



Advt. No.: 05/2026
Date: 06/02/2026

Electronics Corporation of India Limited is a leading Miniratna (Category-I) Public Sector Enterprise (under Department of Atomic Energy, Govt. of India) engaged in the area of Strategic Electronics with thrust on innovation & indigenization. ECIL operates in strategic sectors like Nuclear, Defence, Aerospace, Information Technology, Telecom, Network & Homeland Security, CBRN and e-Governance. ECIL pioneered a number of products and technologies include Solid State Television, Digital Computer, Cockpit Voice Recorders, Electronic Voting Machines, Programmable Logic Controllers, Earth Station and Deep Space Network Antennas. It has close collaboration with national R&D laboratories as well as Academic Institutes and has been involved in the projects of national importance.

Electronics Corporation of India Limited is looking for dynamic, experienced and result oriented personnel for various posts purely on fixed tenure contract basis such as **Executive Officer on Contract for an initial period of One year (extendable up to 4 years including initial term depending on project requirements & satisfactory performance of the candidate)** to work for various Business verticals located in Hyderabad.

I. POSTS' SPECIFICATIONS:

S.No.	No. of Posts	Qualification	Experience	Experience Profile (Post Qualification)
1	16 (Category-1)	Any Graduation with Background in Material Management	5 Years	The candidate should have experience in materials planning, inventory control, vendor management and development, supply chain management, logistic management, procurement of capital equipment/raw materials/ consumables/ spares etc., both domestic and import, organizing and maintenance of stores with modern concept, import clearance, road and rail transportation, insurance, taxation etc.
		Any Graduation with Master degree/PGDM in Materials Management/Supply Chain Management or equivalent	3 Years	Candidates worked in Govt. organizations with prior knowledge on Govt. Procurement Procedures and familiar with procurement through GeM Portal etc., will have an added advantage

2	02 (Category-2)	Graduation in B.Tech./B.E. in Electrical/ Civil with background in Management/ concluding contract for execution of works	5 Years	<p>The candidate should have experience in Purchase activities including hosting bids in GEM, correspondence with vendors, and post bidding activities. Preparation of Technical sanction with reference to DSR, floating tenders in E-tender and CPP portal, preparation of Technical and Commercial evaluation documents, financial concurrence and other associated documents. Verification of contractor material declaration forms, measurements, measurement books, entry in GST portal for forwarding the bills to Payment works.</p> <p>Candidates worked in Govt. organizations with prior knowledge on Govt. Procurement Procedures and familiar with procurement through GeM Portal etc., will have an added advantage</p>
		Graduation in B.Tech./ B.E. in Electrical/ Civil with Master degree/PGDM in Materials Management/Supply Chain Management or equivalent	3 Years	

Category -1 (UR-6, EWS-2, OBC-4, SC-3, ST-1)

Category -2 (UR-2)

The experience should be relevant to the experience profile (post qualification) mentioned for the post-category being applied for.

II. PRIMARY CRITERIA & EMOLUMENTS:

Post	Qualifying marks	Upper Age Limit (UR)	Consolidated Emoluments
Executive Officer (Purchase) on Contract	At least 60% (aggregate)	35 yrs.	₹ 40,000/month for 1 st year ₹ 45,000/month for 2 nd year ₹ 50,000/month for 3 rd year ₹ 55,000/month for 4 th year

Alongside the mentioned consolidated emoluments, the selected candidate will be eligible for other benefits such as Reimbursement of premium paid towards Medical Insurance, Company PF, TA/DA (while on official duty) & Paid Leave as per extant rules.

III. RESERVATIONS AND RELAXATIONS:

Reservations & Relaxations for EWS/OBC (NCL)/SC/ST/PwD/Ex. SM will be as per Presidential directives.

Relaxation of Marks: Aggregate percentage in Primary Qualification of 60% is relaxed to 50% for SC/ST candidates subject to availability of such reserved posts.

Age Relaxation: 3 years for OBC, 5 years for SC/ST; Candidates belonging to PwBD category, having minimum 40% disability or more will get 10 more years relaxation in addition to the relaxation applicable to the categories mentioned above. Further, the upper age limit is relaxed by 5 years for candidates who had ordinarily been domiciled in the State of Jammu & Kashmir from 01/01/1980 to 31/12/1989.

