



**NATIONAL FERTILIZERS LIMITED**  
(A Government of India Undertaking)  
(CIN : L74899DLI974GOI007417)

A - 11, Sector - 24, Noida,  
District Gautam Budh Nagar, Uttar Pradesh - 201301.  
Phone Nos.: 0120-2412294, 2412445 Fax 0120-2412397

**Advertisement No.: 05/2020**

**Dated: 22.12.2020**

National Fertilizers Limited (NFL) is a Mini-Ratna, premier and profit-making Fertilizer Central Public Sector Undertaking engaged in manufacturing and marketing of fertilizers and other agricultural inputs with a Vision of being a leading Indian company in fertilizers and beyond, with commitment to all stakeholders. NFL is looking for bright, young, energetic, dynamic and result oriented professionals with initiative for manning the position of Management Trainees in following disciplines for its Offices/Units:

**A. VACANCY POSITION (Table-01)**

POST CODE	NAME OF THE POST & DISCIPLINE	PAY SCALE (₹)	NUMBER OF VACANCIES #	UR	RESERVATION					POSTS IDENTIFIED FOR PwBD CATEGORIES @
					SC	ST	OBC (NCL)	EWS **	PwBD \$	
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)	(xi)
01	MT (CHEMICAL)	40000-140000	04	03	-	-	01	-	-	OH: OL HH
02	MT (MECHANICAL)	40000-140000	07	05	01	-	01	-	-	OH: OL HH
03	MT (ELECTRICAL)	40000-140000	04	03	-	-	01	-	-	OH: OL HH
04	MT (INSTRUMENT -ATION)	40000-140000	05	04	-	-	01	-	-	OH: OL HH
05	MT (CIVIL)	40000-140000	01	01	-	-	-	-	-	OH: OA, OL HH
06	MT (CHEMICAL LAB)	40000-140000	07	05	01	-	01	-	01-OH	OH: OA, OL
07	MT (FIRE & SAFETY)	40000-140000	02	02	-	-	-	-	-	Not Identified for PwBD

**Abbreviations:**

'MT' - Management Trainee; 'UR' - Unreserved; 'SC' - Scheduled Caste; 'ST' - Scheduled Tribe; 'OBC (NCL)' - Other Backward Classes (Non-Creamy Layer); 'EWS' - Economically Weaker Section; 'PwBD' - Divyangjan or Persons with Benchmark Disabilities; 'OH' - Orthopedically Impaired; 'OA' - One Arm affected; 'OL' - One Leg affected; 'HH' - Hearing Impaired;

# The number of vacancies are tentative and may increase or decrease at the absolute discretion of NFL and in compliance of the Presidential Directives on reservation at the time of appointment. Accordingly, NFL reserves the

right to cancel/restrict/enlarge/ modify/alter the requirements advertised, if need so arises, without any further notice or assigning any reason thereof. In addition to the notified vacancies a panel of candidates shall also be created for vacancies caused by cessation of service of selected candidates, arising within one year from date of empanelment. Posts shall be filled according to reservation position. Accordingly, SC/ST/OBC/PwBD/EWS category candidates are encouraged to apply. Further, NFL also reserves the right to raise/relax the minimum eligibility standards and to fill/ not to fill any or all of the above positions.

§ PwBD reservation is applied on horizontal inter-locking basis in either of UR/SC/ST/OBC/EWS vacancies. Refer to Clause No. F(9) of this advertisement.

@ The PwBD categories identified for above posts are as per the latest list of "Group A - Posts identified for Persons with Disabilities (New)" available on the website of Department of Empowerment of Persons with Disabilities (Divyangjan), Ministry of Social Justice and Empowerment, Government of India at <http://disabilityaffairs.gov.in> as on the date of advertisement. Please refer to Clause No. F(8) of this advertisement in this regard also.

\*\* EWS vacancies are tentative and subject to further directives of GoI and outcome of any litigation. The appointment against the reserved vacancies for EWS will be provisional and is subject to the Income and Asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate. The Income and Asset Certificate issued by any one of the authorities mentioned in the prescribed format as given on our website shall only be accepted as proof of candidate's claim as belonging to EWS.

