



THE FERTILISERS AND CHEMICALS TRAVANCORE LTD.
a schedule 'A' multi-divisional Central PSU

Requires
Management Trainees (Technical) and Officer(Sales)

Recruitment Notification no. : DGM-HR-MT/SO –2016 dated **30.8.2016**

FACT Ltd., a multi-divisional Central PSE ,and a pioneer in the manufacture of Fertilisers and Chemicals, with activities spread over Manufacturing, Engineering ,Design and Consultancy , Fabrication etc., invites applications from eligible candidates for Management Trainees in the disciplines of Chemical, Mechanical, Instrumentation, Civil and Fire&Safety Engineering , and for Officer(Sales). The details regarding number of posts, Qualification requirements etc. are as follows :

Sl.no.	Discipline/Name of the post	Number of vacancies	Reservation #	Requisite Qualification & Experience
MANAGEMENT TRAINEE				
1	Chemical *	8	6 UR , 2 ST	Bachelor Degree in Engineering in Chemical /Petrochemical / Chemical Technology / Petrochemical Technology/Petrochemical Refining & Petrochemical Engg./ Polymer Technology
2	Mechanical *	4	2UR,1 SC,1 OBC(NCL)	Bachelor Degree in Engineering in Mechanical /Production/ Manufacturing Engg./Manufacturing Science & Engg.
3	Instrumentation *	3	2 UR , 1 SC	Bachelor Degree in Engineering in Instrumentation / Instrumentation & Control / Electronics & Instrumentation / Electrical & Instrumentation
4	Civil *	5	3 UR,1 ST,1 OBC(NCL)	Bachelor Degree in Engineering in Civil
5	Fire and Safety	2	2 UR	Bachelor Degree in Engineering in Fire and Safety.

Marketing				
6	Officer(Sales) *	8	4 UR,4 OBC(NCL)	BSc Agriculture from a recognized University/Institute. Candidates shall have working knowledge of at least one of the languages viz. Malayalam, Tamil, Telugu, Kannada, in addition to English.

* Four out of the 28 posts in Serial number 1 to 4 and 6 are reserved for PWD (Persons With Disability, 40% and above) under OH (Orthopaedically handicapped)/VH-LV(Visually Handicapped-Low Vision)/HH(Hearing Handicapped). Management Trainee(Fire&Safety) is not identified for PWD.

- Reservation eligibility of candidates shall be as per applicable rules and based on documents evidencing the same.

UR-Unreserved; SC-Scheduled Caste; ST-Scheduled Tribe; OBC-(NCL) Other Backward Community(Non-Creamy Layer).

1. **Essential Qualification:**

- 1.1 Minimum essential educational qualifications required for each Post shall be as indicated above against each post. Engineering Degree (in the case of categories 1 to 5) can be B.E. / B.Tech. / B.Sc. Engg. Candidates having 5 years B.E / B. Tech. + M.E / M. Tech. integrated dual degree in engineering in the relevant discipline shall also be considered in the case of posts under Serial no.1 to 5.
- 1.2 Only Full time Regular courses will be considered. This shall include School examinations (Class X and XII), and the qualifying degree as specified under the qualifications column in Table above.
- 1.3 All qualifications must be from UGC recognized Indian University / UGC recognized Indian Deemed University or AICTE approved courses from Autonomous Indian Institutions / concerned statutory council (wherever applicable).

1.4 **Percentage of Marks**

- 1.4.1 Minimum 60% marks in aggregate in the qualifying examinations for Serial no.1 to 6. (Relaxations as per para 2 below)
- 1.4.2 Minimum percentage of marks in the essential qualification as indicated above shall be aggregate of all semesters/years to be calculated taking average of all semesters/years, irrespective of the weightages given to any particular semester/year by the Institute/University.

