



FERRO SCRAP NIGAM LIMITED
(A Government of India Undertaking)
CORPORATE OFFICE
Equipment Chowk ■ Central Avenue
P. B. No. 37 ■ BHILAI - 490 001 (C.G.)
Phone Nos. - 0788 - 2222474 / 75 & 2220013

RECRUITMENT

Ferro Scrap Nigam Limited is a Mini Ratna - II Government of India Undertaking engaged in rendering specialized services to the customer Plants in Scrap management & allied jobs. The Company is also exploring in various diversifying areas. Presently, the units of FSNL are situated at Rourkela, Bumpur, Bhilai, Bokaro, Visakhapatnam, Durgapur, VISL-Bhadravti (Karnataka), SSP - Salem, Duburi near Jajpur Road (Orissa), Haridwar (inside BHIL - Uttarakhnad, RWF - Bengaluru (Karnataka) and Air India - Mumbai. The Registered Office of the company is situated at Bhilai (CG). The Company is on the look out for experienced candidates to meet the requirement of executives in the disciplines of "PERSONNEL & ADMINISTRATION" as detailed below:

POST / SCALE / EXPERIENCE CRITERIA & AGE

POST	SCALE OF PAY (Rs.)	EXPERIENCE	AGE as on 28.02.2017
Asst. General Manager (Personnel & Administration)	36600-3%-62000/-	Post qualification experience of 14 years and above, out of which must have worked atleast 1 year in the immediate lower grade of Rs.32900-3%-58000/-.	Below 50 years

QUALIFICATION CRITERIA

Category	Qualification	Area of Experience
Personnel & Administration	Graduate in any discipline with Two years full time MBA or PGDBA having specialization in Human Resources Management from a Recognized University / Institution of repute approved by AICTE/UGC or Post Graduate Degree in Labour & Social Welfare or full time Two Years Diploma course in Personnel Management, M.A. in Sociology from a Recognized University / Institution of repute approved by UGC/AICTE. Degree in Law from a recognized university / institution of repute, will be an added advantage.	Should have adequate experience / knowledge in the areas of HRD, Handling and representing management in the conciliation proceedings / different level of Govt. machineries, handling multiple unions with expertise in collective bargaining and should have adequate knowledge of the latest relevant Labour Laws / Judgments / Awards delivered / applicable for service organization / industries and should have exposure in dealing with disciplinary cases. Experience / knowledge in grievance handling will be an added advantage.

GENERAL : (1) Besides Basic Pay & DA, the posts carry other Allowances / Perquisites under "Cafeteria Approach" subject to a monthly ceiling of 48% of the Basic Pay, House Rent Allowance, Leave encashment, Reimbursement of medical expenses for self & family, Provident Fund, Gratuity etc., as per Company's rules. (2) Minimum percentage of marks secured will be 60% in Degree / Diploma exams prescribed for various posts. (3) All qualification should be from a recognized University / Institution. No qualification, on the ground of its being equivalent to the one advertised, shall be considered. (4) Reservation of posts for SC / ST / OBC / Divyang candidates will be as per the directives of the Govt. of India and relaxation in age by 5 years for SC / ST, 3 years for OBC and 10 years for Divyang candidates will be given. (5) The candidates shall necessarily submit a copy of SC / ST / OBC / Divyang certificate, as the case may be, from a competent

authority. (6) The candidates will be required to submit along with the Application, the Xerox copies of all certificates / Testimonials in support of their Qualification, Experience and Present Emoluments with breakup in detail. (7) All computations of experience / qualification shall be done with respect to the last date of application as mentioned in the advertisement. The date of declaration of result / issuance of mark-sheet shall be deemed to be the date of acquiring the qualification. (8) Period of training, teaching and research will not be considered for the purpose of reckoning of experience. (9) Depending on the requirement, the Company reserves the right to cancel / restrict / curtail the recruitment process without any further notice and without assigning any reason thereof. (10) Place of posting will be any of FSNL's units / Offices / Projects. (11) Candidates presently working in Govt./Public Sector organisations should send their applications through their present employer OR produce "No Objection Certificate" at the time of interview. (12) Depending on the requirement the company reserves the right to offer the appointment to the selected candidates on Permanent / Fixed tenure basis. (13) Candidates found eligible to be called for interview, will be required to undergo Written Test / Trade Test or any combination thereof. (14) In order to determine the parity in emoluments, in the absence of a regular pay scale, the total CTC being drawn by the candidate would be taken into account, to determine the total CTC of the scale in which the candidates are required to work atleast for One year, as per the advertisement. (15) To and fro AC II / III class single railway fare by shortest route will be paid to outstation candidates called for interview, on submission of necessary proof. (16) While applying for the post, the applicant should ensure that he / she fulfills the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material facts, his / her candidature will stand automatically cancelled. If any of the above shortcoming (s) is / are detected even after appointment, his / her services are liable to be terminated without any notice.

HOW TO APPLY

Application should be submitted on plain paper in A-4 size affixing a recent passport size photograph on the right side at the top of the application, in the format stating (1) Name of the post, (2) Name of the applicant (In block capital letters), (3) Father's name, (4) Date of birth and age as on 28.02.2017, (5) Category (SC/ST/OBC/Divyang/Gen), (6) Present postal address for communication, alongwith Contact numbers & e-mail Ids, if any (7) Permanent address, (8) Academic / Professional qualification in the following proforma:

Exam Passed	Institution / University	Date of Passing	Class / Division	% of marks

(9) Details of past and present experience

Name of the Organization	Post Held	From / To	Nature of duties	Total monthly emoluments with scale of pay & Basic pay OR CTC with breakup

(10) Whether presently working in Private / Govt. / Public Sector Undertaking.

(11) Signature of the applicant with date.

The application in an envelope superscribing the post applied for alongwith a crossed Demand Draft of Rs. 100/- (SC/ST/Divyang Candidates exempted) drawn on any scheduled bank payable at Bhilai favouring Ferro Scrap Nigam Limited, Bhilai, may be sent through Post only to Dy. Manager (P & A), Ferro Scrap Nigam Limited, Post Box No. 37, FSNL Bhawan, Equipment Chowk, Central Avenue, Bhilai - 490 001, Dist. : Durg (Chhattisgarh), latest by 30.03.2017. No applications sent through courier or e-mail shall be entertained. Incomplete applications may be rejected summarily. No applications will be received after the last date of receipt of application and such applications will be returned. We do not take any responsibility for postal delay, if any. The applications should be made exactly as per the above format and canvassing in any manner would disqualify the candidature.

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