



NMDC Limited
(A Govt. of India Enterprise)
Donimalai Iron Ore Mine
Donimalai Township – 583 118, Dist: Ballari, Karnataka
Phones: 08395 – 274624, Fax : 08395 – 274649
Website: www.nmdc.co.in

Employment Notification No.2/2015

Date: 16.06.2015

Closing date for receipt of Application: 25.07.2015

Website: www.nmdc.co.in

NMDC Limited, a Navaratna Public Sector Company under the Ministry of Steel, Govt. of India invites applications from prospective candidates of Indian National for the following posts in Kumaraswamy Iron Ore Mine, Donimalai Complex, Donimalai(P), Sandur(Tq), Ballari(Dst), Karnataka:

SI No	Post Name	No of vacancies	Qualification	Experience
1	Junior Officer (Mechanical) Trainee	01 (UR)	A Degree in Mechanical Engineering from a recognized University/ Institute. OR A three years Diploma in Mechanical Engineering from a recognized Institute	For Degree candidates no Experience and for Diploma candidates five years experience in the relevant field
2	Junior Officer (Electrical) Trainee	01 (UR)	A Degree in Electrical Engineering from a recognized University/ Institute. Preferable: Electrical Supervisory Certificate (Mining) OR A three years Diploma in Electrical Engineering from a recognized Institute with Electrical Supervisory Certificate (Mining) of competency as per Karnataka State Electricity Board Rules.	For Degree candidates no Experience and for Diploma candidates five years experience in the relevant field
3	HEM Operator Gr I (Trainee) (RS-6)	52 (UR- 26, OBC-14, SC-8, ST-4)	Three years Diploma in Mechanical Engg./ Automobile Engg with Heavy Vehicle Driving License (HVDL)	NIL
4	HEM Mechanic Gr I (Trainee) (RS-6)	14 (UR-7, OBC-3, SC-3, ST-1)	Three years Diploma in Mechanical Engg. with Heavy Vehicle Driving License (HVDL)	NIL
5	Mechanic-Cum-Operator Gr I (Trainee) (RS-6)	25 (UR-13, OBC-7, SC-3, ST-2)	Three years Diploma in Mechanical Engg. with Heavy Vehicle Driving License (HVDL)	NIL
6	Electrician Gr I (Trainee) (RS-6)	26 (UR- 13, OBC-7, SC-5, ST-1)	Three years Diploma in Electrical Engg with statutory certificate issued under Karnataka (Licensing of Electrical Contractors and grant of Certificates of Competency and permits to electrical supervisors and wiremen) Rules 1976 Desirable: Heavy Vehicle Driving License (HVDL)	NIL

Sl No	Post Name	No of vacancies	Qualification	Experience
7	Technician Gr I (Electronics) (Trainee) (RS-6)	04 (UR-2 OBC-1 ST-1)	Three years Diploma in Electronics Engg	NIL
8	Quality Control Assistant Gr-III (Trainee)(RS-4)	02 (UR-1 ST-1)	Graduate in B Sc (Chemistry/Geology)	One year experience in sampling work is essential
9	Junior Stenographer Gr III (Trainee) (RS-4)	01 (UR)	Graduate in Arts / Science/ Commerce from a recognized University / Institute with passing certificates in Lower Grade English Shorthand and Higher Grade English type-writing examination from Board of Secondary / Technical Education of the respective states or its equivalent qualification duly recognized by Government authorities. Candidates should possess minimum speed of 80 words per minute English shorthand and 40 words per minute English typing. Desirable: 1. Typing speed of 30 words per minute in Hindi and/or in Kannada language. 2. Knowledge of Computer/ telex/ Fax/ Photocopying and other office equipment operations.	Four years of experience in typing and clerical is essential.
10	Junior Assistant Gr III (Trainee) (RS-3)	26 (UR-13 OBC-7, SC-4, ST-2, PWD-4 (OH-1, HH-1 VH-2))	Graduate in Arts / Science/ Commerce from a recognized University / Institute and a minimum Typing speed of 30 WPM in English and/or Hindi language. Desirable: 1.Knowledge of typing in Kannada Language. 2.Knowledge of Computer/ telex/ Fax/ Photocopying and other office equipment operations.	One year experience in typing and clerical is essential
11	Maintenance Assistant (Mechanical) (Trainee) (RS-2)	56 (UR-28 OBC-15, SC-09, ST-04)	ITI in the trades of Fitter, Welder, Turner, Auto-Electrician, Diesel Mechanic, Motor Mechanic and Machinist. Desirable: Light Vehicle Driving License(LVDL)	NIL
12	Maintenance Assistant (Electrical) (Trainee) (RS-2)	11 (UR-6 OBC-2, SC-2, ST-1)	ITI in the trade of Electrician Desirable: Light Vehicle Driving License (LVDL) and Wiremen Permit (WMP)	NIL
13	Field Attendant (Trainee) (RS-1)	43 (UR-22 OBC-11, SC-7, ST-3)	Middle/8th Passed or ITI	NIL

