



BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED
(A Government of India Undertaking)

Corporate Office, Namrup,
P.O. Parbatpur, Dist. Dibrugarh, Assam: PIN-786623
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Brahmaputra Valley Fertilizer Corporation Limited (BVFCL) emerged as a new Company in the year 2002, after de-merger from Hindustan Fertilizer Corporation Ltd. It is the first factory of its kind to use associated natural gas as basic raw material for producing nitrogenous fertilizer. The production Units of the Corporation situated at Namrup, Assam have been revamped and modernized recently. BVFCL have two Ammonia and two Urea plants in operation with total production capacity of 5.55 lakhs MT of Urea per annum.

The Company is looking for young and energetic Engineers and Professionals to be inducted as Management Trainees in the following disciplines :

Code No.	Discipline	Essential Qualification	No. of Posts and reservation
1	Chemical	Full time BE / B.Tech in Chemical Engineering	15 posts-(UR-5, SC-3, ST-2, OBC-5)
2	Mechanical	Full time BE/B.Tech in Mechanical Engineering	5 posts- (UR -4, ST-1)
3	Electrical	Full time BE/B.Tech in Electrical Engineering	5 posts – (UR- 3, SC-1, OBC-1)
4	Instrumentation	Full time BE/B.Tech in Instrumentation OR Electronics Engineering	5 posts- (UR-3, SC- 1, OBC-1)
5	Civil	Full time BE/B.Tech in Civil Engineering	2 posts-(UR-1, OBC-1)
6	Materials Management **	Full time Degree in Engineering or Two year full time MBA/ P.G Diploma with specialization in Materials Management.	4 posts- (UR-3, SC-1)
7	Finance & Accounts**	Graduate with CA/ICWA *	7 posts (UR-3, SC-1, ST-1, OBC-2)
8	Personnel & Administration **	Two year full time P.G. degree or diploma in PM&IR/HRM/ Labour & Social Works/ MBA with specialisation in PM &IR /HRM.	2 posts (UR-1, SC-1)
9	Legal**	Full time regular BL or L.L.B. degree with minimum 02 years experience of legal practice.***	1 post (UR-1)

Note: The number of vacancies are subject to change, if required.

** Against the vacancy in Pers & Admn /Fin & Accts/ MM/ Legal, PWD candidates in the category of Orthopaedically Handicapped(OH), Partially Blind(PB) and Partially Deaf (PD) may also apply.

1.0 Age requirement :

Maximum age limit 30 years as on 01.01.2015, relaxable by 5 years for SC/ST categories, 3 years for OBC (Non-creamy layer) and 10 years for PH-General, 13 years for PH-OBC and 15 years for PH-SC categories.

2.0 Eligibility:

Candidates must possess essential qualifications of BE/ B.Tech / PG degree / PGDM / MBA with 60% marks (55% marks for SC/ST/PH candidates) in respective discipline from UGC/AIU recognized University/Deemed University or AICTE approved Autonomous Institution.

* **For Finance & Accounts discipline:** Candidate should successfully pass CA/ICWA (Final) from the Institute of Chartered Accountants of India or Institute of Cost Accountants of India.

*** **For Legal discipline:** Candidates should successfully pass Bachelor's degree in Law (BL or LL.B) from colleges approved by Bar Council of India.

Wherever CGPA/OGPA or letter grade in a degree is awarded; equivalent percentage of marks should be indicated in the online application form as per norms adopted by the University/ Institution. The candidate will have to produce a copy of these norms with respect to his/her University/Institute at the time of Interview.

3.0 Reservation:

Reservation of post /relaxation in age etc. for SC/ST/OBC (non -creamy layer)/PH candidate shall be as per the Government of India directives.

Candidates belonging to **SC/ST** are required to submit attested copies of their valid caste/tribe certificates in the **prescribed format** issued by the Competent Authority.

The **OBC (Non-creamy layer)** candidates shall have to submit the requisite caste certificate in the **prescribed format**, issued **not before 01.10.2014**, by the Competent authority. OBC candidates not submitting the '**non-creamy layer**' certificate, will not be entitled for relaxation/concession and such candidates will have to indicate their category as "General".

Additionally OBC (Non-creamy layer) candidates are also required to submit **self undertaking in prescribed format** that they belong to OBC (Non Creamy Layer).

