

## DETAILED ADVERTISEMENT (ADVT. NO. BCPL-NE/01/2012)

### Category-Wise Distribution of Posts

SN.	Post	Grade	Upper age limit**	No. of Posts				
				UR	OBC*	SC	ST	Total
1	Foreman (Chemical)	S-5	32	08	04	01	02	<b>15</b>
2	Foreman (Mechanical)	S-5	32	01	01	-	-	<b>02</b>
3	Foreman (Electrical)	S-5	32	03	01	-	01	<b>05</b>
4	Foreman (Instrumentation)	S-5	32	02	01	-	01	<b>04</b>
5	Junior Superintendent (Human Resources)	S-5	32	01	-	-	-	<b>01</b>
6	Junior Superintendent (Hindi)	S-5	32	01	-	-	-	<b>01</b>
7	Operator Trainee (Chemical)	S-3	28	05	03	01	01	<b>10</b>
8	Technician Trainee (Mechanical)	S-3	28	05	02	01	02	<b>10</b>
9	Technician Trainee (Electrical)	S-3	28	05	03	-	02	<b>10</b>
10	Technician Trainee (Instrumentation)	S-3	28	05	03	01	01	<b>10</b>
11	Operator (Fire)	S-3	30	06	02	01	01	<b>10</b>
12	Steno Assistant (Human Resources)	S-3	28	02	01	-	-	<b>03</b>
13	Accounts Assistant (Finance & Accounts)	S-3	28	01	01	-	-	<b>02</b>
14	Jr. Fireman Trainee	S-0	25	05	03	01	01	<b>10</b>
<b>Total</b>				<b>50</b>	<b>25</b>	<b>06</b>	<b>12</b>	<b>93</b>

*UR – Un-Reserved, OBC-Other Backward Classes, SC-Scheduled Caste and ST – Scheduled Tribe*

*\* Non-Creamy Layer*

*\*\*Upper Age limit for General Category*

**Pay Scale, Minimum Essential Qualifications and Minimum Essential Experience required in respect of above posts are indicated**

SN	Post, Grade & Pay Scale	Minimum Essential Educational Qualification	Minimum Essential Experience	Upper Age Limit
1	<b>Foreman (Chemical)</b> Grade: S-5 Pay scale: ₹ 12,000 – 29,000/-	Diploma in Engineering in Chemical / Petrochemical/Chemical Technology/ Petrochemical Technology with minimum <b>60%</b> marks.	<b>2 years</b> Post Qualification Experience in line.	32 years
2	<b>Foreman (Mechanical)</b> Grade: S-5 Pay scale: ₹ 12,000 – 29,000/-	Diploma in Engineering in Mechanical / Production / Production & Industrial / Manufacturing / Mechanical & Automobile with minimum <b>60%</b> marks.	<b>2 years</b> Post Qualification Experience in line.	32 years
3	<b>Foreman (Electrical)</b> Grade: S-5 Pay scale: ₹ 12,000 – 29,000/-	Diploma in Engineering in Electrical / Electrical & Electronics with minimum <b>60%</b> marks.	<b>2 years</b> Post Qualification Experience in line.	32 years
4	<b>Foreman (Instrumentation)</b> Grade: S-5 Pay scale: ₹ 12,000 – 29,000/-	Diploma in Engineering in Instrumentation / Instrumentation & Control / Electronics & Instrumentation / Electrical & Instrumentation / Electronics /Electrical & Electronics with minimum <b>60%</b> marks.	<b>2 years</b> Post Qualification Experience in line.	32 years
5	<b>Jr. Superintendent (HR)</b> Grade: S-5 Pay scale: ₹ 12,000 – 29,000/-	Bachelor Degree with Diploma in Personal Management / Industrial Relations with minimum <b>55%</b> mark in each. Candidates should be proficient in operations of personal computer.	<b>2 years</b> Post Qualification Experience in line.	32 years
6	<b>Jr. Superintendent (Hindi)</b> Grade: S-5 Pay scale: ₹ 12,000 – 29,000/-	Bachelors Degree in Hindi Literature with minimum <b>55%</b> marks and Degree or Diploma in translation in Hindi to English and vice-versa from any recognized University or equivalent. Should have English as one of the subjects in graduation.	<b>3 years</b> Post Qualification Experience in line.	32 years

