



BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED

Website: www.brbtnmpl.co.in

Advt. No. 2 / 2012

Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL/Company), a wholly owned subsidiary of Reserve Bank of India presently having its presses at Mysore in Karnataka and Salboni in West Bengal with Corporate Office at Bangalore invites applications from willing candidates for the posts of **Industrial Workman Grade-I (Trainee)** in the Company. Candidates are advised to apply Online between **07.02.2013 to 28.02.2013** only through the Company's website at www.brbtnmpl.co.in under the page "Careers" after carefully going through all the instructions given in this advertisement. No other means/mode of application will be accepted.

Important Dates:

Opening of website link for applying Online application.	07.02.2013 to 28.02.2013
Payment of fees in the Bank	09.02.2013 to 04.03.2013
Last date for receipt of system generated Online application printout along with copies of requisite certificates.	11.03.2013
Last date for receipt of system generated Online application printout along with copies of requisite certificates from far flung areas.	18.03.2013
Tentative date of "Online" examination at selected centres	07.04.2013

1. VACANCIES/RESERVATION

i) Number of vacancies proposed to be filled up is as detailed below.

Name of the Post	No. of Vacancies				Total
	SC	ST	OBC	UR	
Industrial Workman Grade-I (T)	4	3	8	15	30

The Company is in the process of promoting Industrial Workmen Grade-I who are due for promotion under its Time Bound Promotion Scheme. Therefore, the number of reserved vacancies mentioned above are provisional and may change according to the actual requirement of BRBNMPL.

ii) Reservation for SC/ST/OBC/PWD/ExS etc. categories are applicable as per extant Government of India orders.

iii) 1 vacancy is reserved for Persons with Disability of Orthopaedically Handicapped (OH) / Hearing Impaired (HI) categories.

Orthopaedically Handicapped (OH)

(a) "Locomotor Disability" means disability of the bones, joints or muscles leading to substantial restriction of the movement of the limbs or any form of cerebral palsy.

(b) "Cerebral Palsy" means a group of non-progressive conditions of a person characterized by abnormal motor control posture resulting from brain insult or injuries occurring in the pre-natal, peri-natal or infant period of development.

All these cases of Orthopaedically Handicapped persons would be covered under the category of "Locomotor disability or cerebral palsy".

Hearing Impaired (HI)

"Hearing Impairment" means loss of sixty decibels or more in the better ear in the conversational range of frequencies.

Only such persons would be eligible for reservation in services/posts who suffer from not less than 40 percent of relevant disability.

2. QUALIFICATION & EXPERIENCE As on 31st December 2012

The candidates should have passed Diploma in Mechanical Engineering / Electrical / Electronics with a minimum of 55% marks in the aggregate (50% in respect of SC/ST candidates) from a Government recognized Institute / University with one year post-qualification experience in production / manufacturing unit.

OR

The candidates should have passed ITI/NTC/NAC in the trades of Tool and Die Maker, Mechanic Machine Tool Maintenance, Machinist, Machinist Grinder, Turner, Fitter, Instrument Mechanic, Electrician, Electronic Mechanic, Under C.O.E Trades of Production and Manufacturing, Electronic and Electrical with a minimum of 55% marks in aggregate (50% in respect of SC/ST candidates) from a Government recognized Institute / University with 2 years post-qualification experience after passing ITI/NTC or 1 year post-qualification experience after passing NAC, in production / manufacturing unit.

3. AGE - As on 31st December 2012

Not more than 28 years.

Upper age limit for both the posts is relaxable as under:

- Upto a maximum of 5 years in respect of SC / ST candidates;
- Upto a maximum of 3 years in respect of OBC candidates;
- Upto a maximum of 10 years if the candidate is a physically handicapped person. For candidates belonging to SC/ST/OBC who are physically handicapped, the maximum age relaxation of 10 years permissible for physically handicapped shall be in addition to the age relaxation provided as above;
- Upto a maximum of 3 years (8 years for SC/ST and 6 years for OBCs candidates) for Ex-Servicemen. This is in addition to the period of their service in the Defence forces. However, they should not have crossed 50 years of age.
- Upto a maximum of 5 years to candidates of Jammu and Kashmir who have ordinarily been domiciled in the State of Jammu and Kashmir during the period from 01.01.1980 to 31.12.1989

4. EXAMINATION FEES:

₹ 200/- for all except SC/ST/PWD candidates. The candidates have to pay the application fees of ₹ 200/- in the Account No.071401601000164 at Corporation Bank, Jal Bhavan branch, Bangalore. Service charge (if any) levied by the bank for the payment of above application fees is to be borne by the candidates. Payment in any other manner will not be accepted and the candidate will be considered not eligible. Candidates paying lesser fees will also be not eligible. Fees once paid will not be refunded or kept in reserve for future exam/selection. Candidate should keep one copy of the challan in original till the interview process is over.