- 1.4.3 Wherever CGPA/OGPA or letter grade in a Degree is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/Institutes(norms to be produced when called for).
- 1.5 Candidates awaiting results of qualifying examination for posts may also apply, if they have secured the required qualifying percentage in aggregate up to the last semester examination at the time of applying. However, they should produce the mark list of all the semesters / years of the course, with the required qualifying percentage, at the time of interview & Group Discussion or by 30th September 2016 whichever is later, failing which their candidature will not be considered, even if they clear the written test.
- 1.6 Employees of the Company who have the required qualifications may apply, as per Company's internal notification.
- 2.0 **RELAXATION IN MINIMUM PERCENTAGE OF MARKS IN EDUCATIONAL QUALIFICATIONS :**
- 2.1 Relaxed minimum percentage of marks in educational qualification in respect of SC, ST and PWD candidates is 50 %.
- 2.2 Eligibility of candidates for relaxation in marks shall be based on documents evidencing the same.
- 3.0 **AGE LIMIT & RELAXATION IN UPPER AGE LIMIT:**
- 3.1 The upper Age Limit is **26 years** as on **01.08.2016** for the posts of Management Trainees and Officer(Sales). Candidate should be born on or after 1.8.1990.
- 3.2 The upper age limit is relaxable by 2 years for post graduates (Full time Regular post-graduate degree) in the respective discipline. Further relaxation in age by 5 years for SC/ST candidates and 3 years for OBC (Non-Creamy Layer) candidates is applicable. Age is relaxable by 10 years for PWD-General, 15 years for PWD-SC/ST and 13 years for PWD-OBC (NCL) candidates. Ex-servicemen will be eligible for age relaxation upto maximum 5 years as per rules in this regard.
- 4.0 **Application fee:** ₹ 1,000/- (excluding bank charges)for Unreserved and OBC (creamy and non-creamy layer) candidates. SC/ST/ PWD candidates are exempted from application fee subject to furnishing documents in proof of eligibility for exemption along with the application.
- 5.0 **Method of Selection:**
- 5.1 Selection will be made based on Online test, Group discussion and Interview.
- 5.2 On the basis of details given in the application, all eligible candidates will be called for an online test (Computer based test) on **date that will be**

- notified in our website.** The test is proposed to be held at New Delhi, Hyderabad, Chennai and Kochi. The Company reserves the right to cancel any of the centres if sufficient number of candidates are not available in that centre and in that event candidates will be directed to take the examination at any of the other centres.
- 5.3 The test will consist of 2 parts. Part 1–Management Aptitude consisting of Aptitude, General English and General Knowledge and Part 2–Technical Aptitude / subject knowledge in the respective discipline. The questions will be multiple-choice, objective type and prepared in English and Hindi. Negative marks will be applicable for wrong answers. Based on the test score, candidates not less than five times the number of vacancies in each discipline will be called for group discussion and personal interview at Kochi, in the order of merit.
- 5.4 At the time of Group Discussion and Interview, candidates will have to produce originals of the documents/ certificates to prove Qualification, Age, Caste, Disability etc. Candidates found to be not meeting the eligibility criteria as declared in the online application, on verification of the original documents/ certificates will not be allowed to attend the Group Discussion/Interview.
- 5.5 SC/ST/PWD candidates called for group discussion and interview, who meet the eligibility criteria on verification of the original documents/ certificates, will be paid (through their bank account), 2nd class to and fro railway fare in the shortest route as per rules, on production of documentary proof of expense.
- 6.0 **Emoluments:**
- 6.1 **Management Trainee (Serial 1 to 5):**
- 6.1.1 Candidates selected will be offered appointment as Management Trainee. On successful completion of training of 1 year, and further assessment, they will be posted as Assistant Manager (Designate) on the job, with responsibilities for specific functions. On successful completion of 1 year as Assistant Manager (Designate) and further assessment, they will be posted as Assistant Manager.
- 6.1.2 Stipend: Appointed Management Trainees will be paid a consolidated pay of ₹ 30,000/- per month. On posting as Assistant Manager (Designate), they will be paid consolidated pay of ₹ 35,000/- per month.
- 6.1.3 Absorption: On successful completion of training of 1 year as Management Trainee and further satisfactory completion of 1 year as Assistant Manager (Designate), subject to performance assessment, they will be absorbed and posted in the Managerial cadre in E2 grade of pay (₹ 20600 - 46500) as Assistant Manager, at the minimum of the scale. At the minimum of the scale E2, the total of Basic+DA+HRA for an Assistant Manager will be around ₹ 48,000/- p.m. at the current rates. They will be eligible for Provident Fund, perks like medical reimbursement, accommodation in township, local travel allowance for those maintaining vehicles / transport

subsidy, subsidized meals, etc. as per rules. Cost to the Company(CTC) at current rates is ₹ 6.80 lakhs approximately.

