



# BHARATIYA RESERVE BANKNOTE MUDRAN PRIVATE LIMITED

(A wholly owned subsidiary of Reserve Bank of India)

Corporate Office, Bengaluru – 560 029

Advt. No. 1 / 2017

Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL/Company), a wholly owned subsidiary of Reserve Bank of India presently having its presses at Mysuru in Karnataka and Salboni in West Bengal with Corporate Office at Bengaluru invites applications from willing applicants for the posts of **Assistant Manager** and **Industrial Workman Grade-I (Trainee)** in the Company. Applicants are advised to apply Online between **February 14, 2017 to February 28, 2017** only through the Company's website at [www.brbnmpl.co.in](http://www.brbnmpl.co.in) under the page "Careers". Applicants may apply after carefully going through all the instructions given in this advertisement. No other means/mode of application will be accepted. Before applying applicants should ensure that they fulfill all eligibility criteria as mentioned in the advertisement for the post. Company will take up verification of eligibility with reference to the original documents only after they have qualified for interview based on their written examination (Online) result. If the candidates shortlisted for interview are found 'Not eligible' during the document verification process, they will not be allowed to attend the 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. **Applicants who do not fulfill age and the minimum educational qualification & experience as on February 28, 2017 (last date of online registration process) are not eligible and need not apply for the post.**

#### Important Dates:

Opening of website link for applying Online application.	<b>February 14, 2017 to February 28, 2017</b>
Payment of fees in online mode	<b>February 14, 2017 to February 28, 2017</b>
<b>Tentative date of Written examination</b> which will be conducted "Online" at selected centres	<b>March 25, 2017</b> The exact date, session, reporting time of examination will be mentioned in the call letter. Applicants will be informed through email/sms on their registered email id / mobile number

#### 1. VACANCIES/RESERVATION

i) Indicative number of vacancies proposed to be filled up for the post of **Assistant Manager and Industrial Workman Grade-I (Trainee)** is as detailed below.

Name of the Post	No. of Vacancies				Total
	SC	ST	OBC	Unreserved	
<b>Assistant Manager</b>	8	4	15	30	57
<b>Industrial Workman Grade-I (Trainee)</b>	52	26	94	178	350

The number of vacancies as also the number of reserved vacancies mentioned above are provisional and may vary according to the actual requirement of BRBNMPL.

ii) Reservation for SC /ST /OBC / Persons with Disabilities / Ex-Servicemen etc. categories are applicable as per extant **Government of India** orders.

iii) Out of the above, 2 and 11 vacancies are reserved under Assistant Manager and Industrial Workman Grade-I (Trainee), respectively, for Persons with Disability of Orthopaedically Handicapped (OH) / Hearing Impaired (HI) categories only.

Under Section 33 of the Persons with Disabilities (Equal Opportunities Protection of Rights and Full Participation) Act 1995 only such persons would be eligible for reservation who suffer from not less than 40% of relevant Disability and are certified by the Competent Authority in the prescribed format.

#### 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".

**Note :** Applicants whose writing speed is affected by cerebral palsy can use their own scribe at their cost during the examination. They may go through the relevant guidelines and procedure for using a scribe on the Company's website [www.brbnmpl.co.in](http://www.brbnmpl.co.in).

#### Hearing Impaired (HI)

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

#### 2. QUALIFICATION & EXPERIENCE as on the last date of registration (i.e., February 28, 2017)

##### A. Assistant Manager

###### For External Candidates

B. Tech / B.E. / AMIE (Certificate issued by the Institute of Engineers, Kolkata) with 60% marks in the aggregate (55% marks in aggregate for SC/ST candidates) from a Government-recognized Institute / University in Mechanical / Electrical / Electronics / Printing Technology branches of engineering. They should have two years post-qualification experience in production/ manufacturing unit.

###### For Internal Candidates (BRBNMPL)

Should have passed in B. Tech. / B.E. / AMIE (Certificate issued by the Institute of Engineers, Kolkata) in any branch of engineering from a Government recognized University / Institute and should have put in at least two years of service in the Company **OR** Should have passed Engineering Diploma in any discipline from a Government recognized University / Institute and should have put in at least ten years of service in the Company.