## **B. AGE, QUALIFICATION, ELIGIBILITY CRITERIA (Table-02)**

Post Code	Post Name	Maximum Age	Minimum Educational Qualification
01	MT (CHEMICAL)	27 Years	Full time regular Engineering Degree (B.Tech./B.E./B.Sc. Engg.) in Chemical Engineering or Chemical Technology from recognized Institute with minimum 60% marks. <b>OR</b> AMIE in Chemical Engineering.
02	MT (MECHANICAL)	27 Years	Full time regular Engineering Degree (B.Tech./B.E./B.Sc. Engg.) in Mechanical Engineering from recognized Institute with minimum 60% marks. <b>OR</b> AMIE in Mechanical Engineering.
03	MT (ELECTRICAL)	27 Years	Full time regular Engineering Degree (B.Tech. /B.E./B.Sc. Engg.) in Electrical Engineering from recognized Institute with minimum 60% marks. <b>OR</b> AMIE in Electrical Engineering.
04	MT (INSTRUMENTATION)	27 Years	Full time regular Engineering Degree (B.Tech./B.E./B.Sc. Engg.) in Instrumentation / Electronics & Communication / Instrumentation & Electronics / Electronics & Electrical Engineering from recognized Institute with minimum 60% marks. <b>OR</b> AMIE in Electronics & Communication Engineering.
05	MT (CIVIL)	27 Years	Full time regular Degree (B. Tech./ B.E.) in Civil Engineering from recognized Institute with minimum 60% marks. <b>OR</b> AMIE in Civil Engineering.
06	MT (CHEMICAL LAB)	27 Years	Full time regular M Sc (Chemistry ) with minimum 60% marks.
07	MT (FIRE & SAFETY)	27 Years	Full time regular Degree (B. Tech./ B.E.). in Fire Engg. / Safety & Fire Engg. with Minimum 60% marks. <b>OR</b> Full time regular Degree (B. Tech./ B.E./ BSc Engg.) in Electrical / Mechanical / Chemical with Divisional Officers Course from National Fire Service College (NFSC), Nagpur with minimum 60% marks both in degree in engineering and Divisional officer course.

- Maximum age mentioned on the above table is for 'UR' category. Relaxations to SC/ST/OBC/ PwBD/ ExSM in age criteria are mentioned in Clause Nos. G.12 to G.15 of this advertisement.
- The prescribed minimum educational qualifications should be completed on **full time regular basis** with minimum 60% marks (50% for SC/ST/PwBD) from a University/Institute recognized by

UGC/AICTE. However, departmental candidates, who have acquired degree/diploma through correspondence/part time course from approved/recognized institutes with prior permission of the Management during their employment in NFL, will be eligible to apply. The term 'departmental candidates' means those candidates who are currently working with NFL as permanent employees and not wards of NFL employees.

- c) **No claim of possession of a qualification equivalent to a prescribed qualification shall be entertained.**
- d) Minimum percentage of marks in the minimum educational qualification as indicated above shall be aggregate of all semesters/years to be calculated taking average of all semesters/years, irrespective of the weightage given to any particular semester/year by the Institute/University.
- e) Wherever CGPA/OGPA or letter grade in a degree is awarded; equivalent percentage of marks should be indicated in the Application Form as per norms adopted by the University/Institute. Where no norms have been specified, the CGPA/OGPA will be presumed to have been provided on a 10 point scale. Candidates having CGPA/OGPA or letter grade in a degree, however, will invariably have to produce a copy of these conversion norms/no norms with respect to his/her University/Institute at the time of Interview.
- f) **Candidates possessing Degree/AMIE not mentioning the area of specialization will have to produce certificate of specialization in the relevant field in qualifying subject, from its University/Institute failing which he/she may not be allowed to attend the personal interview. It may be noted that it shall be responsibility of the candidate to verify and substantiate his claim of having requisite specialization in the advertised qualifying subject and no queries/correspondence shall be entertained in this regard at the time of interview.**
- g) **Only those candidates who have completed their Degree/ AMIE (minimum required educational qualification) and whose final year results have been declared as on cutoff date are eligible to apply.** It may be noted that candidates would be required to produce final year mark sheet/ degree completion certificate at the time of personal interview failing which they may not be allowed to attend the same. Accordingly, candidates, who are studying in final year and his/her result is awaited as on cutoff date, will not be entertained.

