the requirement of the Company and discretion of the management.
  11. 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 etc. and / or personal interview as the case may be.
  12. Candidature of the candidate is liable to be rejected at any stage of the engagement process or after joining, if any information provided by the candidate is found to be misleading or is not found in conformity with eligibility criteria mentioned in the advertisement.
  13. The Company reserves the right to fill or not to fill all or any of the advertised positions without assigning any reason whatsoever.
  14. 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 engagement whether through Interview / Written Test/ Group Discussion etc. or all of these and the venue/schedule thereof.
  15. The Company reserves the right to offer the position in appropriate lower Grade & Salary.
  16. The Candidates should correctly enter the Start Date & End Date in DD.MM.YYYY FORMAT for work experience details as the same shall be reckoned for checking eligibility against relevant Experience. If any data not entered or incorrectly entered, the application shall be rejected without any correspondence with the candidate.
  17. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
  18. 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 engagement process.
  19. The Company reserves the right to fill or not to fill all or any of the advertised positions without assigning any reason whatsoever.
  20. **Category (SC/ST/OBC/PwBD/Ex-Servicemen/EWS/General) once mentioned in the application form will not be changed and no benefit of other category will be admissible later on.**
  21. **The OBC candidates who belong to "CREAMY LAYER" are not entitled for relaxation of age and/or for consideration against reserved positions.**
  22. **For EWS category applicants, engagement shall be provisional and subject to the Income and Asset Certificate to be verified through proper channels and if the verification reveals that the claim to belong to EWS is fake / false, the engagement of the concerned applicant(s) will be terminated forthwith without assigning any further reasons.**
  23. In case it is found at any stage that the candidate is not meeting the requirements as laid down in the advertisement, his/her candidature may be cancelled.
  24. At any stage of this process including after joining, in case it is found that the candidate has indulged in any of the following or similar activity, the said applicant shall be liable to be disqualified, prosecuted and debarred from applying in BALMER LAWRIE & CO LTD and his/her application / engagement shall be rejected forthwith or in case of detection after engagement, his/ her engagement will be summarily terminated:
    - a. Has submitted misleading information or false documents
    - b. Has suppressed any relevant material fact(s)
    - c. Has submitted information not in conformity with the eligibility criteria mentioned in the advertisement
    - d. Has resorted to unfair means during the Written Test / Engagement process
    - e. Is found guilty of impersonation
    - f. Has created disturbance affecting the smooth conduct of the Selection Process at the centre/ venue for the process selected by the Company or at any other stage
    - g. Has uploaded non-human or irrelevant photograph.
- BALMER LAWRIE & CO LTD shall not entertain any correspondence from such candidates.
25. 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.
  26. Those short listed shall be intimated through e-mail. They are required to bring the following original certificates as documentary proof along with self-attested photocopies for submission at the time of interview:
    - a. Proof of Age,
    - b. Educational Qualifications (All the Mark sheets & Certificates) [wherever CGPA / DGPA or letter grade is awarded, equivalent % of marks should be indicated as per norms adopted by the University / Institute]
    - c. Service Certificate of past employment & proof of date of joining & its continuity in the present Organization
    - d. Last Salary Certificate/ Payslips (Last 3 months) (where applicable)
    - e. Copy of Scheduled Caste/ Scheduled Tribe/ Other Backward Class (OBC) - NCL/ Persons with Benchmark Disability (PWBD)/ EWS/ ES certificate, if applicable from the Competent Authority. OBC certificate produced by candidates should clearly indicate that they do not belong to creamy layer.
    - f. NOC (where applicable)
    - g. Past employment proof
    - h. Present employment proof
    - i. Identity Proof (AADHAAR / PAN / Passport)

- j. Latest passport size photo
  - k. In the absence of any of the above documents, the candidate will not be allowed to appear for interview and in that case, no travel expenses shall be reimbursed
27. Outstation candidates called for interview will be reimbursed travel expenses as per the rules of the Company. Out Station Candidates called for Interview shall be entitled for to & fro travel reimbursement from the mailing address mentioned in the on-line application form to the venue of interview by the shortest route as per rules. The mode and class of travel shall be intimated to the candidates as part of the mail sent to the candidates with details of the interview. Candidates providing mailing address of a country other than India, in the application form, will be reimbursed to and fro fares as per the entitlements, from the port of arrival in India to the venue of interview by the shortest route as per rules. The candidate will be required to fill in the Travelling Allowance (TA) form at the Interview centre and submit proof (in original) for travel undertaken.
  28. Any communication as regards extension of last date of application shall be published on the Company's website only.
  29. Any information or communication with regard to the advertisement related to the position or changes in the minimum requirements, terms & conditions, extension of last date of application, cancellation of the advertisement etc. shall be published on the Company's website only. So, the candidates must check the Company's website for updated details.
  30. The application process will be closed at 11:59 pm on the last date for submission of applications.
  31. Candidates are advised to complete the application process within official working hours i.e. 18:00 hours on the last date of receipt of applications (as notified in this advertisement) as technical support may not be available after 18:00 Hours. No request for consideration of application/ candidature shall be entertained by the Company in case a candidate is unable to complete application process due to a technical issue after 23:59 hours on the last date of receipt of applications.
  32. No Correspondence shall be entertained by the Company with regard to engagement .
  33. Please note that no applications sent directly over email or telephone will be entertained. Interested applicants have to necessarily apply online on our website for the position. APPLICATIONS NOT RECEIVED THROUGH OUR WEBSITE SHALL NOT BE CONSIDERED.
  34. Selected candidate(s) before joining will be required to undergo Medical examination. If found unfit, he / she will be debarred from engagement.
  35. Any query with regard to the application process may be sought by putting feedback in the <http://balmerlawrie.com/feedback> link.
  36. The court of jurisdiction for any dispute will be at Kolkata.

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