



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

Requires

Assistant Medical Superintendent and Medical Officer

Recruitment Notification no.: DGM-HR-AMS/MO-2017 dated 12.07.2017

1. FACT Ltd., a multi-divisional Central Public Sector Company, 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 **Assistant Medical Superintendent and Medical Officer**

- 2.1 The details regarding number of posts, Qualification requirements etc. are as follows :

| Post & Grade | Number of posts | Essential Qualification | Experience as on 01.07.2017 |
|---|----------------------|--|--|
| Assistant Medical Superintendent Scale of pay - ` 29100-54500 (E4) | 1 Un-reserved | (i) MBBS with Registration under the Indian Medical Council/State Medical Council (ii) Certificate of Training in Industrial Health of minimum 3 months duration recognised by the State Government or Diploma in Industrial Health or equivalent * | Minimum 9 years post qualification (MBBS) experience** in Industrial Establishments/ Hospitals |
| Medical Officer Scale of pay - ` 20600-46500 (E2) | 1 Un-reserved | (i) MBBS with Registration under the Indian Medical Council/State Medical Council (ii) Certificate of Training in Industrial Health of minimum 3 months duration recognised by the State Government or Diploma in Industrial Health or equivalent * | Minimum 1 year post qualification (MBBS) experience** in Industrial Establishments/ Hospitals |

* In the absence of sufficient suitable candidates with the prescribed qualification at (ii) above, Management reserves the right to consider candidates without the same, provided he/she undertakes to acquire the

qualification when the Management so nominates him/her for the course. In such cases, grant of annual increments in the scale of pay will be subject to acquiring the qualification

** Possession of 3 year Post graduate degree / 2 or 3 year Post graduate Diploma, recognised by the Indian Medical Council/ State Medical Council shall be considered as experience to the extent of duration of the course.

In the absence of sufficient suitable candidates for either of the posts, the Company reserves the right to recruit both the officers as Assistant Medical Superintendent (E4) or as Medical Officers (E2) subject to meeting prescribed specifications for the respective posts.

2.2 **Upper Age limit :**

Assistant Medical Superintendent : 45 years as on 01.07.2017. ie., should be born on or after 01.07.1972.

Medical Officer : 35 years as on 01.07.2017. ie., should be born on or after 01.07.1982.

Relaxable as per rules. Relaxation upto 10 years for PWD (OH) candidates , based on documents evidencing the same. As posts are not reserved for SC/ST, age relaxation will not be applicable for SC/ST candidates. SC/ST candidates may apply without availing age relaxation. Age relaxation to ex-servicemen as per rules based on documents in proof.

2.3 Candidates who had taken voluntary retirement/resigned/terminated from FACT are not eligible.

3.1 On appointment, the incumbent shall be posted as Assistant Medical Superintendent in Salary Group IV in the scale of pay ` 29100-54500 (E4) / Medical Officer in Salary Group II in the Scale of pay - ` 20600-46500 (E2), at the minimum of the respective scales, on probation for 6 months. At the minimum basic pay of E4 scale, total emoluments of Basic pay + DA + HRA at current rates will be around ` 66100/- per month and in E2 scale, ` 46,900/- per month .

3.2 The Company reserves the right to consider appointment of suitable candidates with more than the prescribed experience, on a higher start in the prescribed scale of pay. In such cases, the candidate shall be fixed with higher basic in the respective scale by granting additional 3% of the minimum of the scale for every completed year of additional experience over the prescribed experience of 9 years / 1 year (limited to a maximum of 10 years/ 8 years) in the case of Assistant Medical Superintendent/ Medical Officer respectively.

