

HINDUSTAN NEWSPRINT LIMITED
(A Subsidiary of Hindustan Paper Corpn. Ltd.,)
Newsprint Nagar P.O, Kottayam – 686 616
(An ISO 9001 & 14001& OHSAS 18001 Company)

Requires

Post : ATTENDANT - I (25 posts)

ITI (Electrician)	-	5	(2-OBC; 1-SC)
ITI (Automobile Electrician)	-	1	
ITI (Machinist)	-	1	
ITI (Boiler Attendant)	-	3	(1-OBC)
ITI (PASAA)	-	5	(1-OBC)
ITI (Instrument Mechanic)	-	5	(1 –OBC; 1 –SC)
ITI (Laboratory Assistant (ChemicalPlant))/-	-	5	(1 –OBC; 1 –SC)

Attendant/Operator(Chemical Plant))

(one post, reserved for Physically challenged candidate in the category of Hearing handicapped (HH. The degree of disability should be of minimum 40%))

All the above posts will be operated in continuous shifts which would include night shifts.

Qualification and Experience

(For **Electrician/ Automobile Electrician /Machinist/Instrument Mechanic**)

1. Class Tenth passed (X STD) **PLUS** National Trade Certificate (NTC/ ITI) in the trade of **Electrician/ Automobile Electrician /Machinist/Instrument Mechanic**. Should have scored First Class (60%) or above in their

qualifying examination (NTC) and should possess post qualification **National Apprenticeship Certificate (NAC)** in the respective trade.

Minimum one year **post Apprenticeship work experience** (ie experience after apprenticeship)in any large Industry.

(**For Boiler Attendant.**)

2. Class Tenth passed (X STD) **PLUS** National Trade Certificate (NTC/ ITI) in the trade of Fitter and apprenticeship in the trade of **Boiler Attendant**. Should have scored First Class (60%) or above in their qualifying examination (NTC) and should possess post apprenticeship work experience of **one year in high pressure Boilers (rating of minimum 40 kg/cm² pressure and 30 tonnes / hour capacity)**. Training after apprenticeship will also be considered as work experience.

(**For PASAA**)

3. Class Tenth passed (X STD) **PLUS** National Trade Certificate (NTC/ ITI) in the trade of **COPA** and apprenticeship in the trade of **PASAA**, Should have scored First Class (60%) or above in their qualifying examination (NTC) and should possess post apprenticeship work experience of one year. Training will also be considered as working experience.

(**For Laboratory Assistant (Chemical Plant), Attendant /Operator (Chemical Plant)**)

4. Class Tenth passed (X STD) **PLUS** National Trade Certificate (NTC/ ITI) in the trade of **Laboratory Assistant (Chemical Plant), Attendant /Operator (Chemical Plant)**. Should have scored First Class (60%) or above in their qualifying examination (NTC) and should possess post qualification experience of two years in the trade. Apprenticeship or training in the trade will also be considered as experience.

Age : 32 years as on 30th November, 2013; 35 years in the case of OBC (NCL) candidates and 37 years in the case of SC candidates.42 years in the case of Persons with Disability.

Emoluments :

Selected candidates will be appointed in the grade of W3 in the workmen cadre in the pay scale of Rs.7900 - 18100 on a starting basic pay of Rs 7900/- and

Industrial D.A of 85.5% amounting to a total salary of Rs 14654/- (approx) and other benefits such as LTC, Leave and other perks as per Company rules. Workmen will be eligible for medical reimbursement under company rules only if they are not covered under the purview of the ESI- Act.