7	<b>Operator (Chemical)- Trainee</b>  Grade: S-3  <b>Stipend as per Company Rules</b>	Bachelor Degree in Science (B.Sc.) with subjects of Physics, Chemistry & Mathematics with minimum <b>55%</b> marks or B.Sc. (Hons.) in Chemistry with minimum <b>55%</b> marks.	To be taken as Trainee for a minimum period of <b>one year</b> training with stipend	28 years
8	<b>Technician (Mechanical)- Trainee</b>  Grade: S-3  <b>Stipend as per Company Rules</b>	Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in Fitter / Diesel mechanic / Machinist / Turner trade.	To be taken as Trainee for a minimum period of <b>two years</b> training with stipend	28 years
9	<b>Technician (Electrical)- Trainee</b>  Grade: S-3  <b>Stipend as per Company Rules</b>	Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in Electrical / Wireman trade.	To be taken as Trainee for a minimum period of <b>two years</b> training with stipend	28 years
10	<b>Technician (Instrumentation)- Trainee</b>  Grade: S-3  <b>Stipend as per Company Rules</b>	Matric plus ITI Tradesman ship/ National Apprenticeship Certificate in Instrumentation trade.	To be taken as Trainee for a minimum period of <b>two years</b> training with stipend	28 years
11	<b>Operator (Fire)</b>  Grade: S-3  Pay scale: ₹ 10,900 – 27,000/-	<b>10+2</b> or equivalent with minimum <b>06 months</b> Fireman's Training course. Driving License for heavy vehicle/ Fire Tenders; Proficiency in operating the pump/ other firefighting equipment	2 years Post Qualification Experience in line.	30 years
12	<b>Steno Assistant (HR)- Trainee</b>  Grade: S-3  <b>Stipend as per Company Rules</b>	Bachelor Degree with minimum <b>55%</b> marks and minimum typing speed of <b>40 w.p.m</b> in English (in computer) and minimum speed of <b>80 w.p.m.</b> in Shorthand. Candidates should be proficient in operations of personal computer.	To be taken as Trainee for a minimum period of <b>two years</b> training with stipend	28 years

13	<b>Accounts Assistant (F&amp;A)- Trainee</b>  Grade: S-3  <b>Stipend as per Company Rules</b>	Bachelor Degree in Commerce (B.Com) with minimum <b>55%</b> marks and minimum typing speed of <b>40 w.p.m</b> in English (in computer). Candidates should be proficient in operations of personal computer.	To be taken as Trainee for a minimum period of <b>two years</b> training with stipend	28 years
14	<b>Jr. Fireman- Trainee</b>  Grade: S-0  <b>Stipend as per Company Rules</b>	<b>10<sup>th</sup> Pass</b> with minimum <b>06 months</b> Fireman Training course.	To be taken as Trainee for a minimum period of <b>one year</b> with stipend	25 years

