



Advt.No.HR/11/2022/03

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

Corporate Office, Namrup,
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Brahmaputra Valley Fertilizer Corporation Ltd, a CPSE under the Ministry of Chemicals & Fertilizers was created by demerger of Namrup Unit of Hindustan Fertilizer Corporation Ltd to form a new CPSE. The company operates two Ammonia-Urea plants at Namrup viz. Namrup-II and Namrup-III, in the Upper Assam District of Dibrugarh with an effective capacity to produce 3.90 lakh MT of urea per annum. The Govt. of India is in the process of establishing a new Ammonia-Urea Project of higher capacity based on the latest technology, by forming a Joint Venture Company of CPSEs and Govt. of Assam, to be set up at the existing plant site of BVFCL by replacing both the old plants. The proposed project is likely to be completely based on Natural Gas, like the existing units.

The company invites applications from Indian nationals for the following posts:

Sl. No	Post & No. of Vacancy	Consolidated Pay (all inclusive)	Job requirement	Age limit (Max) as on 01.04.2022	Essential Qualification as on 01.04.2022
1	Executive Trainee (Marketing)-on Contract basis. 20 nos. post a. (Assam(UR-4, OBC-2,SC-1 and ST-1) b. (Bihar UR-2, OBC-1 and EWS-1) c. (West Bengal-UR-2, OBC-1 and SC-1) d.(Odisha- UR-1,OBC-1) e. (Jharkhand-UR-1,SC-1)	1 st Year - ₹35,000/-PM 2 nd Year - ₹38,000/- PM 3 rd Year - ₹41,000/-PM	The incumbent will be responsible for the trading business activities of Marketing Dept.	27 years	2 Years full time Post Graduate Degree/ Diploma in Management (with specialization or elective in Marketing Management)/Agri-Business Management with 60% marks for Gen/OBC candidates and 55% in case of SC/ST/PwBD from a recognized University/Institute. CANDIDATES shall have working knowledge (speak, read, write) of the respective state languages of the State applied for in addition to English

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					Preference will be given to Candidates with B.Sc Degree in Agriculture.
2	Executive Trainee (Chemical)-on Contractual basis 09 post (UR-6,OBC-2& SC-1)	1 st Year - ₹35,000/- PM 2 nd Year - ₹38,000/- PM 3 rd Year - ₹41,000/- PM	The incumbent will be responsible for operation of plants and other functions related to the plants	27 years	Full time BE/B.Tech in Chemical Engineering with minimum 60 % marks for Gen/OBC candidates and 55% in case of SC/ST/PwBD from a recognized University/ Institute.
3	Executive Trainee (Fire)- on contract basis 01(UR)	1 st Year - ₹35,000/-PM 2 nd Year - ₹38,000/-PM 3 rd Year - ₹41,000/- PM	The incumbent will be responsible for the operations and system maintenance jobs of the Fire department	27 years	Full time B.E/B.Tech in Fire Engineering with minimum 60 marks for Gen/OBC candidates and 55% in case of SC/ST/PwBD from a recognized University/ Institute. Physical standards: No deformity Height:165cms, weight: 50 Kgs, Chest:81 cms(Normal), 86 cms (expanded). Height and chest expansion relaxable by 5 cms in case of Assamese, Garhwalls, Gorkha and member of the schedule tribe) & Vision 6/6 without wearing glasses or any other aid. Night or colour blindness shall be a disqualification.


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4	Executive Trainee (Civil) -on contract basis 02(UR)	1 st Year - ₹35,000/-PM 2 nd Year - ₹38,000/- PM 3 rd Year - ₹41,000/- PM	The incumbent will be responsible for maintenance raw water supply at Jack well, maintenance of railway siding ,civil maintenance of plant & non plant building in factory , quarters & public building at township including execution, supervision & preparation of estimate and other project related jobs.	27 years	Full time BE/ B.Tech in Civil Engineering with minimum 60% marks for Gen/OBC candidates and 55% in case of SC/ST/PwBD from a recognized University/ Institute.
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NB: UR- Unreserved, SC –Scheduled Caste, ST- Scheduled Tribe, OBC(NCL)- Other Backward Class (Non- Creamy Layer), EWS- Economically weaker section, PwBD- Persons with benchmark disabilities, Ex-SM- Ex- serviceman.

Note: Candidate applying for the post of Executive Trainee (Marketing) shall apply only for one State. All applications of candidates applying for more than one State shall be rejected.

A. FIXED TENURE:

The engagement of Executive Trainee on contract basis will be on fixed tenure basis for a period of three years renewable every year subject to “Very Good” performance, conduct and business requirements. Such engagement shall be terminated after completion of his /her contract or engagement may be terminated by either side by giving one month notice period.

B. MEDICAL BENEFITS & LIFE INSURANCE:

Insurance coverage of Rs. 2 lakhs for Medical Cover and Rs. 5 lakhs for Life Cover shall be obtained by concerned Trainee Officer at the time of joining and copy of the policy shall be submitted to HR Dept. Responsibility for subsequent renewal of insurance policy during the tenure with the Company is vested with the Trainee Officer and the extension of tenure, it will be mandatory for the concerned Trainee Officer to submit the copy of the renewed Insurance Policy to HR Dept.

