



THE FERTILISERS AND CHEMICALS TRAVANCORE LIMITED
Schedule 'A' multi-divisional Central PSE

Recruitment Notification No.: 07/2024 dated 05.03.2024

THE FERTILISERS AND CHEMICALS TRAVANCORE LTD., a multi-divisional Central PSE, and pioneers in the manufacture of Fertilisers, Chemicals and Caprolactam, with activities spread over Manufacturing, Engineering Design and Consultancy, Fabrication etc., invites applications from eligible candidates for engagement on **Fixed Tenure Contract (Adhoc) Basis** to the following post:

| Post | Specification | Maximum Age |
|---------------|---------------------------------|--|
| Helper | VII Standard with good physique | 26 years (Relaxation applicable as in GOI directives) |

Note:

- a. Relevant date for determining eligibility with regard to all eligibility criteria such as qualification, age, stipulated in the notification will be **"01.03.2024"**.
- b. Only male candidates are eligible to apply.
- c. Engagement from the panels will be at the sole discretion of Management, subject to requirements and reservation rules.
- d. Recruitment is statewide basis and candidates shall submit Domicile Certificate for the State of Kerala at the time of document verification.

General terms and conditions for appointment

1. The engagement will be for a term of two years, renewable for a maximum period of 2 spells of one year each, at the discretion of the Management, subject to requirement, performance, assessment etc. Engagement is also liable to be terminated by the Management with 15 days' notice, at its discretion without assigning any reason.
2. Candidates offered engagement as above will be paid a consolidated pay of Rs. 22,000/- (Rupees Twenty Two Thousand Only) per month and an increase of 3% on successful completion of each year. Leave, ESI, Provident Fund, TA & DA for duty travel will be applicable based on eligibility, as per Rules of the Company.
3. Reservation for SC, ST, OBC (NCL), EWS and Ex-Servicemen category will be applicable as per Government Directives. EWS candidates shall submit EWS certificate of relevant year (income of 2022-23). OBC-NCL Candidates shall submit self-declaration along with the application, in the prescribed format provided in the website and if engaged, shall produce OBC-NCL certificate issued by competent authority within 6 months prior to joining.
4. Eligible candidates should have been born on or between 01.03.1998 and 28.02.2006. Relaxation in maximum age limit is permissible up to 5 years for SC/ST candidates and 3 years for OBC (NCL) candidates. Relaxation to Ex-Service personnel will be applicable as per GOI guidelines. Birth Certificate issued by Local Self Government Institutions, as applicable shall be the only acceptable document in support of proof of age.



5. Only Indian nationals are eligible to apply.
6. Candidates provisionally selected will have to undergo pre-employment Medical Examination and to be certified fit by the Company's Medical Officer. Candidates should have sound health and should meet the physical / medical standards prescribed by the Company. Appointment of selected candidates is subject to receipt of satisfactory medical report from the Company's Medical Officer as per the medical standards of the Company. No relaxation in physical / medical standards will be allowed. The opinion of the Company Medical Officer in this regard shall be final.
7. The engagement will be subject to the candidate being fit and continuing to be fit during the period of contract as per the standards prescribed by the Company, and also subject to submission of Police Clearance Certificate.
8. Engagement under this notification is only for fixed term and will not in any way directly or indirectly confer any right for extension of term of engagement or for permanent appointment or preferential treatment in appointment in the Company.
9. Eligibility of candidates will be determined based on information furnished in application and documents submitted by the candidates. At all stages of the selection process, candidature will be provisional.
10. Towards assessment of meeting the prescribed Specification for the post, eligible Candidates, shall undergo physical standard assessment and vision test. The physical standard and vision test for the post is possessing minimum of (a) height of 165 cm, (b) weight of 56 kg, (c) chest expansion of 5.5 cm and (d) normal vision. Only those candidates who are successful in the physical standard assessment and vision test will be eligible to be included in the panel.
11. After preliminary scrutiny of documents submitted along with the application, shortlisted candidates successful in the assessment / test at Clause (10) above will be ranked on the basis of the following criteria in the order given below:
 - (i) Candidates with earlier date of birth as stated in the Birth Certificate.
 - (ii) If there is more than one candidate with same date of birth, the merit order will be determined based on the alphabetical order of their name as appearing in the Birth Certificate. For this purpose, initials which form part of the candidate's name, will be suffixed to the remaining part of the name in the Birth Certificate, irrespective of where the initials appear in the Birth Certificate.
 - (iii) For (i) and (ii) above, Birth Certificate shall mean the Birth Certificate issued by Local Self Government Institutions, as applicable.
12. Management reserves the right to (i) short list candidates by adopting such methods or criteria found suitable at the discretion of the Management, and (ii) modify the mode of selection etc. The decision of the Company about the mode of selection, requirements, eligibility criteria, shortlisting of candidates etc. shall be final and binding. No correspondence will be entertained in this regard.
13. Meeting the eligibility criteria / attending or being successful in the test (if any) by itself will not confer any right on the applicant for selection or to be included in the Panel or for engagement.
14. Candidates selected will be engaged at various Divisions of the Company and utilized for performing all kinds of unskilled works including sweeping, cleaning, material handling, loading, unloading, helping/assisting etc.