**1. TERMS AND CONDITIONS IN RESPECT OF ESSENTIAL QUALIFICATION(S) AND ESSENTIAL EXPERIENCE:**

- 1.1 Post Graduate and Graduate** qualifications must be from UGC recognized Indian University / UGC recognized Indian Deemed University or AICTE approved Autonomous Indian Institution (wherever applicable). **Diploma** qualifications (for technical disciplines) should be recognized by respective State Board of Technical Education. Industrial Training Institute (ITI) / National Apprenticeship Certificate (NAC) qualification should be recognized by State Council of Technical and Vocational Training (SCTVT) / National Council of Technical and Vocational Training (NCTVT).
- 1.2** Minimum percentage of marks in the essential qualification as indicated above shall be aggregate of all semesters to be calculated taking average of all semesters/years, irrespective of the weightages given to any particular semester/year by the Institute/University.
- 1.3** Wherever Cumulative Grade Point Average (CGPA) / Overall Grade Point Average (OGPA) or letter grade in a Degree/Diploma is awarded, equivalent percentage of marks should be indicated in the application as per norms adopted by University/Institutes.
- 1.4** Relevant experience mentioned against each vacancy should be necessarily post qualification. Industrial/Vocational/Apprentice Training as part of course will not be considered as experience. For the above posts, Minimum Essential Post Qualification Experience should be as on **01.11.2012**.

**2. RELAXATION IN MINIMUM PERCENTAGE OF MARKS IN EDUCATIONAL QUALIFICATIONS**

Relaxations in minimum percentage of marks in essential qualifications in respect of SC/ST and PH candidates have been provided as per following -

- 2.1 Wherever marks have been specified as **60% and 55%**, **relaxed minimum educational qualification percentage in respect of SC/ST and PH candidates is 55% and 50% respectively.**
- 2.2 SC/ST candidates applying for a post marked unreserved (UR) will not be provided any relaxation in minimum qualifying percentage of marks in educational qualification.

### **3. AGE LIMIT AND AGE RELAXATION**

- 3.1** The cutoff date for determining upper Age Limit will be **01.11.2012**
- 3.2** The upper age limit is relaxable by 5 years for SC/ST candidates, 3 years for OBC (Non-Creamy Layer) candidates. It is relaxable by 10 years for PH-General, 13 years for PH-OBC and 15 years for PH-SC/ST candidates. The upper age limit is also relaxable by 5 years for candidates domiciled in the state of Jammu & Kashmir between 1.1.1980 and 31.12.1989.
- 3.3** SC/ST/OBC candidates applying for a post marked unreserved (UR) will not be provided any relaxation in age limit.
- 3.4** In case of Ex-servicemen who have put in not less than six months continuous service in the Armed Forces of the Union, they shall be allowed to deduct the period of such service from their actual age, and if the resultant age does not exceed by more than 3 years the maximum age limit prescribed for the posts/ services for which a candidate seeks appointment, he/she be deemed to satisfy the conditions regarding the age limit.

### **4. EMOLUMENTS**

Besides Basic Pay, Variable Dearness Allowance (VDA) at the applicable rates and other allowances and benefits as applicable will be admissible as per company rules in force and amended from time to time.

### **5. APPLICATION FEE**

- 5.1** Candidates belonging to General and OBC (Non Creamy Layer) category are required to pay a non- refundable application fees of **₹ 50/- (Rupees fifty only)** by **Demand Draft / Pay Order** drawn in favour of **Brahmaputra Cracker and Polymer Limited** payable at **Dibrugarh, Assam**. Name of the candidate and post applied for should invariably be written on the back side of the demand draft. The Application once made will not be allowed to be withdrawn and the application fee once paid will not be refunded on any account nor would this fee be held in reserve for future exam/ selection.
- 5.2** SC/ST/PH candidates are exempted from payment of application fees. However, for claiming exemption in application fees, SC/ST candidates will have to attach an attested copy of SC /ST certificate as applicable, issued by the Competent Authority in the prescribed format and PH Candidates claiming exemption in application fees will have to attach an attested copy of disability certificate in the prescribed format issued by Competent Authority at the time of forwarding hard copy of the Application Form.

### **6. HOW TO APPLY**

- 6.1** A candidate can apply for one post only. Candidates applying for more than one post will **not be considered**.
- 6.2** Candidates will be required to submit their application in the prescribed format (in hard copy by post). Prescribed application format to be downloaded from the **website: [www.bcplonline.co.in](http://www.bcplonline.co.in)** No other means / mode of application shall be accepted.
- 6.3** **A recent passport size colour photograph should be firmly pasted on the application and should be signed across by the candidate. Without photograph and signature across it, the application will be rejected.** Three copies of the same photo should be retained by the candidate for use at the time of interview/test. Candidates are advised not to change their appearance till the recruitment process is complete. Failure to produce the same photograph at the time of interview/test, may lead to disqualification.