C. LEAVE:


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Executive Trainee will be entitled for 02 casual cum sick leave per month. Apart from this, they will also be eligible for paid holidays declared for respective units/ offices based on the location of posting.

D. APPLICATION FEES

Non-refundable Application Fee of Rs 500/- (Rupees Five Hundred only) plus Bank Charges are required to be paid by General, OBC and EWS category at the time of submission online Application Form. candidates can opt to pay either through internet banking account or Credit/Debit card. No other mode of payment of Application Fee would be accepted. Application Fee once paid will not be refunded under any circumstances. Candidates are, therefore, advised to verify their eligibility before payment of Application Fee. SC/ST/PwBD/Ex SM candidates are not required to pay any Application Fee.

E. Apply online :

i. Candidates are required to apply online providing details regarding age, date of birth, qualification, division and percentage of marks obtained, years of passing and respective School/ College/ University, work experience including position held if any, name of employers with address, nature of duties, period of service, scale of pay , salary drawn, choice of city to be opted for online test and other requisite information/ declaration. Candidates are also required to upload the scanned copy of following documents, without which their application will not be accepted:

- a. Matriculation Certificate for age proof;
- b. Final Marksheet / Degree, as applicable, for proof of meeting educational qualification:
- c. Caste Certificate for SC/ST & valid non creamy layer certificate for OBC/ EWS certificate, if applicable;
- d. Divyang/ PwBD certificate, if applicable
- e. Experience Certificate, if applicable
- f. ID proof issued by Government authority.

ii. Candidates fulfilling the prescribed eligibility criteria should apply through BVFCL website : www.bvfcl.com. No other means/mode of application shall be accepted. The relevant link for submission of online application will be available from 25.04.2022 on BVFCL website www.bvfcl.com →Apply online. Submission of application will be allowed on the website upto 31.05.2022, unless changed as per the decision of BVFCL. Procedure regarding how to apply online is summarized in Clause No. F. of the advertisement.

iii. The candidates should ensure that the details entered in online application are correct. On submission of duty filled in application online and making the prescribed payment, candidate is required to download the Application Form generated by the system with unique registration number.

F. How to apply:

1. Before applying the candidates should ensure that they fulfill all the eligibility norms. Their registration will be provisional as their eligibility will be verified only in case they are shortlisted for selection. Mere

issuance of Admit Card shall not imply acceptance of candidature. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or even after joining, if any information provided by the candidate is found to be false or not in conformity with the advertised eligibility criteria at any stage.

2. Eligible and interested candidates would be required to apply online only through BVFCL website: www.bvfcl.com

3. Before registering their application on the website, the candidates should possess the following:

- i) Valid e-mail ID, which should remain valid for at least one year;
- ii) Candidates should have latest passport size photograph in white background of size 140X160 kb (jpg or jpeg file only upto 50 Kb) as well as clear photograph of signatures in white background of size 90 X 120 Kb (jpg or jpeg file only upto 50 Kb) for uploading with the Application Form.
- iii) Supporting documents as detailed in the foregoing at Para.E..i. for uploading (jpg or jpeg or pdf file only upto 100 Kb each).
- iv) For payment of Application Fee of 500/-, the "UR", "OBC" and "EWS" candidates can opt to pay through internet banking account or credit/debit card only.

4. The registration form is available on following path: www.bvfcl.com -- Apply online

G. Online Test:

Eligible candidates will be required to appear online Computer Based 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 online test will be called for personal 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 last stage is not permissible.

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

About the test: The online test will have two parts, Discipline related and Aptitude related. Medium of Test will be in Rajbhasha(Hindi) and English . Duration of test will be 02 hours. The total number of questions will be 150, of one mark each, out of which 100 questions would be from mix of course curriculum of qualifying degree of relevant discipline and 50 questions from General English, Quantitative Aptitude, Reasoning and General knowledge / Awareness. There will be no negative marking for wrong answer.

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

H. SELECTION PROCESS:

1. PERSONAL INTERVIEW

i. Based on the performance of the candidates in the online test, eligible candidates will be provisionally called for personal interview tentatively in the ratio of 01:5 i.e. 05 eligible candidates for 01 post. In case more candidates obtaining the same mark in CBT under 1:5 ratio, than all the candidates obtaining that particular mark shall be considered for the interview. Interview call letters in respect of such eligible & provisionally shortlisted candidates will be uploaded on BVFCL website and such candidates will also be intimated for the same through SMS on their mobile number & through email on their e-mail address as mentioned in their online Application Form. However, BVFCL will not be responsible for any delay or non-delivery of intimation sent electronically through SMS or e-mail, as the case may be. No other communication will be sent to such candidates for this purpose.

