

Dated:04.10.2018



NATIONAL TEXTILE CORPORATION LIMITED
(A Government of India Undertaking)
Western Region Office, NTC House, 15 N M Marg, Ballard Estate- 400 001

NTC Limited is a major Schedule 'A' Central Public Sector Undertaking having Textile Mills, Retail Marketing Outlets and other Offices spread across the country. The Company is engaged in manufacturing and marketing of Clothes and Yarn, both in domestic and international markets, offers challenging career opportunities and is currently in the lookout for Security Supervisors as per details given below:

Post	Location (Tentative)	Nos	Essential Qualification	Grade/ Scale
Security Supervisors	Various Locations at NTC Mills / Offices/RMDs across the country	14	Graduate in any stream from the recognized University/Institutions	IDA Pay scale (Revised Effective from 01.01.2007) of Rs.11600 – 26000 (S-1)

National Textile Corporation – WR, Mumbai is having viable and closed Mills / Offices and RMD's located in the state of Maharashtra, Madhya Pradesh, Gujarat, West Bengal, Bihar, Assam and Orissa. New Inductees may be posted any where depending upon the requirement.

The positions are transferable across India.

1. **COMPENSATION PACKAGE:**

Starting Basic Pay of the IDA Pay Scale of Rs. 11,600 – 26,000 + DA of the IDA pay pattern employees (pay revision w.e.f. 01.01.2007) and HRA and transport subsidy as per the applicability to the respective place.

2. **AGE:-**

Maximum 40 years and relaxation of 5 years to SC / ST candidates and 3 years to OBC candidates.

3. **EXPERIENCE:-**

Candidates should have served in the armed forces for minimum 15 years and at the time of retiring from the services should have held the rank of at least Naib Subedar and registration with District Sainik Welfare Board is essential”

4. **RESERVATIONS:-**

As per Govt. of India Directives for SC/ST/OBC and Ex Serviceman

5. **GENERAL CONDITIONS:**

- Only Indian Nationals need apply.
- Appointment to the posts will be on regular basis. Initially selected candidates will be engaged for a period of 6 months training in the regular pay scale. The training period will be subject to extension, in the event of not attaining desired performance level. On successful completion of training period they may be placed in the regular pay scale on probation for a period of one year.
- Selected candidates during the period of his / her employment will be required to serve at any location / office of NTC situated across India.
- NTC will not be responsible for any postal delay/ wrong delivery/ non-delivery of communication by the candidate at any stage of the recruitment process.
- The cutoff date for considering the age of candidates will be taken as on 01-10-2018
- Applicants serving in Government / Public Sector Enterprises /Semi-Government organizations etc., should apply through proper channel or produce ‘No Objection Certificate along with the application. Applications without No Objection Certificate will not be considered.
- Appointment of selected candidates is subject to verification of Caste, Character and Antecedents, from the concerned authorities as per the rules of the Company.
- Candidates belonging to SC/ST/OBC (non creamy layer) / Ex-servicemen category should enclose a copy of the certificate issued by the Competent Authority to that effect.

- Candidates belonging to OBC category are required to produce the recently obtained OBC Certificate (Non-creamy layer) (not older than 6 months as on the date of advertisement) in the form as prescribed by the Government of India, issued by Competent Authority.
- Candidates belonging to Ex-Servicemen are required to furnish attested copies of certificates in support of their claim. In case, the candidate fails to produce the certificate in support of their claim, his/her candidature will not be considered.
- The appointment of selected candidates will be subject to their medical fitness for such appointment based on Medical Examination as per the Directives of the Company.
- No separate correspondence shall be entertained with any candidate seeking any enquiry.
- Management reserves the right to consider or not to consider any / all of the candidates who have responded against this advertisement.
- Management will not be responsible for delayed receipt / non-receipt of applications.

6. **SELECTION PROCEDURE:-**

- Screening of the Applications
- Screening test / written examination
- Medical Fitness

7. **HOW TO APPLY:**

The application form will be available on the website www.ntcltd.org./Careers. Candidates are requested to download the application form and fill the form and send the duly filled form through ordinary post along with the requisite documents. Candidates should read all instructions before filling up the form.

The application fee for posts advertised by the Company will be Rs.300/-. However no application fee shall be charged from SC/ST candidates and from departmental candidates. The fees should be in terms of Demand Draft from Nationalized Bank in favour of "National Textile Corporation Limited – Unit Western Region.

8. Candidates must check their eligibility / suitability thoroughly before applying.

9. Submission of application:

- Once you download your application form, take a print out of the form.
- Please send this original filled in Application form, duly signed along with following Documents:
- Self attested copies of all educational qualifications and experience certificates mentioned in the application

- Candidates belonging to SC/ST/OBC/ Ex-servicemen category should enclose a copy of the certificate issued by the Competent Authority to that effect.
 - Candidates belonging to OBC category are required to produce the recently Obtained OBC Certificate (Non-creamy layer) (not older than 6 months as on the date of advertisement) in the format prescribed by the Government of India, issued by Competent Authority.
 - Candidates belonging to Ex-Servicemen are required to furnish attested Copies of certificates in support of their claim.
10. No DA/TA will be paid to candidates for appearing the screening test / written examination.
11. This advertisement is in supersession of earlier advertisement No.HR/Recruitment/1068 dated 14-10-2017 in respect of security supervisors.