**Note:** i) All educational qualifications must have been obtained from recognised Universities / Institutions and course approved by the Government. If grades are awarded instead of marks, applicants should clearly indicate its numerical equivalent so as to check the eligibility percentage. In the absence of such information applications are liable for rejection.

ii) Ex-Serviceman applicants should apply if they have post qualification experience of two years as per their eligible qualification as above in a Production / Manufacturing unit only. For this a copy of the specific certificate on the letter head of the employer that they have worked in Production / Manufacturing Unit shall be required on a specific date before interview or at the time of interview.

##### B. Industrial Workman Grade-I (Trainee)

The applicants should have passed Diploma in Printing/Diploma in Mechanical Engineering / Diploma in Tool & Die / Diploma in Electrical Engineering/Diploma in Electronics Engineering/ Diploma in Instrumentation Engineering / Diploma in Chemical Engineering with a minimum of 55% marks in the aggregate (50 % in respect of SC/ST candidates) from a Government recognized Institute / University. These courses should have been recognised by the Government.

The applicants should also have at least one year post-qualification experience in production / manufacturing unit.

#### OR

The applicants should have passed ITI/NTC/NAC in the trades of Letter Press/Offset/ Plate-making/ Graphic arts/ Retoucher/ Tool and Die Maker/ Mechanic Machine Tool Maintenance/ Machinist/ Machinist Grinder/ Turner/ Fitter/ Instrument Mechanic/ Electrician/ Electronic Mechanic/C.O.E trade of Production & Manufacturing/C.O.E trade of Electronics/ C.O.E trade of Electrical with a minimum of 55% marks in aggregate (50% in respect of SC/ST candidates) from a Government-recognized Institute / University. These courses also should have been recognised by the Government.

The applicants who have passed ITI/NTC should also have at least two years post-qualification experience in production / manufacturing unit.

Further, the applicants who have passed NAC should also have at least two years post qualification experience in production / manufacturing unit. However, one year Apprentice Training in the production / manufacturing unit will also be counted for the purpose of two years post qualification experience in their case.

**Note:** i) All educational qualifications must have been obtained from recognised Universities / Institutions and course approved by the Government. If grades are awarded instead of marks, applicants should clearly indicate its numerical equivalent so as to check the eligibility percentage. In the absence of such information applications are liable for rejection.

ii) Ex-Serviceman applicants should apply if they have Post qualification experience of one year / two years as the case may be as per their eligible qualification as above in a Production/ Manufacturing unit only. A copy of the specific certificate on the letter head of the employer that they have worked in Production/Manufacturing Unit shall be required on a specific date before interview or at the time of interview.

#### 3. AGE - as on the last date of registration (i.e., February 28, 2017)

##### A. Assistant Manager

Not more than 31 years. (i.e., Applicants born on or after March 01, 1986 are only eligible to apply)

Internal Candidates (BRBNMPL): No Upper Age limit

##### B. Industrial Workman Grade-I (Trainee)

Minimum age of 18 years and not more than 28 years. (i.e., Applicants born between February 28, 1999 and March 01, 1989 are only eligible to apply, both dates are inclusive)

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

- Up to a maximum of 5 years in respect of SC / ST applicants;
- Up to a maximum of 3 years in respect of OBC applicants;
- Up to a maximum of 10 years if the applicant is a physically handicapped person. For applicants 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;
- In case of Ex-Servicemen it shall be relaxed by the length of Military Service increased by 3 years subject to the condition that the
  - continuous service rendered in the Armed forces by an Ex-Serviceman is not less than 6 month after attestation of his antecedents and
  - that the resultant age after deducting his period of service from his actual age doesn't exceed the prescribed age limit by more than 3 years.

However, they should not have crossed 50 years of age all inclusive as on the date above. Applicants claiming age relaxation under this paragraph would be required to produce a certificate in the prescribed proforma to the Company that he/she has been released from the Armed Forces.

e) Up to a maximum of 5 years to applicants of Jammu and Kashmir who had ordinarily been domiciled in the State of Jammu and Kashmir during the period from 01.01.1980 to 31.12.1989.