IV. HOW TO ATTEND:

Eligible candidates may download the Application Form from our website (www.ecil.co.in) and should report at the venue with duly filled in application form & resume along with the following original certificates & a set of self-attested photocopies:

- a. 10th Class certificate or School leaving certificate as Date of birth proof;
- b. Documents in support of Qualification (Certificate & Marks sheet);
- c. CGPA to percentage conversion certificate from institution/university, if any;
- d. Experience certificates from previous employment, clearly mentioning the duration (from & to dates) and post held.
If candidate is currently in employment, a copy of Appointment Order & first and recent pay slips are to be produced without fail. Work experience indicated without supporting documents shall not be considered and is liable to be excluded while calculating the post-qualification tenure;
- e. Category certificate (EWS/OBC/SC/ST), if applying against such reserved posts; In case of OBC, (not older than a year from date of selection) with mandate mention of 'Non-Creamy Layer' clause.
Candidates with Non Creamy Layer certificate are only eligible to apply against OBC Category
- f. Identity proof (Govt. issued only; Aadhar, Passport etc.);
- g. A valid certificate with respect to Persons with Benchmark Disabilities (PwBD); Discharge certificate in case of Ex-servicemen; Relevant certificate, if claiming age relaxation as candidate from J&K; if any.
- h. **Walk-In Venue:** Corporate Learning & Development Centre, Nalanda Complex, Electronics Corporation of India Limited, TIFR Road, ECIL Post, Hyderabad 500062.

i. Walk-In date & Time:

POST	WALK-IN DATE & TIME
Executive Officer (Purchase) on Contract	20-Feb-2026, Friday, 09:00 Hrs

V. SELECTION METHOD:

- a. Candidates will be allowed only after registration and followed by successful document verification. Shortlisted candidates will be evaluated based on Personal Interview and final recommendations shall be made as per the merit (A+B+C) through following criteria.

Criteria	Weightage / Marks
A. Qualification	20% of aggregate percentage in Graduation or Post Graduation
B. Relevant experience	For 'Executive Officer (Purchase) on Contract' 30 (15 marks for initial 3 years exp. & 5 marks for each year max. up to 30 marks including initial one)
C. Personal Interview	50

- b. Apprenticeship in the relevant field (maximum of one year) is also considered as experience.
- c. Experience from Academic Institutions / Colleges / Internship / Project work shall not be considered and the same will be excluded for the purpose of calculation of Post-Qualification experience.

VI. GENERAL CONDITIONS:

- a. Cut-off date for calculation of age & post-qualification experience (and wherever applicable) is as on date of selection.
- b. Candidate should read the complete advertisement carefully and ensure that he / she has fulfilled the eligibility criteria of the post stated in the advertisement in all respects. And, candidate should apply for one category of post only, applying to multiple posts is not allowed.
- c. Candidates should ready to work anywhere in India as per the need / organization requirements.
- d. It is mandatory to the candidates who are already working with any of the units of Electronics Corporation of India Limited (on rolls) to obtain a letter from the respective Head of the Division (HoD) seeking permission to attend the selection process and need to submit the letter at the time of document verification.
- e. Document verification & subsequent personal interviews may take considerable time. Hence, candidates are advised to come prepared and make their own arrangements for stay / accommodation, if any.
- f. Registration at the venue will be from **09.00 hrs. to 11.30 hrs.** Candidates are not allowed beyond the registration time under any circumstances.
- g. Company reserves the right to alter the no. of posts or cancel the whole process of recruitment without assigning any reason.
- h. All qualifications should be from a recognized Indian University / Institution recognized by appropriate Statutory Authority.
- i. The application is liable for rejection at any stage of recruitment process in case of suppression of facts/furnishing of false information.
- j. Decision of ECIL in all matters regarding eligibility of the candidate, place of posting, stages at which such scrutiny of eligibility is to be undertaken, qualifications and other eligibility norms will be final and binding on the candidate.
- k. Any Legal proceeding in respect of any matter / claim or dispute arising out of this advertisement and / or any application in response thereto can be instituted only limited to Courts at GHMC (Kapra Circle) alone shall have exclusive jurisdiction.
- l. Canvassing in any form will result in immediate rejection of application.
- m. Only Indian nationals are eligible.

VII. CAUTION TO ALL CANDIDATES:

Some unscrupulous elements may approach you with the assurance of procuring contractual appointment for you in ECIL through illegal gratification. You must not fall prey to such assurance or exploitation and must not entertain or encourage such elements in any way; it is emphasized and reassured that the selection exercise will be done on the basis of merit only and in a transparent manner.

Please Note: Corrigendum, if any shall be published only on our official website.

Sd/-
DGM (HR), Recruitment.