### **C. CUT OFF DATE**

The cut-off date for determining eligibility criteria in respect of minimum educational qualification, age and all aspects for this advertisement shall be **30.11.2020** and will remain unchanged irrespective of any reason whatsoever.

### **D. APPLICATION FEES**

Non - refundable Application Fee of ₹ 700/- (Rupees Seven Hundred only) plus Bank Charges are required to be paid by General, OBC and EWS category candidates at the time of submission of online Application Form. Candidates can opt to pay either through internet banking account or Credit/ Debit card. No other mode of payment of Application Fee would be accepted. Application Fee once paid will not be refunded under any circumstances. Candidates are, therefore, advised to verify their eligibility before payment of Application Fee. SC/ST/PwBD/ExSM/Departmental category candidates are not required to pay any Application Fee.

### **E. SELECTION PROCESS**

#### **1. APPLY ONLINE**

- i. Candidates are required to apply online providing details regarding age, date of birth, qualification, division and percentage of marks obtained, year of passing and respective School/College/University, work experience including position held, name of employers with address, nature of duties, period of service, scale of pay, salary drawn, choice of city to be opted for online test and other requisite information/declaration. Candidates are also required to upload the scanned copy of following documents, without which their application will not be accepted:
  - a. Matriculation Certificate for age proof;

- b. Final Marksheet / Degree, as applicable, for proof of meeting educational qualification;
  - c. Caste Certificate/ EWS Certificate, if applicable;
  - d. Divyang/PwBD certificate if applicable;
  - e. Experience Certificate, if applicable;
  - f. ID Proof issued by Government authority.
- ii. Candidates fulfilling the prescribed eligibility criteria should apply online through NFL website: "www.nationalfertilizers.com". No other means/mode of application shall be accepted. **The relevant link for submission of online application will be available from 1000 hours on 22.12.2020 on NFL website [www.nationalfertilizers.com](http://www.nationalfertilizers.com) → Careers → Recruitment in NFL → Recruitment of Management Trainees in Technical Disciplines-2020. Submission of application will be allowed on the website upto 1730 hours on 21.01.2021, unless changed as per the decision of NFL.** Procedure regarding how to apply online is summarized in Clause No. H of this advertisement.
- iii. The candidates should ensure that the details entered in online application are correct. On submission of duly filled-in application online & making the prescribed payment, candidate is required to download the Application Form generated by the system with unique registration number.

## **2. ONLINE TEST**

- i. Eligible candidates will be required to appear for computer based online objective type test, information for which will be provided in the Admit Card.
- ii. The online test will be conducted at **Jammu/Kashmir, Bhopal, Chandigarh, Delhi & NCR, Lucknow, Hyderabad, Ahmedabad, Bengaluru, Bhubaneswar, Chennai, Jaipur, Guwahati, Mumbai, Raipur, Ranchi, Kochi, Vijaywada**. Candidates would be required to select two preferences of above-mentioned cities for giving their online examination. No request for change of examination centre will be entertained after final submission of online Application Form. However, NFL reserves the right to cancel or add any centre depending upon the response of candidates or any other reasons/circumstances in a particular area/centre. No TA/DA will be paid for appearing in the written or online test.
- iii. The online test for the above mentioned posts will be held on the same day unless it is not possible to conduct the same due to any unforeseen, technical or administrative reasons. In case of any mishappening or delay or rescheduling the online test for any or all of the post(s) at any or all of the test centres, candidates would be communicated fresh date of online test and no queries will be entertained in this regard. In the event of rescheduling of test or change of any test centre due to unforeseen or technical reasons, candidates would have to make their own arrangement to attend the online test and NFL shall not be held liable for such a delay/rescheduling of online test.
- iv. The online test will have two parts, Discipline related and Aptitude related. Medium of Test will be in Rajbhasha (Hindi) and English. Duration of test will be 02 hours. The total number of questions will be 150, of one mark each, out of which 100 questions would be from mix of course curriculum of qualifying degree of relevant discipline and 50 questions from General English, Quantitative Aptitude, Reasoning & General Knowledge / Awareness. There will be no negative marking for wrong answer. The level of the domain subject will be Graduation Degree, as applicable for each post.
- v. The exact date of online test shall be communicated to the candidates through Admit Card to be downloaded from NFL website [www.nationalfertilizers.com](http://www.nationalfertilizers.com) → Careers → Recruitment in NFL → Recruitment of Management Trainees in Technical Disciplines-2020.
- vi. Admit Card in respect of such eligible & provisionally shortlisted candidates will be uploaded on NFL website and such candidates will also be intimated for the same through SMS on their mobile number & through email on their e-mail address as mentioned in their online