5. PAYSACLE

Pay Band ₹ 7000-24240 with Grade Pay of ₹ 2280/-. The selected candidates will be taken initially on training for one year during which period they will be given mainly "on-the-job" training. They will be paid a monthly stipend of ₹ 13000/-. They are also eligible for certain Allowances as per the rules of the Company. On successful completion of training, the candidates will be placed on probation for a period of one year in the pay band as indicated above. The period of probation may be extended by a further maximum period of one year at the discretion of the Company. In addition to the above, the candidates for the above posts are also eligible for food vouchers and conveyance allowance as per the rules of the Company.

On placement on probation/confirmation, the employees will be eligible for Dearness Allowance and other admissible allowances etc., and are also eligible for other facilities as applicable to the regular Industrial Workmen staff in Grade-I.

6. ACCOMMODATION:

All the selected candidates on appointment will be eligible for allotment of Quarters as per the allotment rules of the Company subject to availability.

7. CAREER GROWTH PROSPECTS:

The Company has a Scheme of Time-Bound Promotion for Industrial Workmen Staff. The period of training is accounted as period of service for the purpose of Time Bound Promotion.

8. SELECTION PROCEDURE

i) Selection for the posts will be done through "Online" examination which will be of objective type. This will be followed by a personal Interview of candidates who qualify in the "Online" examination and short listed for interview.

ii) The Objective type of "Online" examination in respect of Industrial Workman Grade-I will consist of tests on Reasoning, Numerical Ability, General Science (Consisting of Physics & Chemistry of 10th Std. CBSE) and General Knowledge. All these tests will be in bilingual form i.e. Hindi & English the candidate has to choose one medium to answer.

iii) The "Online" examination will be held tentatively on 07/04/2013. The exact date, sessions, time of examination will be communicated to the candidates through call letter separately. The candidates are requested to keep checking the Company's website for any change in the examination date. The candidates will have to take the test on the date and time as indicated in the call letter.

iv) The "Online" Examination will be conducted at the following centres:

- Bangalore
- Bhopal
- Bhubaneswar
- Chennai
- Guwahati
- Hyderabad
- Kolkata
- Mumbai
- New Delhi
- Patna
- Ranchi
- Raipur
- Thiruvananthapuram

v) All candidates will have to appear for the "Online" examination at their own cost.

vi) Candidates should select only one centre and indicate the name of the centre in the application form. Choice of centre once exercised by the candidate will be final. Request for change of centre will not be entertained. If sufficient number of candidates does not opt for a particular centre for "Online" examination, the Company reserves the right to allot any other centre to those candidates. The Company reserves the right to cancel any of the centres and/or add some other centres depending upon the response, administrative feasibility etc. The Company also reserves the right to allot the candidates to any of the centres other than the one he/she has opted for.

9. HOW TO APPLY

i) Eligible candidates are required to apply Online after carefully going through the instructions contained in the advertisement through the link provided on the Company's website www.brbtnmpl.co.in which will lead them to the application form and no other means/mode of application is acceptable.

ii) Candidates are required to have a valid personal email id for filling in the application. This email id should be valid for the duration of the recruitment process. The Company may send call letters for "Online" examination, interview etc. through the registered email id. Under no circumstances, he/she should share/mention email id to /or of any other person.

iii) In case the candidate does not have a valid email id, he/she can create a new email id before applying on line.

iv) Candidate should also possess a valid proof of identity such as PAN card/Passport/Voter Id card/ Driving License/Aadhaar/permanent identity card issued by the present employer or any other valid proof of identification with a photograph.

v) Candidates can choose any of the option as detailed below for payment of Fees.

OPTION-I: PAYMENT OF FEE: (OFFLINE PAYMENT)

(a) Candidates should first scan their photograph and signature as detailed under guidelines for scanning the photograph and signature as per the guidelines explained on the Company's website.

(b) Candidates to visit Bank's website www.brbtnmpl.co.in and open the link for filling the Online Application Form.

(c) Fill the application carefully. In the event of the candidate not able to fill the data in one go, he/she can save the data already entered. When the data is saved, registration number and password will be generated by the system and displayed on the screen. Candidates should note down the registration number and password. Email & SMS indicating the Registration number and Password will be sent. Candidates can reopen the saved data using Registration number and password and edit the particulars, if needed. This facility will be available for three times only. Once the application is filled complete, candidate should submit the data. Candidates should take a printout of the system generated fee payment challan immediately. No change/edit will be allowed thereafter. The registration at this stage is provisional.