For claiming the benefit of **Physically Handicapped**, the candidates should produce Medical Certificate in **prescribed format** issued by a Medical Board attached to the special Employment Exchange/Vocational Rehabilitation Centre for PH or Head of concerned Department of a Government Civil Hospital satisfying the prescribed disability criteria .

Category (SC/ST/OBC(NC)/ PH), once entered in the on-line application form (registration slip) will not be allowed to be changed later on.

4.0 Selection Procedure:

Eligible candidates will be required to appear in the All India Selection Test at their own expenses in the test Centre opted for in any of the five locations as mentioned below. Only the candidates shortlisted on the basis of their performance in the written test will be called for interview and will be paid Second Class/Sleeper Class to and fro Rail/Bus fare by the shortest route (from the mailing address) for attending the interview on production of proof of travel.

Code	Center
01	Chennai
02	Delhi
03	Guwahati
04	Kolkata
05	Mumbai

Candidates will have to choose one test centre from the above list and mention it along with the code in the on-line application form. Change of test centre at later stage is not permissible.

However, for administrative reasons, BVFCL reserves right to cancel or add any test center or change the center chosen by the candidate.

5.0 About the Test:

The written test shall be of three (03) hours duration comprising of two parts. Part I - will be on Reasoning, General English and General Awareness which shall be common for all disciplines and Part II- will be on technical/professional knowledge in the relevant discipline for which the candidate applies.

Candidates are advised to visit our website: www.bvfcl.com from time to time for all the necessary information like Test date, Roll No: Venue, etc.

6.0 Period of Training, Stipend and facilities:

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| a) Period of training | 1 (one) year. |
| b) Stipend | Consolidated pay equivalent to 75% of pay (Basic + DA) per month. in the scale of Rs.8600-250-14600/-(Pre-revised). Balance 25% of pay (Basic +DA) shall be released in four quarterly installments, on successful completion of one year training. |
| c) Facilities | Free hostel accommodation will be provided to the trainees during their training period. Free medical facilities for self only. |

7.0 Absorption :

On successful completion of one year training, candidates will be absorbed as Asstt. Engineer & equivalent (E1 level) in respective discipline, in the scale of Rs.8600 -250-14600/- plus other allowances and perks as prescribed from time to time. Besides these, benefits like-Provident Fund, Gratuity, Employees' Pension Scheme'95, Group Insurance Scheme of LIC in lieu of EDLI, Group Personal Accident Insurance, Medical benefits to self and dependents as per rules of the Company, will be available to them.

8.0 Bond and Service Agreement :

The selected candidates will be required to execute a service agreement and Surety Bond of Rs.1,00,000/- (Rs.25,000/- for SC/ST candidate) to successfully complete the training and thereafter to serve the Corporation for a minimum period of three years.

9.0 Medical Examination:

Before joining service, the selected candidates will have to undergo medical examination by the Corporation's Medical Officer at BVFC Hospital at Namrup for their fitness to join training.

10.0 Application Fee/ Processing Fee: (Non-refundable)

Candidates will be required to deposit application fee of Rs.500/- only for General & OBC and processing fee of Rs 100/- for SC/ST/PWD through Bank challan / on-line payment.

The format of bank challan should be downloaded from the website. The system generated Bank Challan (with registration number) is in triplicate (1st copy – Bank copy, 2nd copy – Applicant's Copy & 3rd copy - BVFCL copy). Candidates are required to take a print out of this system generated Bank Challan and deposit the requisite Application/ Processing Fee in any branch of State Bank of India (SBI). On receipt of the Application/ Processing Fee, the SBI branch will mention a unique Journal Number, Branch Code and Date of Receipt on the Bank Challan. Candidates are required to ensure that these Bank Challan contain i) SBI Journal number ii) Branch Code iii) Date of Receipt. Candidates are also required to collect the "2nd copy - Applicant's copy" and "3rd copy – BVFCL Copy" from the Bank. The Branch Code and Journal Number of Bank Challan must be filled in the on -line Application Form

(registration slip). Candidates will enclose the 3rd copy i.e. BVFCL copy along with the hard copy of the Application Form (registration slip) to be sent by post.

