



भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड  
SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.  
भारत सरकार के पूर्ण स्वामित्वाधीन  
WHOLLY OWNED BY GOVT. OF INDIA

Advt.No.08/2013-OP

## Research and Development Capacity Building in SPMCIL

Security Printing & Minting Corporation of India Limited (SPMCIL), a Schedule 'A' Mini-ratna Category-I Central Public Sector Enterprise wholly owned by Government of India, started functioning as a Corporatized entity with effect from 13<sup>th</sup> January, 2006. The objective and the business of the Company is designing, manufacturing security papers, Printing Currency & Bank notes, Passports, non-judicial stamp papers, postage stamps and Minting of the Coins.

SPMCIL is under the administrative control of Department of Economic Affairs, Ministry of Finance having its registered and Corporate Office at Jwahr Vyapar Bhawan, Janpath, New Delhi - 110001.

The Operational units of the Company are strategically located across the Country having its four Mints at Mumbai, Kolkata, Hyderabad and Noida, four Currency / Security presses at Nashik, Dewas and Hyderabad. Besides indigenization of currency paper, SPMCIL is committed to the cause of Research and Development activities in all operational areas which includes Designing, Manufacturing of Bank note and security papers and minting of coins.

With the above background, the Company is looking forward to recruit high caliber and talented professionals having potential to strengthen the Research & Development set up of SPMCIL and accordingly invites applications for the following posts:

Name of the Post	Level	Scale of Pay (IDA)	Total No. of Post(s)	Maximum Age (As on 30.11.2013)
Dy. General Manager (R&D)	E-6	Rs. 36600-62000/-	1-OBC	45
Manager-R&D	E-4	Rs. 29100-54500/-	1-SC	40
Deputy Manager-R&D	E-3	Rs. 24900-50500/-	1-UR	40



3. A non-refundable Bank Demand Draft for Rs. 100/- drawn in favour of "**Security Printing and Minting Corporation of India Ltd**". payable at New Delhi is to be enclosed. Candidates are advised to write their name and post applied on the reverse side of the Demand Draft. No application fee need to be paid by the candidates belonging to SC/ST/Physically challenged category.
4. Candidates applying for multiple positions have to make separate application with prescribed fee for each of the positions.
5. The application should be accompanied with self-attested copies of certificates in support of educational qualification, age and experience. 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 Govt. of India, issued by Competent Authority for appointment to the post under Govt. of India and for Central Government PSU.
6. Duly completed application should be sent to the DGM (Pers.), Security Printing & Minting Corporation of India Ltd., 16<sup>th</sup> Floor, Jawahar Vyapar Bhawan, Janpath, New Delhi - 110 001 through **registered/speed post** only within 30 days from the publication of this advertisement. Applications received late/incomplete will be rejected. SPMCIL Management will not be responsible for any postal delay/loss of documents during transit.
7. **Applications without supporting documents in respect of age, caste, qualification, experience, last salary drawn and application fee will be rejected.**

**GENERAL CONDITIONS:**

1. Mere conformity to the job requirement will not entitle a candidate to be called for interview. Management reserves the right to reject the application without assigning any reason and to raise the standard of specifications to restrict the number of candidates to be called for interview. The recruitment process can be cancelled / suspended / terminated without assigning any reason. The decision of the management will be final and no communication shall be entertained in this regard.
2. Candidates called for interview will be entitled for reimbursement of train fare (to and fro) (except Rajdhani & Shatabdhi Express, Duronto) from the place of their mailing address to the place of Interview by 2 tier AC Class in case of DGM level and 3-tier AC Class in case of Manager and DY. Manager level post.

3. Applications that are not in conformity with the requirements indicated in this advertisement, incomplete applications and those received after the last date and also, applications not accompanied with requisite demand draft will not be entertained.
4. Wherever applicable, candidates should send their application through proper channel. The employees of Central/State Govt./PSUs/Autonomous Bodies, etc. should apply through proper channel or shall produce NOC at the time of interview.
5. Age relaxation: The upper age limit specified in the advertisement is for general candidates from the open market. Relaxation in upper age limit to SC/ST/OBC/PH/Ex-servicemen will be as per extant Government rules.
6. **Computation of age, minimum post-qualification experience and qualification shall be as on 30.11.2013.**

In case of internal candidates, the age relaxation upto 5 years will be considered in conformity with DOPT guidelines on the same lines as applicable to Govt. employees.
7. In order to regulate the number of candidates to be called for interview, if so required, SPMCIL Management reserves the right to raise the minimum eligibility standards/criteria.
8. Management reserves the right to call or not to call any/all candidates who have responded against this advertisement.
9. In case of large number of applications, SPMCIL Management may conduct a written test/pre-interview round for shortlisting of candidates.
10. SPMCIL Management reserves the right to fill up the post or increase/decrease the number of posts or even to cancel the whole process of recruitment without assigning any reasons thereof.
11. No correspondence will be entertained with candidates not selected for interview/post.
12. Canvassing in any form will be a disqualification.

**DGM (Personnel)**

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**SECURITY PRINTING AND MINTING CORPORATION OF INDIA LTD.**  
**(Wholly Owned by Government of India)**  
**16<sup>TH</sup> Floor, Jawahar Vyapar Bhawan, New Delhi-110 001.**  
**www.spmcil.com**

**EMPLOYMENT APPLICATION FORM**

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1. Name of the Post
2. Name of the candidate
3. Father's Name
4. Date of Birth  
(Age as on 30.11.2013 - DD MM YY)
5. Permanent Address
6. Address for correspondence
7. Phone numbers (office)  
(Residence)  
Mobile  
Fax  
E-mail
8. Religion
9. Nationality
10. Whether belonging to SC/ST/OBC/Minority/  
Ex-serviceman/physically handicapped

Recent Passport size photo
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11. Details of Educational Qualifications starting from requisite professional qualification to matriculation:

S.No.	Details of Exams Passed	Year & Month of Passing	Subject	Div. / Class and% of marks Obtained	Name of the University/ Institution

12. Details of Experience starting from latest employment:

Name of Organisation	Designation	Period (With date, month & year)		Pay-scale (Grade Pay in case of CDA scale)	Present Basic Pay Total Emoluments Last Drawn/CTC in case of Pvt. Sector	Brief description of present duties
		From	To			

13. Whether any relative already working with SPMCIL.  
If yes, specify the relationship.

14. Details of Computer knowledge & Experience

15. Details of Training to your profession attended.

Name of Course	Institute	Contents

16. Details of Bank draft for Rs.100/- :

Name of Bank\_\_\_\_\_DD No.\_\_\_\_\_Date\_\_\_\_\_

17. Copies of Certificates/testimonials enclosed.

1. 3.

2. 4.

**DECLARATION:**

I hereby affirm and declare that the statements made in the application are true and unexaggerated. I undertake that any misrepresentation or material omission made in this application form will render the undersigned liable to immediate dismissal.

Date:

Place:

(Signature of the Candidate)