General Conditions:

1. **The closing date of receipt of the applications is 25.07.2015. Applications received after 25.07.2015 will not be considered.**
2. The number of posts indicated above is tentative which may vary depending upon the requirement.
3. Age as on closing date of receipt of applications should not be more than 35 years for General Category candidates applying for the posts in JO scale and 30 years for the General Category candidates applying for the posts in RS scales. Age relaxation for SC/ST/OBC candidates shall be as per Govt. of India guidelines (SC/ST- 5 years and OBC (Non Creamy layer - 3 years). Age relaxation for Ex-Servicemen will be as per Govt. of India guidelines.
4. Age is relaxable up to 10 years for PWD candidates from General category, 15 years for PWD candidates from SC/ST and 13 years for PWD candidates from OBC. The above age limit is inclusive of upper age limit applicable for Persons with Disabilities as per Govt. orders.
5. Only such persons would be eligible for the benefit of reservation/relaxation under PWD quota who suffers from not less than 40% of relevant disabilities such as OL-one leg affected (R and/or L), OA-one arm affected (R or L), BL-both legs affected but not arms, D- the deaf, PD-partially deaf, PB-partially blind, B-blind . For availing this benefit a candidate has to submit a disability certificate issued by Competent Authority in prescribed format as Annexure – I and also can be downloaded from www.nmdc.co.in/Careers. Further, the category of such persons of PwD(OL/PD/PB) should also be indicated.
6. The qualifications (Degree / Diploma / ITI / SSLC/ Middle or 8th standard) prescribed for the posts should be of Regular and Full Time course from a recognized University / Institution.
7. The OBC certificate submitted by the candidate should have been obtained *within six months before the closing date of receiving of applications* as per the orders contained in (i) Department of Personnel and Training, Ministry of Personnel Public Grievances and Pensions Department of Personnel & Training, New Delhi, OM No. 36012/22/93-Estt(SCT) dated 8.9.93 and should clearly indicate that the candidate does not belong to persons / sections (Creamy Layer) as mentioned in column 3 of the Schedule of the above referred Office Memorandum dated 08.09.1993 and also belongs to the community listed as OBC by Government of India. BLANK FORMAT FOR OBC (NON-CREAMY LAYER) CERTIFICATE IS IN ANNEXURE AND CAN ALSO BE DOWNLOADED FROM NMDC WEBSITE www.nmdc.co.in/Careers. The candidates who submit the OBC certificate other than in Central format and the candidates who claim OBC in application without enclosing proof of the OBC certificate (Central format) will be considered as General Category.
8. The last date for reckoning eligibility of candidates in respect of age, qualification, experience, claim for caste/community, etc., shall be the closing date for receipt of application.
9. The selection process will consist of: Stage-I: Written Test, Stage-II: Skill test for Jr Stenographers Gr III (Trainees) and Jr Assistant Gr III (Trainees) only / Trade Test for MA(Mechanical) & MA(Electrical) Trainees / Physical ability test for Field Attendant Trainees only Stage-III: Interview.
10. In the selection process, a candidate has to secure maximum marks in the Written Test and rank sufficiently higher to be called for Stage-II and/or Stage-III of the selection process as the case may be. Merely qualifying in the Written Test, Skill test / Physical ability test and Interview will not entitle a candidate for appointment in the company since the final selection would depend on inter-alia the number of vacancies in various categories and relative performance.
11. The Management reserves the right to fix criteria of qualifications, experience, etc., for calling the candidates for Written Test. The decision of the NMDC Limited., DIOM, in this regard, will be final. After screening of the applications, the shortlisted candidates as decided by the management will be called for Written Test. Only those candidates who qualify in the Written Test can be called for Skill Test / Trade Test / Physical ability test and/or Interview.