6.2 Officer (Sales) (Serial No.6):

6.2.1 Appointment will be in the minimum of E0 grade of ₹ 12600-32500, as Officer (Sales), on probation for a period of six months. At the minimum of the scale E0, the total of Basic+DA+HRA for an Officer will be around ₹ 29,500/- p.m. at the current rates. They will be eligible for Provident Fund, other perks like medical reimbursement, accommodation in township, local travel allowance for those maintaining vehicles / transport subsidy, subsidized meals, etc.as per rules. Cost to the Company(CTC) at current rates is ₹ 4.30 lakhs approximately.

6.2.2 On successful completion of probation of six months and subject to performance assessment, he/she will be confirmed in the same grade as Officer (Sales).

6.3 All the above benefits will be governed by the policy of the Company in force and as amended from time to time.

7.0 PLACEMENT / ASSIGNMENTS:

During the Training/ Probation period and/or after absorption, the candidates are liable to serve anywhere in India or abroad as per the Company's requirement. They may be posted at any of the installations/ projects/ offices, etc. of FACT Limited or any of the subsidiaries/ Joint Ventures of FACT Limited or deputed to any Department of Govt. of India/ other PSUs/Business partners, etc. as per requirement of the Company. The selected candidates may be assigned jobs/functions/assignments as per the business requirements of the company including shift operations.

8.0 SERVICE AGREEMENT BOND

Selected candidates will have to execute a bond to serve the Company for a minimum period of 5 years including training or to pay as compensation to the Company the amounts as mentioned below. Candidates will have to furnish a surety bond for equivalent amount, to be executed by solvent parents/guardian/reliable surety. The bond shall be backed by Fixed Deposit Receipt from nationalized/scheduled bank or NSC for the corresponding amount in the name of the candidate or surety, valid till end of the bond period, with lien marked to FACT. In the event of a Trainee/Employee under Bond obligation to serve the company for 5 years would like to leave, the liquidated damages as per the above amounts shall be recovered.

Post:	Bond amount for a period of 5 years from joining	
	All General and OBC candidates	All SC/ST candidates
Management Trainee	₹ 1,50,000	₹ 75,000
Officer(Sales)	₹ 1,00,000	₹ 50,000

9.0 HEALTH/MEDICAL FITNESS:

- 9.1 Appointment to the posts of Management Trainee and Officer (Sales) will be subject to the candidate being medically fit as per the Standards prescribed for the post by the Company.
- 9.2 Every candidate offered appointment to the post of Management Trainee and Officer(Sales) in the Company shall be required to obtain medical fitness certificate before being considered for appointment to the Services of the Company. The opinion of the Medical Officer authorized by the Company in this regard shall be final.

10.0 How to apply

- 10.1 Application should be submitted in “on-line” mode only. Applications received otherwise will not be considered.
- 10.2 Candidates should visit FACT’s website www.fact.co.in , read the notification and instructions given therein. , and open the link for filling the Online Application. Detailed instructions given in the link for submitting online applications shall be followed. Helpline will be available for telephonic support if required in the online process.
- 10.3 Application fee applicable for Unreserved and OBC (creamy layer and non-creamy layer) candidates shall be remitted through electronic fund transfer, as instructed in the link. Any charges for effecting online payment shall be borne by the candidate. Applications from Unreserved and OBC candidates without the requisite fee will not be entertained.
- 10.4.1 SC/ST/OBC-NCL/PWD Candidates should upload scanned copy of their caste/community/disability certificate as the case may be, in English, Hindi or Malayalam, at the appropriate place prompted by the system. In case the certificates are not in English , Hindi or Malayalam, a self-certified translation of the same shall also be scanned and uploaded. OBC(NCL) candidates shall upload a scanned copy of self-declaration in English in the format attached in this website, in addition to the caste/community certificate evidencing OBC-NCL status. Ex-servicemen availing relaxation shall upload copy of service book.
- 10.4.2 OBC candidates who belong to “CREAMY LAYER” are not entitled for OBC concession and such candidates have to indicate their category as “General”.
- 10.4.3 Once the Category (Unreserved/SC/ST/OBC-NCL/PWD) has been declared in the application, relaxation/concession applicable for any other category will not be admissible later on.
- 10.5 All candidates should upload their photograph and signature at the appropriate place when prompted by the system. The online application

will not be registered unless the candidate's photo and signature are uploaded as per instructions.