Application Form. However, NFL will not be responsible for any delay or non-delivery of intimation sent electronically through SMS or e-mail, as the case may be. No other communication will be sent to such candidates for this purpose

### **3. PERSONAL INTERVIEW**

- i. Based on the performance of the candidates in the online test, eligible candidates will be provisionally called for personal interview tentatively in the ratio of 01:05 i.e. 05 eligible candidates for 01 post. Interview call letters in respect of such eligible & provisionally shortlisted candidates will be uploaded on NFL website and such candidates will also be intimated for the same through SMS on their mobile number & through email on their e-mail address as mentioned in their online Application Form. However, NFL will not be responsible for any delay or non-delivery of intimation sent electronically through SMS or e-mail, as the case may be. No other communication will be sent to such candidates for this purpose.
- ii. It may be noted that candidates will be called for personal interview provisionally on the basis of information submitted by them in online Application Form and their candidature will be considered vis-à-vis eligibility criteria for the post applied for as mentioned in the advertisement. Candidates not meeting the eligibility criteria or not in possession of complete requisite documents will not be allowed to attend the personal interview and no TA will be paid to them. Further, no queries shall be entertained in this regard.
- iii. The candidates called for personal interview will be reimbursed to and fro single 2<sup>nd</sup> AC Class Rail (Mail/Express trains, excluding Rajdhani/Duronto/Shatabdi)/ Bus fare from the nearest railway station of the correspondence address to the place of interview by the shortest route on production of necessary receipts/tickets.

### **4. FINAL SELECTION:**

- i. Separate merit list will be drawn for UR/SC/ST/OBC/EWS/PwBD candidates with reference to the number of available vacancies for each category. Merit list of suitable candidates shall be prepared on the basis of performance in the online test as well as personal interview, with following weightages:

S. No.	Parameter	Weightage of marks obtained in each parameter
1	Online Test	80% (rounded off to 02 decimal places)
2	Personal Interview	20% (rounded off to 02 decimal places)
<b>Total</b>		<b>100%</b>

- ii. Candidates are required to qualify in the Online Test and thereafter again in the Personal Interview separately with minimum average of 50% marks.
- iii. In case, total marks (upto two decimals) of two or more candidates after personal interview are same, percentage of marks in the qualifying examination i.e. Degree in Engg./AMIE/MSc (Chemistry) as applicable would be considered for drawing up merit list. In case percentage of marks (upto two decimals) are also equal in the qualifying examination, the date of birth of the candidates will be considered for preparing merit list i.e. the candidate born earlier will be considered as senior in the merit list.

## **F. PAY/ PERKS, SERVICE AGREEMENT BOND & PLACEMENT**

### **1. PAY & PERKS**

NFL offers one of the best pay packages in the Fertilizer industry. The selected candidates, who shall undergo minimum one year training at our various Units/Offices, will be placed in the pay scale of ₹40000 - 3% - 140000 at the Basic Pay of ₹40000 during one year training period at a CTC of Rs. 11 lakhs (approx.). On successful completion of training period and on clearance of minimum standards, such candidates will be considered for regularization as Officers in the pay scale of ₹40000- 3% - 140000 at a basic pay of ₹41200/-. Besides Basic Pay, candidates will also be paid Industrial Dearness Allowance, House Rent Allowance / Company Accommodation, wherever available and will also be entitled for other perquisites & allowances / benefits such as Leave, Medical Facilities, Performance Related Pay, Contributory Provident Fund, Gratuity,

Contributory Superannuation Benefit Fund Scheme, Group Personal Accident Insurance etc. as per Company rules in force from time to time during training / after regularization.

## **2. SERVICE AGREEMENT BOND**

Selected UR/OBC(NCL)/EWS candidates will be required to execute a Service Agreement Bond of ₹80,000 (Rupees Eighty Thousand) and ₹20,000 (Rupees Twenty Thousand only) for candidates belonging to SC/ST/PwBD categories to serve the company for at least 3 years after successful completion of the training.