15. Engagement from the panels will be at the sole discretion of the Management, subject to requirements, and reservation rules.
16. Interested candidates from the panel may be considered for engagement for periods of shorter duration too, based on requirements of the Company at rates/ terms fixed by the Company for such engagement.
17. Candidates desiring to apply for the post against this notification shall fill and submit their details in the Online Form by clicking the **Online Registration link** provided in the website www.fact.co.in >> Careers >> Job Openings >> Recruitment Notification 07/2024. The following shall be ensured while submitting the application through online method.
 - a. All necessary data shall be filled in the Online Forms as prescribed.
 - b. Application Form in the prescribed format (given as “Application Form” in the website along with notification), shall be printed, manually filled, signed, photo affixed and uploaded in PDF format in the prescribed place provided in the Online Form. Relevant data furnished in the Application Form shall not differ from that in Online Form.
 - c. After filling and uploading the Application, the Online Form shall be submitted by clicking the **Submit** button.
 - d. **Printout of Uploaded Application Form in original** (mentioned in (b) above) along with **self-attested copy** of (1) Proof of Date of Birth (Birth Certificate issued by Local Self Government Institution, as applicable) (2) Certificates to prove educational qualification, if any (both mark sheet and Pass Certificate) (3) Certificate showing proof of Caste / Ex-Servicemen etc, if reservation/relaxation is claimed on account of these (4) Self Declaration for OBC-NCL candidates, if applicable (5) Aadhaar, shall be sent **by Speed Post / Registered Post to DGM (HR), HR Department, FEDO Building, FACT, Udyogamandal, PIN – 683 501** so as to reach latest within 10 days from the last date of submitting online form.
 - e. Envelope containing the application shall be super scribed with “Application for the post of Helper on FTCAB-Recruitment Notification No. 07/2024”.
 - f. **Applications received by post without submitting online Form or Online Form submitted without uploading Application Form or not receiving Application or Application received without supporting documents or Application received late, will not be considered.**
 - g. Last date for submission of Online Form will be **4.00 PM on 19.03.2024.**

| How to Apply | |
|---|--|
| Stage 1 | Stage 2 |
| Submit Online Form / Upload Application on or before 4.00 PM on 19.03.2024 | Send the original Application Form uploaded with all relevant certificates / documents by Speed Post / Registered Post so as to reach us on or before 30.03.2024 |

18. Incomplete applications, applications without signature and photograph, and/or without documents in proof of eligibility, is liable to be rejected. Originals of the documents shall be furnished as and when called for.



19. All further notifications including corrigendum, if any, shall be through the Company website and therefore candidates shall visit our website www.fact.co.in for updates. Individual communications to the candidates will be only through the e-mail id used for submitting Online Form and therefore candidates shall keep the said e-mail id, valid and functional at all times. Company will not be held responsible for failure of communication sent to the said e-mail id.
20. Applications and all connected documents of those applicants not included in the Panel will not be retained for more than one year and all documents related to this selection shall be preserved only for a period of two years from the date of publication of panel.
21. Any dispute with regard to recruitment against this notification will be settled in courts within the jurisdiction of Ernakulam, Kerala State only.

Deputy General Manager (HR)