The persons claiming relaxation under this sub-para would be required to produce a certificate to this effect from the District Magistrate within whose jurisdiction they had ordinarily resided or from any other authority designated in this behalf by the Government of Jammu and Kashmir.

**Note :** i) Ex-Servicemen who have already secured regular employment under the Central Government in a Civil Post or Service are permitted the benefit of age relaxation as admissible for Ex-Servicemen for securing another employment in any higher post or service under the Central Government. However such applicants will not be eligible for the benefit of reservation, if any, for Ex-Servicemen in the Company's services.

ii) A certificate for Ex-Servicemen should be signed by the appropriate Authority specified below and should also specify the period of Service in the armed forces; In case of JCOs/ORs and equivalent rank of navy and air force – Army : By concerned regimental record office, Navy : Naval records, Mumbai, and Air Force : Air Force records, New Delhi.

#### 4. EXAMINATION FEES:

##### A) Assistant Manager:

Rs. 300/- for all applicants and Rs. Nil for SC/ST/PWD/ Internal (BRBNMPL) applicants

##### B) Industrial Workman Grade-I (Trainee):

Rs.200/- for all applicants and Rs. Nil for SC/ST/PWD

The applicants (wherever applicable) have to pay the application fees **online** as per the method explained in para 9 B. Transaction charge (if any) levied by the bank for the payment of above application fees is to be borne by the applicants. Payment in any other manner will not be accepted and the applicant will be considered not eligible. Applicants paying lesser fees will also be not eligible. Fees once paid will not be refunded or kept in reserve for future exam/selection.

#### 5. PAYSACLE

**Assistant Manager: Pay Band Rs.15050–41760 with Grade Pay of Rs. 5520/-.** The selected candidates in Assistant Manager Grade will be placed on probation for a period of one year on a Pay of Rs.15050 + Grade Pay of Rs.5520 per month in the Pay Band of Rs.15050-41760. The initial gross monthly emoluments, including Dearness Allowance at the Basic Pay of Rs.20570/- (Pay + Grade Pay) is Rs.47700/- (approx.). In addition to the above, they are eligible for food vouchers and conveyance allowance as per the rules of the Company. The period of probation may be extended by a further maximum period of one year at the discretion of the Company. On satisfactory completion of Probation period, the employees will be confirmed in the services of the Company. They are eligible for certain other Allowances as per the rules of the Company.

**Industrial Workman Grade-I: Pay Band Rs.7000-24240 with Grade Pay of Rs.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 Rs. 16000/- (Rupees Sixteen thousand only). In addition to the above, they are eligible for food vouchers and conveyance allowance as per the rules of the Company. On successful completion of training, the employees 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. On placement on probation/confirmation, they are eligible for Dearness Allowance and certain other Allowances as per the rules of the Company.

#### 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:

Career Growth Policy for Officers / Industrial Workmen Staff will be as per the rules of the Company.

#### 8. SELECTION PROCEDURE

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

ii) The Objective type of written examination in respect of Assistant Manager will consist of tests on Reasoning & Analytical Ability, Quantitative Aptitude, General English and General Awareness. All these tests except General English will be in bilingual form, i.e., Hindi & English and the applicants will have to choose one medium to answer.

iii) The Objective type of written examination in respect of Industrial Workman Grade-I (Trainee) will

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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 and the applicants will have to choose one medium to answer.