## **3. PLACEMENT**

The candidate should have sound health. Before joining, candidates will have to undergo medical examination. The selected candidates before joining will be required to get Medical Fitness Certificate from Civil Surgeon/NFL's Hospital and also subject to verification of character & antecedents and Caste certificate from the concerned District Authorities. Selected candidates during training / after regularization can be posted in any of the Units/Offices/Joint Ventures of the Company at the discretion of the Management at any point of time.

## **G. RESERVATION/CONCESSIONS/RELAXATIONS.**

1. Reservation of Posts for SC/ST/OBC(NCL)/ EWS/ PwBD categories candidates and relaxation thereof categories will be in terms of number indicated against each category as above.
2. **Category {SC/ST/OBC/EWS/PwBD} once submitted will not be changed and no benefit of other category will be admissible later on.**
3. SC/ST/OBC/EWS candidates can be considered under general standards of merit against the un-reserved posts provided no relaxation in age, qualification etc. is availed of/extended to them, wherever applicable.
4. For claiming relaxation, the reserved category candidates should submit copy of Caste/PwBD/EWS certificate(s), in the Proforma prescribed by Govt. of India, issued by the Competent Authority, alongwith Application Form. If the certificate has been issued in a language other than English/Rajbhasha (Hindi), the candidates should submit a self- certified translated copy of the same either in English or Rajbhasha (Hindi).
5. Candidates belonging to OBC category but falling in Creamy Layer are not entitled to OBC reservation benefits. Accordingly, such candidates may choose to apply against the 'UR' positions provided they meet the age criteria applicable to General category candidates and indicate their category as "General". NFL being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC notified by Government of India shall be treated as OBC for the purpose of reservation for employment under Central Government. Relevant list can be viewed at <http://www.ncbc.nic.in>. Accordingly, for claiming the benefit of OBC (NCL) category, candidate should submit & shall subsequently produce his latest Caste Certificate in the proforma prescribed by Government of India, applicable for purpose of reservation in appointment to posts under Govt. of India/Central Government /Public Sector Undertaking, as contained in DOPT Memo No.36036/2/2013-Estt/(Res.) dated 30.05.2014 from a Competent Authority **issued after Jan, 2020**. Such certificate should specifically state that the candidate does not belong to the persons/sections (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel & Training, Government of India OM No. 36012/22/93-Estt.(SCT) dated 08.09.1993 and modifications issued vide OM No. 36033/1/2013-Estt.(Res.) dated 13.09.2017. Further the OBC (NCL) candidates will have to give a self-declaration, at the time of documents verification indicating that they belong to OBC (NCL).
6. Age Relaxation in age limit by 05 (five) years for ExSM and Commissioned Officers (including ECO's/ SSCO's) will be subject to rendering of minimum 05 years military service and fulfillment of other conditions as per Government of India guidelines.
7. Candidates belonging to PwBD category shall be considered only against the identified posts.

Under section 34 of “The Rights of Persons with Disabilities Act, 2016”, persons with benchmark disabilities are eligible for reservation. The reserved categories of disabilities mentioned under this Act are namely (a) Blindness and low vision; (b) deaf and hard of hearing; (c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and muscular dystrophy; (d) autism, intellectual disability, specific learning disability and mental illness; (e) multiple disabilities from amongst persons under clauses (a) to (d) including deaf-blindness in the posts identified for each disabilities. It may be noted that definition of the above specified disabilities will be as per “THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016”.

8. Section 2(r) of The Rights of Persons with Disabilities Act 2016, defines “person with benchmark disability” as a person duly certified by the certifying authority with:
  - a. not less than 40% of a specified disability where specified disability has not been defined in measurable terms and;
  - b. a disability where specified disability has been defined in measurable terms.

Accordingly, a person with a specified disability listed in the schedule but not covered under Section 34(1), if certified by a certifying officer as a person with disability of 40% or above, in terms of provisions 7 of the Rights of Persons with Disabilities Act, 2016 shall be allowed concessions/relaxations available to PwBDs as mentioned in this advertisement and will be considered against unreserved vacancies. Further, those candidates, who want to avail of benefit of reservation, are required to submit a Disability Certificate issued by Competent Authority as per the Rights of Persons with Disabilities Rules, 2017, failing which their candidature as PwBD candidates will not be considered. If the certificate has been issued in a language other than English/Rajbhasha (Hindi), the candidates should submit a self-certified translated copy of the same either in English or Rajbhasha (Hindi).