6.4 Candidates will be required to enclose attested true copies of the following testimonials / documents along with their application:

- i. Document in support of Date of Birth proof.
- ii. Caste/Tribe certificate (for SC/ST/OBC candidates as applicable) in the prescribed format issued by the Competent Authority, Disability certificate (in case of PH candidates) in the prescribed format issued by the Competent Authority and Ex-servicemen Proof (in case of Ex-servicemen candidates). OBC (Non Creamy Layer) category certificate, issued by the Competent Authority, should be latest.
- iii. All Certificates / Testimonials in respect of qualifications (all semester/ year wise Mark Sheet & Degree certificate starting from matriculation onwards).
- iv. Experience certificates / Documents issued by the Employer in support of experience details mentioned by candidate in the Application Form.
- v. NOC / Forwarding Letter from the employer in case candidate is employed in a Central / State Government / PSU / Semi Government organization.

**Candidates should ensure that they submit all the documents mentioned above. In the event of failure of candidate to submit any of the required documents as mentioned above within the stipulated time, candidature of such candidate shall be liable to be rejected.**

7. Application duly completed in all respects along with the attested true copies of the testimonials / documents should be sent by speed post/ordinary post/ courier on or before **17.12.2012** in a cover super scribed "**APPLICATION FOR THE POST OF** **“(NAME OF THE POST APPLIED FOR)”**as the case may be to the following address:

**Deputy General Manager (HR)  
Brahmaputra Cracker and Polymer Limited (BCPL),  
Main Fire Station Building,  
Project Site Office,  
PO - Lepetkata,  
Dibrugarh, Assam  
PIN -786006**

BCPL will not be responsible for postal delay or loss / non-delivery thereof. No correspondence in this regard will be entertained. BCPL will also not take responsibility to connect any certificate / remittance sent separately.

#### **8. HEALTH/MEDICAL FITNESS**

Appointment to the above posts will be subject to the candidate being medically fit as per the standards prescribed for the post by the Company. Every candidate appointed to a post in the Company shall be required to obtain medical report in the prescribed proforma from the Central/State Government Hospital or BCPL's authorized hospitals or from a Civil Surgeon before being considered for appointment to the Services of the Company. The opinion of the Medical Officer authorized by the Company in this regard shall be final.

## **9. SELECTION PROCESS**

Selection process will involve Written Test and/or Trade Test and/or Endurance Test and/or Computer Proficiency Test and/or Interview. The list of eligible candidates shortlisted for undergoing trade test and/or Interview will be made available at BCPL Website along with venue, date and time. List of the selected candidates will also be hosted on BCPL Website. Candidates are advised to check their e-mails and visit BCPL website [www.bcplonline.co.in](http://www.bcplonline.co.in) regularly.