For post available under reserved category, same principle of 1: 5 ratio shall be followed for short listing the reserved category candidates.

ii. It may be noted that candidates will be called for personal interview provisionally on the basis of information submitted by them in online Application Form and their candidature will be considered vis-a-vis eligibility criteria for the post applied for as mentioned in the advertisement. Candidates not meeting the eligibility criteria or not in possession of complete requisite documents will not be allowed to attend the personal interview and no TA will be paid to them. Further, no queries shall be entertained in this regard.

2. FINAL SELECTION:

i. Separate merit list will be drawn for UR/SC/ST/OBC/EWS/PwBD/candidates with reference to the number of available vacancies for each category. Merit list of suitable candidates shall be prepared on the basis of performance in the Computer Based Test (CBT) as well as personal interview, with following weightages:

SL.No.	Parameter	Weightage of marks obtained in each parameter
1	Computer Based Test	85% (rounded off to 02 decimal places)
2	Personal Interview	15% (rounded off to 02 decimal places)
	Total	100%

ii. Candidates are required to qualify in the Computer Based Test and thereafter again in the Personal Interview separately with minimum average of 50% marks.

iii. In case total marks (upto two decimals) of two or more candidates after personal interview are same, percentage of marks in the qualifying examination i.e. Degree in BE/ B.Tech/ Post Graduate Degree/ Diploma in Management (Marketing Management)/Agri- Business Management) as applicable would be considered for drawing up merit list. In case percentage of marks (upto two decimals) are also

equal in the qualifying examination, the date of birth of the candidates will be considered for preparing merit list i.e the candidate born earlier will be considered as senior in the merit list.

I. General terms and conditions for appointment

1. Reservation of post / relaxation in age etc. for SC/ST/ OBC (NCL) and PwBD will be applicable as per Government Directives. EWS candidates shall submit EWS certificate of relevant year. If engaged, OBC-NCL candidates shall produce OBC (NCL) certificate issued by Competent Authority within 6 months prior to joining. Criteria for determining the category shall be as per Government of India directives as applicable to Central Government establishments.
2. **Eligible candidates should have been born on or after 01.04.1995.** Relaxation in maximum age limit is permissible up to 5 years for SC/ ST candidates, 3 years for OBC (NCL) candidates and 10 years for PwBD (Disability 40% and above) candidates. HSLC/ Std X certificate having date of birth shall only be considered as proof of date of birth.
3. Educational qualification shall be approved / recognized by UGC / Deem University or AICTE / AIU (Association of Indian Universities) and shall be from a Government recognized Institution / AICTE approved Institution / and shall be acquired through a full time regular course / study. Those who have studied and acquired the prescribed qualifications mentioned above through part time / correspondence / distance / private study / off campus study are not eligible to apply.
4. In case where the qualification certificate does not specify specialization / elective in Marketing, certificate issued by the Institute / University where the study has been conducted shall be submitted, certifying that the course studied is with specialization / elective in Marketing.
5. Wherever CGPA/OGPA/CPI/DGPA 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 issued by Competent Authority to be mandatorily attached along with the Application Form submitted by post).
6. The candidate should ensure that he/she fulfills the eligibility criteria and other norms mentioned in the advertisement as on the specified dates and that the particulars furnished are correct in all respect. In case, it is detected at any stage of recruitment process 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 shall stand automatically cancelled and his/her services are liable to be terminated without notice.
7. **Outstation candidate that called for interview shall be reimbursed 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 original ticket.**

8. Intimation regarding Interview etc. will be send only through e-mail. Also the list of shortlisted /selected candidates for Interview/final selection will be uploaded in Company website.
9. **Executive Trainee will require to execute the Agreement and Surety Bond for Rs 1,00,000/- (Rs 25,000/- for SC& ST candidates) only each on non-judicial stamped paper of appropriate value (for Surety Bond and for Agreement) of the State of Assam while joining the post.**
10. BVFCL shall not bear any liability on account of salary/leave salary/Gratuity/Pension contribution etc. if any of previous employment of any candidate already working in Govt/Public Sector Undertakings.
11. The Candidates whose performance will not be found satisfactorily during Training period, his/her services will be liable to be terminated without notice.
12. Executive Trainee shall be willing to travel extensively and shall be ready to work in any of the district of the State concerned/Country.
13. 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.
14. Engagement under this notification is only for fixed term on contract basis and will not in any way directly or indirectly confer any right for permanent appointment or preferential treatment in appointment in the Company.
15. Meeting the eligibility criteria / attending or being successful in the interview etc. by itself will not confer any right on the applicant for selection or to be included in the Panel or for engagement.
16. Engagement from the panel will be at the sole discretion of the Management, based on its business plans from time to time and subject to reservation rules.
17. **Executive Trainee (Mktg.) will be paid TA and DA on official tour only as applicable to E1 level.**
18. Executive Trainee are not entitled to any other benefits applicable to regular employees of the Company such as HRA, PF, Gratuity etc..
19. BVFCL reserves the right to change the number of vacancies and cancel / restrict / modify / alter the recruitment/ selection process, if required, without issuing any further notice or assigning any reason thereof.

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