



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

Recruitment Notification No. : 09/2023 dated 04.05.2023

THE FERTILISERS AND CHEMICALS TRAVANCORE LTD., a multi-divisional Central PSE, and pioneers in the manufacture and marketing 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 posts:

Post Code	Post	Specification
1	Canteen Supervisor on Fixed Tenure Contract (Adhoc basis)	<p>i. Degree in Catering Technology / Catering Science / Hotel Management</p> <p style="text-align: center;">OR</p> <p>ii. Three Year Diploma in Catering Technology / Catering Science / Hotel Management</p> <p style="text-align: center;">OR</p> <p>iii. Std X pass with Diploma / Certificate in Catering / Food Production / Food & Beverage of minimum one year duration with 5 years' post qualified supervisory experience in a Canteen / Classified Star Hotel. (In the absence of sufficient suitable candidates with the prescribed qualification & experience of 5 years, candidates with prescribed experience up to 2 years may also be considered, at the discretion of the Management).</p>
2	Nurse on Fixed Tenure Contract (Adhoc basis)	<p>Standard X Pass and Three year Diploma in General Nursing and Midwifery with Registration with Kerala Nurses and Midwives Council. Minimum 3 years experience in Emergency / Casualty department / ICC Unit of a hospital / Occupational Health Centre, and should be capable of operating Electro Medical Equipments.</p> <p>In the absence of sufficient suitable candidates with the prescribed qualification & experience of 3 years, candidates with prescribed experience up to 1 year may also be considered, at the discretion of the Management.</p>
3	Cook-Cum-Bearer on Fixed Tenure Contract (Adhoc basis)	<p>Standard X Pass and Certificate in Food Production /Cooking from a Government Food Craft Institute / Institute recognized by Government with 5 years experience as Cook (Non-vegetarian/Vegetarian) in an Industrial Canteen/similar establishment.</p> <p>In the absence of sufficient suitable candidates with the prescribed qualification & experience of 5 years, candidates with less or without required/ prescribed experience may also be considered, at the discretion of the Management.</p>

Note:

- a. Only male candidates are eligible to apply.
- b. Merit lists for each post will be prepared separately for UR, SC, ST, OBC and EWS categories and therefore candidates belonging to all categories are encouraged to apply.
- c. **Relevant date to determine eligibility on experience, age, etc is 01.05.2023.**
- d. Only post qualification experience will be considered. Candidates shall submit along with application, experience certificate to establish, the relevant prescribed experience claimed in their application, failing which such experience (s) will not be considered. Candidates who are presently working in any establishment, in the absence of experience certificate from that establishment, should submit reasonable proof of work experience to the satisfaction of Management, which includes copy of Appointment / Offer letter issued by the establishment, date of joining, latest pay slip etc, without which such experience will not be counted.
- e. Experience on part time basis, daily wages shall not be considered (other than in case of direct engagement by FACT or Government).
- f. Engagement from the panel will be at the discretion of Management, subject to requirements, and reservation rules.
- g. For the posts of Nurse and Cook-Cum-Bearer at Post Codes 2 & 3, empanelment of candidates will be consequent to passing in a practical skill test.

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. **Emoluments:**
 - a. Candidates offered engagement as above will be paid a consolidated pay per month as follows (may be revised):

Post Code	Consolidated Pay
1	Rs.25,000/-
2	Rs.25,000/-
3	Rs.22,000/-

- b. An increase of 3% of consolidated pay will be paid on successful completion of each year. Leave, ESI, Provident Fund, Shift allowance, TA & DA for duty travel will be applicable based on eligibility, as per Rules of the Company.
3. Reservation will be applicable as per Government Directives. EWS candidates shall submit EWS certificate of relevant year (income of FY 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. **Age:** Maximum age shall be 35 years as on the relevant date. Relaxation in maximum age is permissible for reserved posts as per GOI directives. Maximum age after all relaxation shall not exceed 53 years.
 - a. Eligible candidates should have been born on or between 01.05.1988 and 30.04.2005. 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. Relaxation to Ex-Service personnel will be applicable as per GOI guidelines.
 - b. Matriculation / School Leaving Certificate granted by Board of Secondary Education shall be the only acceptable document in support of proof of age.
5. Educational Qualifications shall be approved /recognized by UGC/ AICTE / AIU (Association of Indian Universities) / Nursing Council. Candidates with qualifications acquired from foreign universities should produce order/ letter in this regard under which it has been approved / recognized by AIU.
6. Only full time regular courses will be considered for the prescribed educational qualification specified under Specifications. Those who have studied part time or through correspondence /distance/ private study/off campus course are not eligible to apply. (For Ex-servicemen, the essential qualification acquired/awarded as part of their service and certificate issued by Armed Forces will be considered as eligible. Such experience will be treated as post qualification experience.)
7. Wherever the essential educational qualification has a mention of dual specialization, one of the specializations necessarily needs to be function specific for the post notified. No claim of possession of equivalent / higher qualification other than advertised educational qualification would be entertained.
8. Candidates will be required to undergo pre-employment medical examination and those certified fit by the Company's Medical Officer will only be offered appointment. The engagement will be subject to the candidate being fit and continuing to be fit as per the standards prescribed by the Company. No relaxation in Medical/Physical standards will be allowed. The opinion of the Company Medical Officer in this regard shall be final.
9. 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.
10. 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.