## **10. OTHER TERMS AND CONDITIONS**

- 10.1. The candidates should ensure that they fulfill all eligibility criteria and other conditions of this advertisement. Mere admission to the Test(s) and / or Interview does not imply that the Company (BCPL) has been satisfied about the candidate's eligibility. In case it is detected at any stage of the recruitment process that a candidate does not fulfill any of the eligibility criteria, and / or that he / she has furnished any incorrect information/ false certificate or has suppressed any material fact(s), his / her candidature will stand cancelled. The fee paid by ineligible candidates shall be forfeited. No correspondence shall be entertained in this regard. If any of these shortcoming(s) is /are detected even after appointment, his / her services will be summarily terminated.
- 10.2. Request for change of Mailing address / Email / Category / Posts as mentioned in the application will not be entertained.
- 10.3. Candidates should possess a valid email ID. Candidates are advised to keep the email ID (to be entered compulsorily in the application form) active for at least one year. No change in the email ID will be allowed once entered. All correspondence with candidates shall be done through email only. **All information / communication regarding Test(s) and / or interview call letters etc. shall be provided through email to the candidates found apparently eligible based. Responsibilities of receiving and downloading of information / communication etc. will be of the candidate. BCPL will not be responsible for any loss of email sent, due to invalid / wrong email ID provided by the candidate and no correspondence in this regard will be entertained.**
- 10.4. Category (SC/ST/OBC/PH) once mentioned in the application form **will not be changed and no benefit of other category will be admissible later on.**
- 10.5. The OBC candidates who belong to “CREAMY LAYER” are **not** entitled for **OBC concession** and such candidates have to indicate their category as “General”.
- 10.6. Relaxations / Reservations for SC/ST/OBC (Non Creamy Layer)/PH (degree of disability 40% or above) / Ex-Servicemen as per Government Directives are applicable.
- 10.7. For claiming the benefit of **Physically Handicapped**, the candidates should produce Medical Certificate issued by a Medical Board attached to the Special Employment Exchange / Vocational Rehabilitation Centre for PH or Head of concerned Department of a Government Civil Hospital satisfying the prescribed disability criteria. Candidates are required to submit the certificate in the prescribed format in support of their claim. Prescribed formats are hosted at **BCPL website: [www.bcplonline.co.in](http://www.bcplonline.co.in)** In case, the candidate fails to produce the certificate in the prescribed format issued by Competent Authority, his / her candidature **will not be considered.**
- 10.8. Candidates from **SC/ST/OBC (Non Creamy Layer)** category should produce latest caste certificate in the proforma prescribed by the Govt. and issued by Competent Authority in the prescribed format as per the guidelines of Government of India in support of their claim. Prescribed formats are hosted at **BCPL website: [www.bcplonline.co.in](http://www.bcplonline.co.in)**. In case, the candidate fails to produce the certificate in the

prescribed format issued by Competent Authority, his / her candidature will not be considered.

- 10.9. Ex-servicemen fulfilling eligibility criteria can apply against the above posts along with relevant service certificates and qualification documents prescribed above. Ex-servicemen applying for the above vacancies must submit a certificate indicating the equivalence of their qualification to that advertised, failing which the application will be rejected, without further reference in this regard.
- 10.10. Outstation SC/ST candidates called for written test / interview shall be reimbursed second-class rail / bus fare from the place of residence to the place of written test / interview by the shortest route subject to production of documentary evidence of rail tickets / bus tickets as per rules.
- 10.11. Candidates presently employed in Central/State Government / PSU / Autonomous bodies shall either forward their application through **Proper Channel** or shall produce **NOC** from their present employer at the time of Interview. In case, the application of the candidate is not forwarded through proper channel or the candidate fails to produce NOC from his/her present employer at the time of interview, his / her candidature will not be considered.
- 10.12. Candidature of the applicant is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- 10.13. BCPL reserves the right to raise the minimum eligibility standards. The Management also reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
- 10.14. The prescribed qualification / experience are the minimum and mere possession of the same does not entitle a candidate for written test(s) / interview. BCPL's decision shall be final in this regard.
- 10.15. Decision of BCPL in all matters regarding eligibility, conduct of Trade test or any other test, Interview, selection process, posting to any location, etc. would be final and binding on all candidates.
- 10.16. **Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.**
- 10.17. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of **Dibrugarh Court** only.
- 10.18. In case any dispute arises on account of interpretation in versions other than English, **English version will prevail.**

## 11. **IMPORTANT DATES**

a.	<i>Availability of application form and other prescribed documents in BCPL website</i>	From <b><u>19.11.2012</u></b> to <b><u>17.12.2012</u></b>
b.	<i>Last date of receipt of duly filled application form at BCPL, Dibrugarh</i>	<b><u>17.12.2012</u></b>

**ADVT. NO. BCPL – NE/01/2012**