- iv) 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 written examination. However, since the final selection would depend on the number of vacancies as also relative performance, merely qualifying in the written examination and personal interview will not entitle an applicant to appointment in the Company. The final merit list will be drawn by adding the marks obtained in the written examination and interview together.
- v) The written examination will be held tentatively on March 25, 2017. The exact date, session, reporting time of examination will be mentioned in the call letter and also will be indicated on the Company's website. The applicants will also be informed through email/sms on their registered email id /mobile number. The written examination will be conducted online in venues given in the respective call letters. The applicants will have to take the examination on the date and time as indicated in the call letter at their own cost. The applicants are requested to keep checking the Company's website [www.brbnmpl.co.in](http://www.brbnmpl.co.in) for the examination date.
- vi) **The written Examination will be conducted at the following centres:**  
1) Ahmedabad/Gandhinagar 2) Bengaluru 3) Bhopal 4) Bhubaneswar 5) Chennai 6) Guwahati 7) Hubli 8) Hyderabad/Rangareddy 9) Jaipur 10) Kolkata/Greater Kolkata, 11) Lucknow 12) Mumbai /Navi Mumbai/Greater Mumbai/Thane 13) Mysuru 14) New Delhi - NCR 15) Patna 16) Ranchi 17) Raipur 18) Siliguri 19) Thiruvananthapuram
- vii) Applicants should select only one centre. Choice of centre once exercised by the applicant will be final. No request for change of centre/venue/date/session for written examination shall be entertained. If sufficient number of applicants does not opt for a particular centre for written examination, the Company reserves the right to allot any other adjacent centre to those applicants **OR** if the number of applicants is more than the capacity available for written examination for a centre, the Company reserves the right to allot any other centre to the applicant. The Company reserves the right to cancel any of the centres and/or add some other centres at its discretion, depending upon the response, administrative feasibility etc. **The Company also reserves the right to allot the applicants to any of the centres other than the one he/she has opted for either within the state or outside the state.**
- viii) All applicants will have to appear for the written examination at their own risks and expenses. Company will not be responsible for any injury or losses etc. of any nature.
- ix) Admission to the written examination will be purely provisional without verification of age / qualification / experience / category (SC/ST/OBC/PWD/Ex-S) etc. of the applicants. Each applicant should, therefore, ensure that he/she fulfills the eligibility criteria and that the particulars furnished in the application are complete and correct in all respects. In case it is decided at any stage that an 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.
- x) **Download of Call letter** - Applicants who have registered Online will be allowed to download Online call letters for the "Online" examination on the basis of the information furnished in the Online application. 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](http://www.brbnmpl.co.in). Once the applicant clicks the relevant link, he/she can access the window for call letter download. The applicant is required to use (i) Registration Number/Roll Number, (ii) Password/Date of Birth for downloading the call letter. Applicants are required to affix recent recognizable photograph on the call letter preferably the same as provided during registration. Applicants have to appear at the examination centre with (i) Original Call Letter and (ii) Original Photo Identity Proof as specified and mentioned in call letter. Applicants are also required to bring one photocopy of the original photo identity proof. Intimation for downloading call letter will also be sent through email/SMS to the email id and mobile number as given by them in the online application form. However, applicants should keep checking the above website for latest updates.
- xi) **Reporting late for Online Examination** – Applicants reporting late for Online examination, i.e., after the reporting time specified on the call letter for Examination will not be permitted to take the examination. The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the examination is 2 hours, applicants may be required to be at the venue for about 4 hours including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, giving of instructions.
- xii) The possibility for occurrences of some problems in administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify the problem, which may include shifting the applicants to the other centers or to conduct of another examination if considered necessary. Decision of BRBNMPL in this regard shall be final. Applicants not willing to accept such change shall lose his/her candidature for this exam.
- xiii) If the examination is held in more than one session, the scores across various sessions will be equated to adjust for slight differences in difficulty level of different test batteries used across sessions. More than one session are required if the nodes capacity is less or some technical disruption takes place at any center or for any applicant.
- xiv) In order to overcome the possibility of applicants seeking help of other applicants during the written examination, an analysis of the responses (answers) of individual applicants with those of other applicants in the written examination to detect patterns of similarity of right and wrong answers will be done. On the basis of such an analysis, it is inferred/ concluded that the responses have been shared and scores obtained are not genuine/ valid, the Company reserves the right to cancel the candidature of the concerned applicant and the result of such applicants (disqualified) will be withheld. Hence the applicants are advised in their own interests not to indulge in any unfair practice/ malpractice in the examination.
- xv) Instances for providing incorrect information and/or process violation by an applicant detected at any stage of the selection process will lead of disqualification of the applicant from the selection process and he/she will not be allowed to appear in any BRBNMPL recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective effect.