Original application form along with above enumerated documents are to be sent by ORDINARY post only to National Textile Corporation Ltd (A Government of India Undertaking) Western Region Office NTC House, 15 N M Marg Ballard Estate- 400 001 , so as to reach us latest by 31-10-2018 Speed post/ Registered letter will not be accepted. Applications received after due date will not be considered.

12. **Important Dates:.**

Last date of receiving Physical Copy of application form along with requisite documents.	-17.00 hrs. _31-10-2018
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Western Region Office, NTC House, 15 N M Marg, Ballard Estate- 400 001

APPLICATION FORM

1. Name of the Post Applied for

Self attested Passport
size photograph

2. Name in full
(In Capital Letters)

3. Father's / Husband's
Name

4. Date of Birth
(dd/mm/yyyy format)

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Age as on 30.10.2017

5. Category
(SC/ST/OBC/GENERAL)

6. If belonging to PH/Ex-service/Any Other Reservation Categories (Pls Specify):

7. Sex
(Tick whichever is applicable)

Male	<input type="checkbox"/>	Female	<input type="checkbox"/>
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8. Marital Status
(Tick whichever is applicable)

Married	<input type="checkbox"/>	Single	<input type="checkbox"/>
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9. Correspondence Address	10. Permanent Address

11. Telephone No.

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(STD Code)

(Phone number)

12. Mobile No.

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(do not prefix '0' or '+91')

13. Email id

14. Whether any departmental enquiry is pending against you, if yes then whether you have been contemplated or punished for the same (please specify).....

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15. Criminal Proceedings details, if any: YES/NO

- (a) Whether any FIR or criminal case(s) has ever been registered against you?
- (b) Whether any Criminal Complaint case or FIR or criminal case (s) is pending Against you in Court of Law or with Police at the time of submitting the application form?
- (c) Have you ever been arrested / detained in any criminal case(s)?
- (d) Have you ever been tried & convicted or acquitted by a Court of Law in any criminal case(s)?
- (e) Have you ever been tried and convicted by the Court by filling any bond for good behavior etc.?

16. Case Reference:
If the answers to any of the above mentioned questions is 'YES' then give full particulars of the Criminal complaint case, FIR No. & Date, Under Sections, Police Station, District and present status of the case at the time of filling up this application form:

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17. If after submission of this application form, any criminal case(s) is registered against you or arrested/detained by police in any criminal case relevant details regarding the same should be communicated by you immediately to the NTCL, General Manager (HR), WR Office, NTC House, 15 N M Marg, Bellard Estate – 400 001.failing which it shall be deemed to be suppression of factual information.

18. Educational Qualification

Sl. No.	Name of the Examination	Year of Passing	Board / College / Institution / University	Percentage of Marks
(i)	High School / 10 th / Equivalent			
(ii)	Inter / 12 th / Equivalent			
(iii)	Graduation / Degree			
(iv)	Post Graduation			
(v)	Professional Qualifications (if any)			
(vi)	Any other			

19. Experience (Start from the current experience)

Sl.No.	Name of the Organization and Address	Designation & Scale of Pay / Grade	Period		Last Salary (Gross / Month)	Annual CTC	Total Service
			From	To			
TOTAL POST QUALIFICATION EXPERIENCE (MONTH & YEAR)							

(PLEASE ENCLOSE ADDITIONAL SHEETS IF REQUIRED)

16. Briefly describe your job profile in the current organisation (Please enclose additional sheets if required):

17. Any other relevant information:

I hereby declare that all the information given above is true to the best of my knowledge. In case it is found, at any stage of recruitment process or even after appointment, that I have furnished any incorrect / false information or have suppressed any fact in this regard, my candidature / service is liable to be rejected / terminated without any notice.

Date

Place

Signature of the candidate

Index for Check List

Candidate should mark (√) against relevant column to indicate the documents enclosed with the application form. Please note that the applications without supporting enclosures are liable to be rejected.

Sl. No.	Enclosure details	Attached	
		YES	NO
(i)	Passport size Photograph		
(ii)	Photocopy of Age Proof (10 th Certificate / Mark sheet etc.)		
(iii)	Photocopy of Caste / Category Certificates		
(iv)	Photocopy of Certificates and Mark sheets of Educational Qualifications (10th, 12th, Graduation, Post graduation, Professional Qualifications or others if any)		
(v)	Photocopies of Experience Certificates		
(vi)	Photocopy of Latest Salary Slip		
(vii)	Photocopies of Other certificates and testimonials, if any		

Note: All the above documents are to be self attested

No. documents attached

Signature of the candidate