(d) **Fee Payment:** Fee payment will be accepted from 2nd working day after registration and can be made within three working days at any branch of Corporation Bank. System generated fee payment challan will be used for depositing fee. (For example: If one has registered on 21.02.2013, then he/she will be able to deposit the fee from 23rd to 26th February, 2013, considering 24th is a non-working day). Once fee paid, the registration process is completed.

(e) Candidate will receive registration confirmation by SMS/e-mail after two working days from the date of payment of fees. Please ensure to furnish correct Mobile number / e-mail address to receive the registration confirmation.

Note - There is also a provision to reprint the submitted application containing fee details, after three days from the date of fee payment.

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OPTION-II: PAYMENT OF FEES: [ONLINE PAYMENT] :

- (a) FOLLOW STEPS (a) to (c) GIVEN UNDER OPTION-I ABOVE. However, no fee payment challan will be generated and fee payment will have to made online through payment gateway available thereat.
- (b) After ensuring the correctness of the particulars of the application form candidates are required to pay fees through the payment gateway integrated with the application, following the instructions available on the screen. No change/edit will be allowed thereafter.
- (c) The payment can be made by using MASTER/VISA debit/ credit cards or Internet Banking by providing information as asked on the screen. Transaction charges for online payment will be borne by the candidates.
- (d) On successful completion of the transaction, e-receipt and application form will be generated; Candidates can take a printout for their record.
- (e) If the online transaction has not been successfully completed, Candidates may register again. Candidates may then revisit Online Application link and fill in their application details again and make payment online.
Note - There is also a provision to reprint the eReceipt and Application form containing fee details, at later stage.
- (f) Candidates will have to take a printout of the system generated application form by clicking on the print button in the online application window. The system generated printout of the application should be duly signed by the candidate and he should also attach the following documents.
- a) Self attested copies of the certificates pertaining to age, educational qualification, and experience. Copies of all the marksheets of all semesters/years should be sent. Experience certificate should be on the letterhead of employer. Candidates should note that having post qualification experience in Production/Manufacturing unit only are eligible.
- b) Self attested copies of Caste/Tribe certificates for SC/ST/OBC candidates.
- c) Should paste the photograph at the place mentioned on the system generated printout and sign across.
- d) PWD candidates should enclose a copy of the Disability certificate as prescribed by Govt. of India. Candidates having less than 40% disability are not eligible for concessions meant for PWD candidates.
- e) The candidate should take out the printout of application immediately after registering on line and also keep a copy for his reference.

The computer generated printout of the application along with the documents mentioned above should be sent by **ordinary post ONLY** in a closed envelope to the

Address mentioned below to reach on or before 11th March 2013. The said last date is extendable by 7 days i.e. upto 18th March 2013 in respect of applicants residing abroad, Sikkim, in Andaman and Nicobar Islands, Lakshadweep, Minicoy islands, north-eastern states and Ladakh Division of Jammu & Kashmir, Lahaul and Spiti Districts and Panaji Sub-division of Chamba district of Himachal Pradesh)

BRBNMPL Industrial Workman Gr-I Recruitment Project

Post B0x No.8558, Kandivall (East), MUMBAI - 400 101

10. The applicants may note the following:

- i) Before filling up the application form candidates should ensure that they fulfill all eligibility criteria as mentioned in the advertisement. Company will take up verification of eligibility conditions with reference to the original documents only after the candidate has qualified for interview. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement. Candidates who do not fulfill the age, minimum educational qualification & experience as on 31st December 2012 are **not eligible** and need not apply for the post.
- ii) Candidates who have registered Online and have paid the requisite application fees will be allowed to download Online call letters for the "Online" examination. No detail scrutiny of application will be carried out at the time of issuing call letters Online. The call letters can be downloaded from the Company's website www.brbnmpl.co.in about 10 days before the exam date. Candidates will be intimated by email & sms at appropriate time.
- iii) The SC/ST/PWD applicants claiming reservation in eligibility criteria should enclose a photocopy of the Caste/Tribe/Disability Certificate issued by the Competent Authority as **in the Government of India format** for claiming the benefits of reservation in Civil Posts and services for these categories **under the Government of India**. Ex Servicemen applicants should enclose a copy of discharge certificate.
- iv) The applicants belonging to OBC must submit a photocopy of the certificate issued by the Competent Authority in the format prescribed for claiming benefits of reservations for Other Backward Classes in Civil Posts and services under the Government of India. The certificate, inter alia, must specifically state that the applicant does not belong to the socially advanced sections/Creamy Layer. The OBC applicants coming under 'Creamy Layer' will be treated as "GENERAL" category candidates and hence they should indicate their category as 'GENERAL'.