## 9. HOW TO APPLY:

**Applicants are requested to follow the detailed procedures/ guidelines as indicated below:**

- Application Registration Procedure
- Payment of fees Procedure
- Other Guidelines

**Applicants can apply online only from February 14, 2017 to February 28, 2017 and no other mode of application will be accepted.**

### **IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION**

Before applying online, applicants should-

- Scan their photograph and signature ensuring that both the photograph and signature adhere to the required specifications as given under Guideline for photograph & signature scan and upload.
- Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. Company may send call letters for the Examination etc. through the registered e-mail ID. In case an applicant does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number. Under no circumstances, he/she should share/mention email id to /or of any other person.

- APPLICATION FEES/ INTIMATION CHARGES (NON REFUNDABLE)**

- PAYMENT OF FEE ON LINE: February 14, 2017 to February 28, 2017**

Bank Transaction charges for Online Payment of application fees/intimation charges will have to be borne by the applicants.

## A. Application Registration Procedure

- Applicants to visit Company's website [www.brbnmpl.co.in](http://www.brbnmpl.co.in) and open the link for filling the Online Application Form, click on the option "**APPLY ONLINE**" which will open a new screen.
- To register application, choose the tab "**Click here for New Registration**" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Applicant should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.
- In case the applicant is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application applicants are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required.
- Applicants are advised to carefully fill & verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON.
- The Name of the applicant or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets. Any change/alteration found may disqualify the candidature.
- Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.
- Applicants can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature.
- Applicants can proceed to fill other details of the Application Form.
- Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.
- Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
- Click on 'Payment' Tab and proceed for payment.
- Click on 'Submit' button.

## B. Payment of Fees procedure (Online Mode)

- The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
  - The payment can be made by using Debit Cards (RuPay/ Visa/ MasterCard/ Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
  - After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE
  - On successful completion of the transaction, an e-Receipt will be generated.
  - Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Applicants are advised to login again using their **Provisional Registration Number and Password and repeat the process of payment.**
  - Applicants are required to take a **printout of the e-Receipt** and online Application Form containing fee details. **Please note that if the same cannot be generated, online transaction may not have been successful.**
  - For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
  - To ensure the security of your data, please close the browser window once your transaction is completed.
- ix) There is facility to print application form containing fee details after payment of fees.**  
**x) No other mode of payment of fees will be accepted.**
- An online application which is incomplete in any respect such as without photograph and signature uploaded in the online application form/unsuccessful fee payment will not be considered as valid.

## C. Other Guidelines

- Applicants are advised in their own interest to apply on-line much before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability / failure to log on to the Company's website on account of heavy load on internet / website jam. BRBNMPL takes no responsibility for applicants not being able to submit their applications online within the last date on account of aforesaid reasons or for any other reason beyond the control of the BRBNMPL.
  - Any information submitted by an applicant in his/her application shall be binding on the applicant personally and he/she shall be liable for prosecution / civil consequences in case the information / details furnished by him / her are found to be false at a later stage.
  - BRBNMPL shall not be responsible for any application made/wrong information provided by an unauthorized person / institution. Applicants are advised not to share/mention their application details with/to anyone.
- iv) Identity Verification** - In the examination hall as well as at the time of interview, the call letter along with original and a photocopy of the candidate's currently valid photo identity such as PAN Card/ Passport/ Driving Licence/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer on official letterhead/ Photo identity proof issued by a People's Representative on official letterhead/ valid recent Identity Card issued by a recognized College/ University / Aadhar / E-Aadhar card with a photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted to the invigilator for verification. The applicant's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted. If identity of the applicant is in doubt the applicant may not be allowed to appear for the Examination. Ration card will NOT be accepted as valid ID proof.