9. Persons with Benchmark Disabilities must be capable of performing the task assigned to them/ take instructions using suitable aids and appliances.
10. Prescribed reservations for PwBD and/or ExSM/Dependent of those killed or disabled in action will be applied on horizontal inter-locking reservation system basis as per Government of India guidelines. Candidates belonging to PwBD category shall be considered only against the identified positions.
11. SC/ST/PwBD/ExSM/Departmental candidates are exempted from payment of Application Fee at the time of online registration.
12. Relaxation in age will be allowed upto 05 (five) years for SC/ST and 03 (three) years for OBC (NCL) candidates considered against reserved positions.
13. “UR” PwBD candidates will be allowed age-relaxation upto 10 years, upto 15 years for SC/ST and upto 13 years for OBC (NCL) candidates, if considered against reserved positions.
14. Upper age is relaxed by 05 (five) years for the candidates who had ordinarily been domiciled in the state of Jammu & Kashmir from 01.01.1980 to 31.12.1989.
15. For Departmental candidates, upper age limit will be 40 yrs for UR, 45 yrs for SC/ST and 43 yrs for OBC candidates.
16. **GUIDELINES FOR PERSONS WITH BENCHMARK DISABILITIES USING A SCRIBE/ READER:**

The facility of Scribe/Reader shall be allowed to any person who has disability of 40% or more if so desired by such PwBD person. In all such cases where a scribe/reader is used, the following rules will apply:

- a) Eligible PwBD candidates who wish to use the services of a scribe/reader in the examination should invariably carefully indicate the same in the online Application Form. Any subsequent request will not be entertained;
- b) The candidate will have to arrange his / her own scribe/ reader at his/her own cost;
- c) A Compensatory time of twenty minutes per hour or otherwise advised shall be permitted for the candidates who are allowed use of scribe/reader. All the candidates with benchmark disability not availing the facility of scribe may be allowed compensatory time of 40 minutes for the 02 hours test duration. Only PwBD candidates registered for compensatory time will be allowed such concessions. Since compensatory time given to candidates shall be system

based, it shall not be possible for the test conducting agency to allow such time if candidate is not registered for the same. Accordingly, PwBD candidates desirous to avail compensatory time shall opt for compensatory time in the online application form without fail.

#### **H. HOW TO APPLY**

1. Before applying the candidates should ensure that they fulfill all the eligibility norms. Their registration will be provisional as their eligibility will be verified only in case they are shortlisted for selection. Mere issuance of Admit Card shall not imply acceptance of candidature. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or even after joining, if any information provided by the candidate is found to be false or not in conformity with the advertised eligibility criteria at any stage.
2. Eligible and interested candidates would be required to apply online only through "Careers" page on NFL's website: [www.nationalfertilizers.com](http://www.nationalfertilizers.com).
3. Before registering their application on the website, the candidates should possess the following:
  - i. Valid e-mail ID, which should remain valid for at least one year;
  - ii. Candidates should have latest passport size photograph in white background of size 140 X 160 kb (jpg or jpeg file only upto 50 Kb) as well as clear photograph of signatures in white background of size 90 X 120 Kb (jpg or jpeg file only upto 50 kb) for uploading with the Application Form.
  - iii. Supporting documents as detailed in the foregoing at Para. D.1.i. for uploading (jpg or jpeg or pdf file only upto 100 Kb each)
  - iv. For payment of Application Fee of Rs.700/-, the "UR", "OBC" and "EWS" candidates can opt to pay through internet banking account or credit/ debit card only.
4. The registration form is available on following path:  
www.nationalfertilizers.com → Careers → Recruitment in NFL → Recruitment of Management Trainees in Technical Disciplines-2020 → Apply Online.