11. Eligible candidates after scrutiny of documents and being successful in skill test (where applicable) will be ranked on the basis of the following criteria in the order given below:

A. Post Code 01 – Canteen Supervisor

- i. Educational qualification, with preference in the order of
 - a. Having Degree in Catering Technology / Catering Science / Hotel Management.
 - b. Having Three Year Diploma in Catering Technology / Catering Science / Hotel Management.
 - c. Std X pass with Diploma / Certificate in Catering / Food Production / Food & Beverage of minimum one year duration. If candidates with less than 5 years of relevant experience are considered, based on completed year of relevant experience.
- ii. Earlier year of passing the relevant educational qualification as mentioned in the Course Certificate. For Ex-Servicemen, if date of acquiring the qualifying Course is not specified, year of issue of equivalency certificate will be taken.
- iii. Earlier date of birth.

B. Post Code 02 - Nurse

- i. Completed years of relevant experience in the order of (a) three years (b) two years and (c) one year
- ii. Earlier year of passing the relevant qualification (year as mentioned in Diploma certificate).
- iii. Earlier date of birth

C. Post Code 03 - Cook Cum Bearer

- i. Completed years of relevant experience in the order of (a) five years (b) four years (c) three years (d) two years (e) one year and (f) Nil experience
- ii. Earlier year of passing the Certificate Course in Food Production /Cooking (year as mentioned in Pass certificate)
- iii. Earlier date of birth.

Ranking of candidates with relaxed experience for Post Codes 01 to 03 is subject to Management discretion.

12. Meeting the eligibility criteria / attending or being successful in the skill test or test(s) where applicable, by itself will not confer any right on the applicant for short listing or for selection or to be included in the Panel or for engagement.

13. Eligibility of candidates will be determined based on information furnished in application and documents submitted by the candidates. In all stages of the selection process, candidature will be provisional.



14. Engagement from the panels will be at the sole discretion of the Management, based on requirements, shift working etc, following reservation rules.
15. 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.
16. Only Indian nationals are eligible to apply.
17. Candidates desiring to apply for the post against this notification can apply by filling and submitting the details in the Online Form by clicking the **Online Registration link** provided in the website www.fact.co.in >> Careers >> Job Openings >> Recruitment Notification 09/2023. 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. Print Out of Uploaded Application Form in original (mentioned in (b) above) along with **self-attested copy** of (1) Proof of Date of Birth (2) Certificates to prove educational qualification from Std X onwards (both mark sheet and Pass Certificate) (3) Certificates to prove relevant experience mentioned in the Application Form (4) Certificate of Registration with Kerala Nurses & Midwife Council, if applicable (5) Certificate showing proof of Caste / PWBD/ Ex-Servicemen etc, if reservation/relaxation is claimed on account of these (6) Self Declaration for OBC-NCL candidates (7) Aadhaar, shall be send **by Speed Post / Registered Post to DGM (HR) IR, 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 superscribed with “Application for the post of () - Ad.09/2023”.
 - f. **Application received by post without submitting online Form and Online Form submitted, without uploading Application Form or not receiving Application or Application received late, will not be considered.**
 - g. Last date for submission of Online Form will be **4.00 PM on 19.05.2023.**

How to Apply	
Stage 1	Stage 2
Submit Online Form / Upload Application on or before 4.00 PM on 19.05.2023	Send the original Application Form uploaded with all relevant certificates / documents by Speed Post / Registered Post so as to reach us on or before 29.05.2023



18. Incomplete applications, applications without signature and photograph, and/or without documents in proof of eligibility are liable to be rejected. Originals of the documents shall be furnished as and when called for.
19. All further notifications 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 candidate 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 from the date of publication of the 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) IR