**Note :** Applicants have to produce in original the photo identity proof and submit photocopy of the photo identity proof along with Examination call letter while attending the examination, without which they will not be allowed to take up the examination. **Applicants must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name as appearing on the photo identity proof.** Female applicants who have changed first/last/middle name post marriage must take special note of this. **Applicants who have changed their name, will be allowed only if they produce original Gazette notification / original marriage certificate (for female applicants) /affidavit in original.** If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof, the applicant will not be allowed to appear for the examination.

## v) Action Against Applicants Found Guilty of Misconduct/ Use of Unfair means

Applicants are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of examination, interview or in a subsequent selection procedure, if an applicant is (or has been) found guilty of –

- using unfair means or
- impersonating or procuring impersonation by any person or
- misbehaving in the examination/ interview hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
- resorting to any irregular or improper means in connection with his/ her candidature or
- obtaining support for his/ her candidature by unfair means, or
- carrying mobile phones or similar electronic devices of communication in the examination/ interview hall such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :
  - to be disqualified from the examination
  - to be debarred either permanently or for a specified period from any examination conducted by BRBNMPL
  - for termination of service, if he/ she has already joined BRBNMPL

- Applicants are advised to take a printout of the system generated application form, paste a photograph below the scanned photograph and sign across. Applicant should also sign at

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appropriate places.

- a) They should attach the following documents & keep them ready with them.
- i) Self attested copies of the certificates pertaining to age, educational qualification i.e Copies of all the marksheets of all semesters/years and experience i.e Experience certificate on the letterhead of employer. [Applicant should note that having post qualification experience in Production / Manufacturing unit only, is eligible].
  - ii) Self attested copies of Caste/Tribe certificates for SC/ST/OBC applicants. The certificates should have been issued by the Competent Authority for claiming the benefits of reservation in Civil Posts and services for these categories **under the Government of India**
  - iii) A copy of the Disability certificate issued by the Competent Authority as prescribed by Government of India from PWD applicants. Candidates having less than 40% disability are not eligible for concessions meant for PWD applicants.
  - iv) Ex Servicemen applicants should keep a copy of discharge certificate. They should note that they are having post qualification experience in Production/ Manufacturing unit to be eligible for the post. A copy of the specific certificate on the letter head of the employer that they have worked in Production/Manufacturing Unit should be kept ready with them.
- b) Applicants in their own interest should keep all the above documents ready with them and should only be submitted at the time of interview or if advised to submit at any date, after being shortlisted for interview on the basis of written examination results. Any discrepancy in the online application and documents submitted, if found at a later stage shall be liable for rejection of his/her candidature. The applicants should ensure that the signatures appended by them in all the places viz. in Online application, call letter, attendance sheet etc. and in all correspondences with the Company in future should be identical and there should be no variation of any kind.
- c) An 'Information Handout' booklet will be made available to the applicants on the Company's website [www.brbtnmpl.co.in](http://www.brbtnmpl.co.in) which may be downloaded along with the call letter for Online examination.

**Important – Applicants may please note that in case of any problem in filling up the form, payment of fee/intimation charges, queries may be made at <http://cgrs.ibps.in> by mentioning “BRBNMPL Recruitment” in the subject of the email. Applicants should not forget to mention “BRBNMPL Recruitment of Assistant Manager” / “BRBNMPL Recruitment of Industrial Workman Grade-I”, as the case may be, in the subject line.**