- 10.6 Once all the details are entered and the documents uploaded, and the candidate gets the prompt that application has been submitted successfully, he/she will be permitted to take print-out of the submitted application. Email /SMS will be sent to the applicants regarding the status of the application.
- 10.7 Candidates should keep at least 6 copies of the photograph used for the online application, till the end of the selection process. Candidates shall use the same photograph wherever required in this selection process.
11. One candidate shall apply for any one of the notified posts only.
12. **Candidates may ascertain their eligibility before applying and remitting the application fee. Fee once remitted will not be refunded.**
13. Last date for submitting application is **20.9.2016**.
14. Applications submitted online through the website of The Fertilisers and Chemicals Travancore Ltd., Udyogamandal www.fact.co.in only will be considered.

15.0 **OTHER TERMS & CONDITIONS AND GENERAL INSTRUCTIONS:**

- 15.1 Candidates should possess a valid e-mail ID. Candidates are advised to keep the e-mail ID (to be entered compulsorily in the online application form) active for at least one year. No change in the e-mail ID given in the online application will be allowed once application is submitted online. All future correspondence with candidates shall be done through the email ID given in the online application only. Responsibility of receiving, downloading and printing of notifications, information/ communication etc. will be of the candidate. The company will not be responsible for any loss of e-mail sent, due to invalid / wrong e-mail ID provided by the candidate or for delay/non-receipt of information if a candidate fails to access his mail or Company website in time.
- 15.2 Once online application is submitted, requests for change of address/ e-mail ID/ category/ discipline / examination center etc. will not be entertained.
- 15.3 Relaxations / Reservations are applicable as per Government Directives. In the case of candidates under the reserved category shortlisted after Group discussion/Interview, Caste / Community certificate as per the respective formats prescribed by the Government (appended in this website for reference) shall be submitted to the Company in original before joining, failing which candidature is liable to be rejected. Please note that the Caste / Community certificate shall be issued by competent authority not below the rank of Tahsildar. The OBC (Non-Creamy Layer) Certificate furnished before joining, shall be one issued after the date of appointment order.

- 15.4 Candidates presently employed in Central/State Govt. / PSUs / Autonomous bodies must produce No Objection Certificate (NOC) at the time of Group Discussions/ Interview from their present employer, if they qualify for Group Discussions/ Interview. Candidates may take the requisite approvals from the employer before submitting application, so as to ensure that NOC can be produced at the time of Group Discussions / Interview. In case the candidate fails to produce the NOC from his/her present employer at the time of Group Discussions / Interview, his/her candidature will be cancelled.
- 15.5 Candidates currently employed shall furnish release letter including conduct certificate from the present employer before being allowed to join.
- 15.6 The Company reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
- 15.7 Eligibility for calling for test will be based on the details furnished in the on-line application and declarations/documents uploaded by the applicant. The candidates are required to submit originals of the certificates related to qualification, age, caste/ community/PWD etc. at the time of Group Discussion/Interview. The documents submitted with the application will be verified against original certificates produced at the time of the group discussion and interview. Those who do not meet the requirements as to age, qualification, eligibility etc. on verification of the original certificates, will not be considered for selection and no TA will be paid to them even though they qualify in the written test.
- 15.8 Appearing for Online test , Group Discussion and Interview will not confer any right on the applicant for selection. The Company reserves the right to debar/disqualify any candidate at any stage of selection proceedings for any reason whatsoever.
- 15.9 Candidates who had resigned/terminated from FACT are not eligible.
- 15.10 Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- 15.11 All appointments are subject to verification of antecedents.
- 15.12 Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Kochi Court only.
- 16.0 **Hall Tickets and id proof**
- 16.1 Hall Tickets will be generated online and eligible candidates shall download their Hall Tickets from our website as per instructions, **between dates that will be notified in our website.** Candidates shall carry the Hall Ticket (with photograph and signature) and one of the following valid photo identification card in original viz. Electoral id, Passport, Aadhar card, Drivers license, while reporting for the Online test. Candidates reporting

without the downloaded hall ticket and id proof as specified above shall not be allowed to take the test.

- 16.2 While reporting for the Interview & Group discussion, valid photo identification card in original (Electoral id, Passport, Aadhar card, Drivers license) shall be produced and a copy shall be submitted.
- 17.0 Any further notifications including any corrigenda regarding this recruitment will be published in our website www.fact.co.in only and will not be published in newspapers. Candidates are required to check our website and candidate's email/SMS regularly to obtain updates on this selection process like any amendments, notifications, instructions to candidates, dates for downloading of hall tickets , date of written test, Group discussion/Interview, and any other notifications regarding this recruitment.

DEPUTY GENERAL MANAGER (HR)
The Fertilisers and Chemicals Travancore Ltd.

Udyogamandal,
30.8.2016