Candidates making payment Online through (Net Banking, Debit Card or Credit Card) should note that if candidates get the registration slip it means his/her payment is successful and they can take print out of his/her Registration Slip. If Candidate are not able to receive /view their Registration slip, it means his/her payment is failed due to some reason and this amount will be refunded to candidate within 7 Working days and Candidate need to make the payment again to confirm his/her candidature .

Candidates need to bear a small extra amount over and above the application/ processing fees viz service/payment gateway/Bank charges. etc.) No other modes of payment such as DD, IPO, Banker's cheque, etc. shall be allowed.

11.0: Documents to be sent along with the hard copy of the online generated filled in application form (registration slip), by post:

- i. Self attested copy of age proof as per HSLC/ 10th standard certificate.
- ii. Self attested copy of Essential qualification marksheets / certificates/ CGPA conversion formula wherever applicable.
- iii. Self attested copy of valid Caste (SC/ST/OBC-Non Creamy Layer)/ Physically handicapped certificate in prescribed formats from Appropriate Authority (wherever applicable)
- iv. Duly filled in 3rd copy of Bank challan ₹ 500/- or ₹ 100/- towards application/ processing fee where payment is made through Bank challan.
- v. Self attested copy of Experience certificate. (if any)
- vi. A copy of passport size colour photograph.

12.0 GENERAL INFORMATION AND INSTRUCTION

1. Only Indian Nationals are eligible to apply.
2. All qualifications should be recognized by UGC/AIU/AICTE / appropriate Indian statutory authority.
3. **Only full time regular courses will be considered.**
4. No manual or paper applications will be entertained.
5. No TA will be paid to any candidate for appearing in the written examination.
6. **Final verification of applications will be done on declaration of the result of the written test hence the candidature will be subject to fulfillment of all the criteria mentioned in the advertisement. In case of non-fulfillment of eligibility criteria, or any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his / her candidature is liable to be rejected at any stage of the recruitment process or after recruitment or after joining.**
7. No modifications are allowed after submission of the online application form. If any tampering is done with the PDF application sheet generated and if any discrepancies are found between the online data filled by the candidate and the application sheets submitted, the application will be rejected.
8. Candidature is also liable to be rejected if the hard copy of the on-line generated filled in application form along with the relevant enclosures is not received, received unsigned, received without attested photo, not received through proper channel (in case of Govt. /PSU employed personnel) or received after the last date of receipt of application.
9. Candidates employed with Government departments / PSUs / Autonomous bodies have to produce NOC at the time of interview. If such candidates cannot provide the NOC, they will not be allowed to appear for the interview.
10. BVFCL reserves the right to change the number of vacancies and cancel / restrict / modify / alter the recruitment process, if required, without issuing any further notice or assigning any reason thereof.
11. Any modifications / amendments in the advertisement will be given in BVFCL website i.e. (www.bvfcl.com) only.

12. All correspondences regarding examination schedule/admit card/ interview call letters , etc. shall be done through email/uploading on BVFCL website. Responsibility of receiving, downloading and printing of admit card/interview call/ any other information shall be of the candidate. BVFCL will not be responsible for any loss of email sent, due to invalid/wrong email ID provided by the candidate or for delay/not receipt of information if a candidate fails to access his/her mail/website on time.
13. The candidates will be allowed to appear in the Written Test only if they possess the valid **Photo Admit Card** downloaded from the BVFCL website.

13.0 **IMPORTANT DATES:**

Particulars	Dates
Date of commencement of Online application	25.03.2015
Last date of submission of the online application by the candidate	17.04.2015
Last date for receipt of the hard copy of the application sheet	08.05.2015

The candidate should send the hard copy of the filled in application form (registration slip) generated online alongwith all the relevant documents as mentioned above **superscribing on the envelope** “Application for the post _____ “ (name of the post) in capital letters, so as to reach the HOD (Personnel), BVFC Limited, Namrup, PO: Parbatpur, Dist: Dibrugarh (Assam), PIN-786623 by post on or before **08.05.2015**

NB: IN ORDER TO AVOID LAST MINUTES RUSH, THE CANDIDATES ARE ADVISED IN THEIR OWN INTEREST TO APPLY EARLY ENOUGH TO ENSURE TIMELY RECEIPT OF THEIR APPLICATIONS AT BVFCL ON OR BEFORE THE CLOSING DATE. BVFCL WILL NOT BE RESPONSIBLE FOR NETWORK PROBLEM OR ANY OTHER SUCH MATTERS.