#### 11. The applicants may note the following:

- i) The SC/ST/PWD applicants claiming reservation in eligibility criteria should keep a photocopy of the Caste / Tribe/Disability Certificate issued by the Competent Authority **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** at the time of interview or at any date after being advised about the same.
- ii) 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 or on any date after being advised about the same.
- iii) The applicants belonging to OBC should 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** at the time of interview or on any date after being advised about the same. The certificate, inter alia, must specifically state that the applicant does not belong to the socially advanced sections/Creamy Layer. The certificate should have been obtained from the Competent Authority. The applicant should not belong to the socially advanced sections/Creamy Layer as on the last date of application. The OBC applicants coming under 'Creamy Layer' will be treated as "GENERAL" category applicants and hence they should select their category in online application as 'GENERAL'. It may be noted that only the castes/subcastes figuring in the Central List (Government of India) will be considered. Accordingly, OBC caste/Subcaste figuring in the concerned State list but not in Central List will not be considered under OBC category.
- iv) Ex Servicemen applicants should keep a copy of discharge certificate. They should note that they are having post qualification experience in Production/ Manufacturing unit to be eligible for the post.
- v) Applicants already in service of Government / Quasi Government Organisations, Public Sector Banks / Undertakings and Autonomous Bodies will have to keep a photocopy of the "No Objection Certificate" from their employer along with the printout of the application and submit the original for verification at the time of interview, if selected for the same. However, at the time of reporting for duty after selection, a proper and unconditional relieving order/discharge certificate from the previous employer will have to be produced by the applicant in absence of which he will not be allowed to join the Company.
- vi) Persons who have been dismissed from the service of any organisation **need not apply.**
- vii) Applicants who had joined the services of BRBNMPL from previous recruitment exercises and had left the services of the Company on account of discrepancy in their previous employers experience certificates or false declaration of information or false caste certificates etc., **need not apply.**
- viii) The decision of BRBNMPL, in all matters relating to this recruitment will be final and binding on the applicants. No correspondence or personal enquiries shall be entertained by BRBNMPL in this behalf.
- ix) Selected candidates are liable to be posted to any of the Presses / Offices (i.e. Mysuru in Karnataka State / Salboni in West Bengal and Bengaluru) or at any of the offices / presses that may be opened by the Company in future.
- x) The seniority of the candidates on appointment will be as decided by the Company.
- xi) Appointments of selected candidates will be subject to his/her being declared medically fit by Company 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.
- xii) The Company will arrange for pre-examination training programme free of cost at Bengaluru, Kolkata, Mumbai and New Delhi centres for SC/ST/PWD (OH/HI) applicants appearing for the written examination for the post of Assistant Manager / Industrial Workman Grade-I. **Such applicants who desire to attend the programme should send an application from their registered email id as given in their application to the email id [recruitment@brbtnmpl.co.in](mailto:recruitment@brbtnmpl.co.in) on or before the last date of online application i.e., February 28, 2017 for the post. No application for training will be considered after the last date. They should clearly write their registration number, post applied for, name, date of birth, centre of pre-examination training and medium of training (English/Hindi) in their application. They should write in their email subject line “Pre-examination training BRBNMPL Recruitment”.** 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.
- xiii) The applicants may note that the pre-examination training will be conducted at the four centres (Bengaluru, Kolkata, Mumbai and New Delhi) depending on the number of applicants opting for pre-examination training at these centres. If sufficient number of applicants does not opt for a particular centre for pre-examination training, the Company can allot any one of the above four centres to the applicant and cancel the other centre/s. The applicants will have to make their own arrangements for boarding, lodging at the centre and travel. The applicants may also note that the information regarding the dates & call letter for pre-examination training will be published on Company's website [www.brbtnmpl.co.in](http://www.brbtnmpl.co.in).
- xiv) In case any dispute arises on account of interpretation of clauses in any version of this advertisement other than English, the English version published in Employment News & available on Company's website [www.brbtnmpl.co.in](http://www.brbtnmpl.co.in) shall prevail. Any resultant dispute arising out of this advertisement shall be subject to the sole jurisdiction of the courts situated in Bengaluru.
- xv) Canvassing in any form will be treated as a disqualification.
- xvi) No correspondence from applicants regarding their eligibility to apply for the above posts will be entertained.
- xvii) No applicant is permitted to use or have possession of calculators, mobile phones, pagers or any other instrument/device in the examination hall.
- xviii) Please also refer to "How to apply" and "Frequently asked question" section under the link "Click here for applying online" in case of any difficulty in applying online.
- xix) Any **corrigendum** to this advertisement will be displayed only on the Company's website [www.brbtnmpl.co.in](http://www.brbtnmpl.co.in). Therefore, applicants are advised to keep checking the Company's website for any update.
- xx) 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.brbtnmpl.co.in](http://www.brbtnmpl.co.in). It will not be intimated to the applicants individually. However, in case of cancellation, Examination fees paid (if any) by the applicants will be refunded to them.