#### **I. GENERAL INSTRUCTIONS:**

- a) Candidates are advised to go through the advertisement carefully and ascertain their eligibility before submitting their applications. One candidate can only apply for one post only.
- b) While applying the candidates should mention their full name as it appears on the matriculation school certificate. Certificate issued by a Board of Secondary Education for passing Matriculation shall be the only acceptable document in support of proof of age.
- c) **Candidates employed in Central/State Government/Quasi-Government/Public Sector Undertakings/Autonomous Bodies shall either forward their application through Proper Channel (printout of duly filled-in online application) or shall produce No Objection Certificate (NOC) from their present employer at the time of interview failing which his/her/their candidature will not be considered and he/she/they will not be allowed to appear in the interview.**
- d) The age limit and minimum educational qualification are the minimum criteria and mere possession of the same by the candidate does not entitle him/her for participating in the selection process. NFL's decision regarding eligibility & shortlisting of applications shall be final & binding and no queries or correspondence shall be entertained in this regard.
- e) Details once submitted in the online Application Form will be final and request for any change including change in correspondence address/email address/mobile number/ category/ post applied for/city for online test centre will not be entertained.
- f) Candidates should possess a valid email ID. Candidates are advised to keep the email ID(to be entered compulsorily in the online Application Form) active for at least one year. No change in the email ID will be allowed once submitted. All information/communication regarding participating in the selection process shall be provided through email to the candidates, found prima facie eligible, based on the online application data. Responsibilities of receiving and



downloading of information/communications, etc. will be of the candidate. NFL 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.

- g) The candidature of all applicants would be provisional and subject to subsequent verification of certificates/testimonials etc.
- h) The names of candidates called for online test/personal interview will be displayed on [www.nationalfertilizers.com](http://www.nationalfertilizers.com) under head "Careers". Candidates are advised to visit the website regularly for the latest information in this regard. Only short listed candidates who are prima-facie found eligible based on the information submitted in their online application will be called for participating in the selection process and will be intimated through electronic mode for the online test/personal interview and NFL will not be responsible for any delay or non-delivery of such intimation.
- i) In case the applicant does not receive any communication within 90 days from the date of publication of this advertisement, it may be presumed that he/she has not been short listed for the selection process. Accordingly, candidates are advised to regularly visit "Careers" head on our website - [www.nationalfertilizers.com](http://www.nationalfertilizers.com) for the updated information on the selection process.
- j) Mere admission to the selection process does not imply that Company (NFL) is satisfied about candidate's eligibility. The candidates should ensure that the details mentioned in the Application Form are correct and are in conformity with the advertised eligibility criteria for the post applied for, as mentioned in the advertisement. In case it is detected that a candidate does not fulfill any of the advertised eligibility criteria or has given false declaration or suppressed any material fact or information having any bearing on his candidature, he/she shall render himself/herself ineligible for consideration at any stage of selection and for termination at any time during employment, if recruited.
- k) Further, NFL reserves the right to cancel/restrict/enlarge/modify the recruitment/selection process of advertised posts without any further notice or assigning any reasons whatsoever, if need so arises.
- l) Any corrigendum/addendum/errata/notice in respect of this advertisement shall be displayed only on NFL's website [www.nationalfertilizers.com](http://www.nationalfertilizers.com) → Careers → Recruitment in NFL → Recruitment of Management Trainees in Technical Disciplines-2020. No further press advertisement will be issued. Hence prospective applicants are advised to visit NFL website regularly for latest update with regard to this advertisement.
- m) Court of jurisdiction for any dispute pertaining to any issue arising out of this recruitment process will be at New Delhi only to the exclusion of all other Courts.
- n) Candidates should retain their copy of Application Form and Pay in e-receipt and Registration Slip as they can be asked to produce it for future reference.
- o) Canvassing in any form at any stage shall be considered a disqualification for employment in the Company.

Sl.	IMPORTANT Details
1.	Cut-off date of reckoning eligibility shall remain 30.11.2020.
2.	On-line registration of application commences from 1000 hours on 22.12.2020 and closes on 1730 hours on 21.01.2021, unless change in date is notified.
3.	The link to the online registration of the application, any Corrigendum/ Addendum/ Notices related to this recruitment shall be available on the website <a href="http://www.nationalfertilizers.com">www.nationalfertilizers.com</a> → Careers → Recruitment in NFL → Recruitment of Management Trainees in Technical Disciplines-2020.
4.	For Technical support in applying only, payment of Application Fee etc. email to <a href="mailto:nflcandidatesreg@gmail.com">nflcandidatesreg@gmail.com</a> or contact on Helpline No. +91- 9319092025 or during 1000 hours – 1730 hours from 22.12.2020 to 21.01.2021.
5.	Canvassing in any form is liable to render a candidate ineligible.

**Sd/-  
DGM (HR)**

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