- v) Admission to the "Online" examination will be purely provisional without verification of age/qualification/experience/category (SC/ST/OBC/PWD/ExS) etc. of the applicants. Each applicant should, therefore, ensure that he/she fulfils the eligibility criteria and that the particulars furnished in the application are complete and correct in all respects. In case it is detected at any stage that a applicant does not fulfill the eligibility criteria and/or has furnished incorrect/false information or has suppressed any material information, his/her candidature will be cancelled. If any of these shortcomings is /are detected after appointment his/her services will be summarily terminated without giving any notice, or any compensation in lieu thereof.
- vi) Persons with Disability must produce a copy of the certificate of their disability issued by authorities empowered to issue such certificates at the time of interview.
- vii) All educational qualifications must have been obtained from recognised universities/institutions. If grades are awarded instead of marks, candidates should clearly indicate its numerical equivalent so as to check the eligibility percentage. In the absence of such information applications are liable for rejection.
- viii) Applicants already in service of Govt. / Quasi Govt. Organisations, Public Sector Banks / Undertakings and Autonomous Bodies will have to enclose a photocopy of the "No Objection Certificate" from their employer along with the application and submit the original for verification at the time of interview, if selected for the same. At the time of joining, a proper and unconditional relieving order/discharge certificate from the previous employer will have to be produced by the applicant.
- ix) Persons who have been dismissed from the service of any organisation **need not apply**.
- x) The decision of Bharatiya Reserve Bank Note Mudran Private Limited, in all matters regarding eligibility, conduct of "Online" examination, interview and selection will be final and binding on the applicants and no correspondence will be entertained in this regard.
- xi) In the Selection process, an applicant has to secure minimum marks in each of the tests and rank sufficiently higher to be called for interview. The minimum marks will be decided by the Company based on the performance of the applicants in the "Online" examination. However, since the final selection would depend on the number of vacancies as also relative performance, merely qualifying in the "Online" examination and personal interview will not entitle an applicant to appointment in the Company.
- xii) Selected applicants are liable to be posted to any of the Presses / Offices (i.e. Mysore in Karnataka State / Salboni in West Bengal and Bangalore) or at any of the offices / presses that may be opened by the Company in future.
- xiii) The seniority of the candidates on appointment will be as decided by the Company.
- xiv) The Company will arrange for pre-examination training programme free of cost at Bangalore, Kolkata, Mumbai, and New Delhi centres for SC/ST/PWD (OH/Hi) applicants appearing for the "Online" examination. Such applicants who desire to attend the programme may indicate their choice in the application form, along with a copy of caste/disability certificate. If sufficient number of applicants do not opt for a particular centre for pre-examination training, the Company can allot any other centre to the applicant. Pre-examination training will generally be imparted in English. However, if the number of applicants opting for training in Hindi medium at any centre is sufficiently large, it may be imparted in Hindi medium also.
- xv) The applicants may note that the pre-examination training will be conducted at the above four centres depending on the number of applicants opting for pre-examination training at these centres. **The applicant will have to make their own arrangements for travel, boarding and lodging at the centre.**
- xvi) IBPS/BRBNMPL takes no responsibility to collect any certificate / remittance sent separately.
- xvii) Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the courts situated in Bangalore.
- xviii) IBPS/BRBNMPL takes no responsibility for any delay in receipt or loss in postal transit of any application or communication.
- xix) Canvassing in any form will be treated as a disqualification.
- xx) Appointments of selected candidates will be subject to his/her being declared medically fit by Bank medical Officer, satisfactory report about his/her character and antecedents by the Police Authorities, satisfactory report from his/her previous employer and referees, verification of caste/tribe and class certificate (for reserved category candidates only) and completion of all other pre recruitment formalities to the complete satisfaction of the Company. Further, such appointment shall also be subject to Service rules and Standing orders of the Company.
- xxi) Any **corrigendum** to this advertisement will be displayed only on the Company's website www.brbnmpl.co.in.
- xxii) The Company reserves the right to cancel the Advertisement fully or partly on any grounds and such decision of the Company will be displayed only on the Company's website www.brbnmpl.co.in. It will not be intimated to the candidates individually.
- xxiii) The envelope containing printout of the on-line application together with requisite certificates should be superscribed as **"Application for the post of Industrial Workman Grade-I (Trainee)"**.