- 3.3 However, protection of pay to the extent of basic pay (including personal pay due to stagnation) + DA shall be considered for candidates currently working on permanent rolls in Public sector firms, Institutes under the Government, Government departments etc.
- 3.4 Besides Basic pay, the post carries DA, HRA, PF, Gratuity, Membership in Contributory Health scheme and other benefits as per company rules. The benefits will be governed by the policy of the Company in force and as amended from time to time
- 3.5. Confirmation will be after satisfactory completion of the probation period and subject to verification of antecedents.
4. Candidates are liable to serve anywhere in India or abroad as per the Company's requirement.
5. Selection shall be based on Interview of eligible applicants at Udyogamandal, Kochi, Kerala.
- 6.0 **How to apply:**
- 6.1 Interested candidates may submit their duly filled application in the prescribed form available at our web-site www.fact.co.in, attached here to. Candidates may read the "Notes for Application" attached with the Application Form for compliance and for details on various aspects.
- 6.2 The candidate's passport size photograph shall be firmly affixed in the space provided on the downloaded application form.
- 6.3 Candidates should keep at least 6 copies of the photograph used for the application, till the end of the selection process. Candidates shall use the same photograph wherever required in this selection process.
- 6.4 An application fee of `1000/- in the form of non-refundable Demand Draft drawn in favour of The Fertilisers And Chemicals Travancore Ltd, payable at Udyogamandal (State Bank of India, Dena Bank, Bank of India) should be attached along with the application. The candidate's full name, post applied for and Advertisement Number shall be written on the reverse of the DD. SC/ST/PWD candidates are exempted from payment of application fee, subject to furnishing relevant documents to prove eligibility for exemption (Copy of valid Caste certificate in the case of SC/ST candidates and Disability certificate issued by competent authority in the case of PWD). **Candidates may ascertain their eligibility before applying and remitting the application fee. Fee once remitted will not be refunded.**

- 6.5 Application shall be accompanied by self-attested copies of certificates to prove age, qualification, experience etc., and caste/community, disability certificate etc. wherever applicable. Originals of all documents shall be furnished when appearing for the Interview, for verification.
- 6.6 Caste /Community certificate shall be issued by competent authority not below the rank of Tahsildar, as per the respective formats attached. Disability certificate shall be issued by Competent Authority as per rules in this regard. Please see "Notes for Application" attached with the Application Form.
- 6.7 The duly filled, downloaded application, with required attachments shall be submitted to the Assistant General Manager (HR), Human Resources Department, FEDO Building, FACT Ltd., Udyogamandal, Kerala. PIN 683 501 on or before the due date specified below. Incomplete applications are liable to be rejected.
- 6.8 Envelopes containing application form should be superscribed with **"Application for the post of Assistant Medical Superintendent / Medical Officer-FACT 2017"**.
- 6.9 Candidates should possess a valid e-mail ID. Candidates are advised to keep the e-mail ID (to be entered compulsorily in the application form) active for at least one year. All future correspondence with candidates shall be done through the email ID given in the application. 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.
- 6.10 Candidates presently employed in Central/State Govt. / PSUs / Autonomous bodies of Govt. must produce No Objection Certificate (NOC) from their present employer when reporting for Interview. Candidates may take the requisite approvals from the employer before submitting application, so as to ensure that NOC can be produced when reporting for Interview. Candidature is liable to be cancelled if such candidates fail to produce NOC when reporting for Interview.
- 6.11 Candidates shall have to furnish release letter including conduct certificate from the previous employer before being allowed to join.
- 6.12 Candidates may apply for both posts if they choose to do so, if they are eligible for both the posts. This shall be indicated in the appropriate column in the application form. Only `1000/- shall be paid as application fee by candidates applying for both posts.
- 6.13 Last date for receipt of application is **26.07.2017**

7.0 **Other terms:**

- 7.1 On the basis of the details / documents given in the application, candidates will be called for interview to be held at FACT ,Udyogamandal,Kochi. Candidates will be informed, the date and venue of interview by E-mail/on our web site.
- 7.2 While reporting for the Interview, valid photo identification card in original (Electoral id, Passport, Aadhar card, Drivers license) shall be produced and a self-attested copy shall be submitted.
- 7.3 SC/ST/PWD candidates called for interview, who meet the eligibility criteria on verification of the original documents/ certificates, shall be paid (through their bank account), 2nd class to and fro railway fare in the shortest route from place of residence/work as per address given in the application form, as per rules, on production of documentary proof of expense.
- 7.4 Meeting the eligibility criteria and/or appearing for interview will not confer any right on the applicant for selection. FACT reserves the right to debar/disqualify any candidate at any stage of selection proceedings for any reason whatsoever. The Company's decision shall be final in this regard.
- 7.5 Candidature of an applicant is liable to be rejected at any stage of recruitment process or after joining, if any information provided by the candidate is false or is not found to be in conformity with eligibility criteria mentioned in the notification.
- 7.6 The decision of FACT about the mode of selection, number of Posts, eligibility condition,shortlisting of candidates etc., shall be final and binding. No correspondence will be entertained in this regard. The Company reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
- 7.7 Appointment will be subject to the candidate being medically fit. Every candidate who is offered appointment 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.
- 7.8 All appointments are subject to verification of antecedents.
8. Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.

9. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of Kochi Court only.
10. 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 regularly to obtain updates on this selection process like any amendments, notifications, instructions to candidates, date of Interview, and any other notifications regarding this recruitment.

For any clarifications in this regard please contact us at 0484-2568830 / 2568733/ 2545810

DEPUTY GENERAL MANAGER (HR)

Udyogamandal

12.07.2017

APPLICATION FORM



| | | | | |
|--|---|------------------------|-------------|---|
| Post applied for (Tick the applicable box) | Assistant Medical Superintendent | Medical Officer | Both | 7 <u>AFFIX RECENT PASSPORT SIZE PHOTOGRAPH</u> |
| Name | | | | |
| Father's name | | | | |
| Date of Birth(Attach proof) | | | | |
| Address for communication with PIN code: | | | | |
| Phone No. | Land line with STD code | | | |
| | Mobile.No. | | | |
| E Mail.ID. | | | | |

| | | | | |
|--|--------|---|--|--|
| Whether PWD.If yes, details on type and extent | Gender | (Please write the category).Attach certificate if SC/ST/OBC-NCL | | |
| | | Category to which belonging(SC,ST,OBC-NCL,or Gen): | | |

| | | |
|--|-----|----|
| Whether ex-serviceman eligible for age relaxation as per Govt.rules (tick) | YES | NO |
|--|-----|----|

| | | | |
|----------------------------------|--------------|-------------|-------------|
| Details of DD | DD No.,date: | Issuing Br. | Payable at: |
| If selected , when can you join? | | | |

| Educational qualifications | Copies of qualification enclosed(tick): | | Std/Course/Certification | Percentage of marks | Board/University/ Institute |
|--|---|----|--------------------------|---------------------|-----------------------------|
| | Yes | No | | | |
| Name of school/Institution | From | To | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Certificate of Training in Industrial Health or Diploma in Industrial Health or equivalent | | | | | |

| | | | | | |
|--|--|--|--|--|--|
| Registration under the Indian Medical Council/State Medical Council (Give Details) | | | | | |
|--|--|--|--|--|--|

| Experience (use additional sheets if required) | Copies of Experience Certificate enclosed(tick) | | Nature of Duties (may use additional sheets) | Total Experience | Scale of pay |
|--|---|----|--|------------------|--------------|
| | Yes | No | | | |
| Post held & Name of Organization | From | To | | | |
| | | | | | |

Declaration

I hereby declare that the details given above are true and complete to the best of my knowledge and belief. I understand that suppression of any facts and declaration of false information in the application will entail disqualification for appointment.

| | |
|--------|------------------------------|
| Place: | (Signature of the candidate) |
| Date: | |

Please see "Notes for Application" attached

NOTES FOR APPLICATION:

1. Applications shall be accompanied by attested copies of documents to prove:
 - Date of birth - school leaving certificate or birth certificate
 - Educational qualifications – copies of degree certificates and mark lists of each
 - Experience – Experience Certificates from previous employer/s, stating type of firm , areas of experience and duration of experience. It shall also contain conduct certification. Certificates shall be in either English or Hindi.
 - Category to which belonging – Caste/Community certificates for SC,ST, OBC (Non-creamy layer) as the case may be in the prescribed format, disability certificate issued by a Government Medical Board in the case of PWD candidates (Degree of disability 40% and above).
 - If age relaxation applicable to ex-servicemen as per Government rules is to be availed, the requisite certificate should be produced.
2. Category (SC/ST/OBC-NCL/PWD/GEN) once filled in the application form will not be changed and no benefit of other category will be admissible later on.
3. Relaxations / Reservations are applicable as per Government Directives.
4. Candidates shall use copies of the same photograph affixed on the application form, for further requirements in this selection process.
5. The relevant work experience stipulated for the post would be reckoned as on 1.7.2017.
6. All future correspondence with candidates shall be done through the email ID given in the application only. The Company will not be responsible for any loss of e-mail sent, due to invalid / wrong e-mail ID provided by the candidate. Applicants shall check our website regularly for updates, amendments, other notifications etc. These will not be published in newspapers.
7. Eligibility for calling for interview will be based on the details furnished in the application and declaration made by the applicant. The certificates submitted by the candidates will be verified against original certificates produced at the time of the interview. Those who do not meet the requirements as to age, qualification, eligibility experience, etc. on verification of the original certificates, will not be considered for selection and no reimbursement of travel fare will be made to them .