General Informations and Conditions:

1. Persons employed with Government or Semi-government Organisation /Public Sector Undertakings should submit their application through proper channel.
2. Candidates **should** enclose copies of certificates in proof of age, qualification, experience and caste. Application with incomplete information and/or not accompanied with true copies of all certificates/mark lists/ testimonials regarding age, qualifications, experience, Apprentice training and caste/community certificates or unsigned **are liable to be rejected**. No correspondence regarding the rejection of application in case of ineligibility will be entertained.
3. Applicants should invariably enclose a write-up on the organization where they have worked and furnish reference of their experience. To substantiate the specific requirement of their experience, they shall also furnish the names of two senior officials of the organization they have worked with, details of phone no. and address for verifying the credentials of the applicant.
4. Candidates **without one/two year/s work experience** as indicated above need not apply. This work experience **should be substantiated with proper experience certificate, without which, candidature will be liable to rejection**.
5. All experience should invariably be after acquiring the NTC and NAC for serial no. 1 to 3 under qualification. For sl. no. 4 experience of two years should be after acquiring NTC/ITI in their trade.
6. Candidates desiring to be considered against the quota reserved for OBC should have in their possession a recent certificate from the Tahsildar or other competent authority approved by the Govt. of India certifying that they do not belong to the “creamy layer” of the OBC community.

Relaxations/ Concessions for SC/ST/OBC candidates applying against reserved posts:

SC/ST/OBC candidates applying for **unreserved posts** should meet the requirements prescribed for general category candidates. For SC/ST candidates applying for reserved posts, age will be relaxed by **five years** and qualification relaxed to **55%** marks for the qualifying examination.

In the case of OBC candidates, age alone will be relaxed by **three years**.

Relaxation of age will be applicable to Persons with disabilities and to Ex-Servicemen as per GOI guidelines.

How to Apply

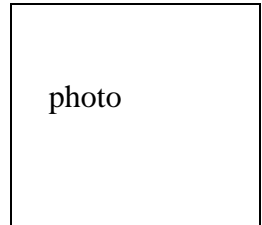
1. Candidates applying for the above posts are advised to possess a valid **e-mail id, which is to be retained active for atleast a year as all communications shall be sent through e-mail only.**
2. Candidates fulfilling the prescribed qualifications and experience etc. may send their resume to the **Senior Manager (HR&ES) at the address given above** in the following format along with true copies of certificates, mark lists, recent passport size photograph (to be pasted on the application) in an envelope super scribed with **“Application for the Post of**” enclosing a demand draft or Indian Postal Order for Rs.100/- in favour of **Hindustan Newsprint Ltd.,** (not required for SC/ST, PWD candidates) payable at Ernakulam/ Mevelloor so as to reach on or before **16th December 2013.**
3. Applications should be sent **only through post.** No application will be received directly from any individual. Hence candidates may apply sufficiently in advance.

SENIOR MANAGER (HR&ES)

“CANVASSING IN ANY FORM WILL BE A DISQUALIFICATION”

(Applicants can Type this form separately if more space is required / write neatly in capital letters)

APPLICATION FOR THE POST OF



1. Full Name (in BLOCK letters) :

2. Father's Name :

3. Full Present postal address with
PIN Code

District: State:

4. Permanent address with PIN Code :

District: State:

5. Date of Birth :

6. Age as on 30/11/2013:

Years _____ Months _____ Days _____

7. Nationality :

8. a) Whether belong to SC/ST/OBC / : YES/NO

(If Yes, state name of SC/ST/OBC and enclose attested xerox copy of relevant certificate)

b) Person with Disability / Ex-serviceman : YES/NO

9. Sex : Male/Female

10. Marital Status : Single/Married/Widower/Widow):

11. Educational Qualifications:

Examination passed	Board/ University	Year of passing	% of marks secured	Class Obtained

12. Experience particulars of all previous and present employment are to be furnished including training/apprenticeship undergone.

Post held	Period		Name of the Employer with full address	Nature of duties/work	Reasons of leaving
	From	To			

13. Details of the organization worked and the nature of work experience (Pl. see the experience requirement in the notification). Please enclose as annexure if space is not sufficient.

14. Languages known to speak, read and write

Language	Speak	Read	Write

15. Phone No. and e-mail id (All the three columns are to be filled)**Land Phone**.....**Mobile****e-mail id**.....

16. Details of DD/IPO

17. Reference of two senior officials from the Industry shown in the experience certificate

Ref. 1 Address and Phone no.

Ref. 2 Address and Phone No.

Date:

Signature