12. Candidates attending for Written test/ Skill test /Trade Test / Physical eligibility test will have to appear the test at their own expense. However, out-station SC/ST/PwD/Ex-Servicemen candidates will be paid 2nd Class Railway / Bus fare on production of Railway / Bus tickets by the shortest route as per rules. All the outstation candidates called for Interview will be reimbursed to-and-fro 2nd class Train or Bus fare by the shortest route on production of Railway/Bus tickets.
13. Candidates selected for the above posts will be placed initially as a “Trainee”. The period of training, monthly stipend during the training period and regular pay scales after successful completion of training are as below:

Sl No.	Post name		Training period	Stipend during training period		Pay scale on completion of training
				First 12 Months	Remaining Months	
1	Junior Officer (Mechanical/Electrical) Trainees	Degree Holders	12 Months	₹15000/-	-	₹15000-3%-38000 (JO)
		Diploma Holders	24 Months	₹15000/-	₹16000/-	
2	HEM Operator Gr I (Trainee)(RS-6)		18 Months	₹13000/-	₹13500/-	₹12780-3%-22520 (RS-6)
3	HEM Mechanic Gr I (Trainee)(RS-6)		18 Months			
4	Mechanic-Cum-Operator Gr I (Trainee) (RS-6)		18 Months			
5	Electrician I (Trainee) (RS-6)		18 Months			
6	Technician Gr I (Electronics) (Trainee) (RS-6)		18 Months			
7	Quality Control Assistant Gr-III (Trainee)(RS-4)		18 Months	₹12000/-	₹12500/-	₹12030--3%-21220 (RS-4)
8	Junior Stenographer Gr III (Trainee) (RS-4)		18 Months			
9	Junior Assistant Gr III (Trainee) (RS-3)		18 Months			
10	Maintenance Assistant (Mechanical) (Trainee) (RS-2)		18 Months	₹11000/-	₹11500/-	₹11330-3%-20000 (RS-2)
11	Maintenance Assistant (Electrical) (Trainee) (RS-2)		18 Months			
12	Field Attendant (Trainee) (RS-1)		18 Months			
						₹11000-3%-19410 (RS-1)

14. On successful completion of training, candidates will be placed on “Probation” as per the rules of the NMDC Limited and will be placed in the regular scale of pay. After placing in the regular scale of pay , in addition to the Basic Pay and Dearness Allowance, the candidates will be eligible for other Allowances under cafeteria approach limited to 47% Basic Pay for JO scale posts and 42% of Basic Pay for RS scale posts. In addition to this, Free Medical Facilities, Leave Encashment, special allowance, Incentive payment, Gratuity and Pension (EPS-95), Provident Fund, etc., shall be admissible as per Company Rules in force from time to time.
15. Application fee: Application should be accompanied by a non-refundable crossed Demand Draft for ₹100/- (Rupees hundred only) for the posts in JO scale and ₹50/- (Rupees fifty only) for the posts in RS scale, drawn in favour of NMDC Limited, Donimalai Iron Ore Mine, payable at State Bank of Mysore, Donimalai / Canara Bank, Donimalai. **SC/ST/PwD/ Ex-Servicemen candidates are exempted from application fee.**
16. CANDIDATE SHOULD WRITE HIS NAME, DATE OF BIRTH AND POST APPLIED ON THE BACK SIDE OF THE DEMAND DRAFT.

17. Candidates working in Government / Quasi Government Services / Public Sector Undertaking or Autonomous Bodies should apply through proper channel or produce NOC from their present employer at the time of Skill Test/Trade Test/Physical Test and/or Interview. Otherwise, such candidates, on their selection, will be allowed to join on production of proper relieving order after acceptance of their resignation by their respective organizations.
18. NMDC Limited reserves the right to cancel/withdraw this advertisement or part of this advertisement at any point of time and the discretion of the Management in this regard shall be final.
19. Candidates are required to super scribe on the envelop, The Employment Notification No., Name of the post for which they are applying for while sending the application. Otherwise it may be liable to rejection.
20. **Candidates applying for more than one post must submit separate application forms for each post with the prescribed application fee. Applying for more than one post in single application form will render the application ineligible / invalid.**
21. Interested candidates may download the application format from NMDC website www.nmdc.co.in/Careers or send their neatly typed application on plain paper strictly as per the prescribed format.
22. The APPLICATION IN PRESCRIBED FORMAT should be sent along with self-attested copies of certificates and testimonials in support of age, qualification, experience, caste (in case SC/ST/OBC), disability certificate (in case of PWD candidates),HVDL/LVDL/statutory certificate for electricians (wherever necessary) and 3 Nos. self-attested recent Passport size photographs so as to reach the Assistant General Manager(Per), NMDC Limited, Donimalai Iron Ore Mine, Donimalai Township- 583118, Sandur (Tq), Ballari (Dist), Karnataka State on or before **25.07.2015. Applications received after 25.07.2015 or incomplete in any respect will be summarily rejected. The Management of NMDC Limited will not be responsible for any postal delay.**
23. *No application will be received by hand delivery.*
24. No correspondence will be entertained in respect of matter concerning shortlisting / selection / test / interview/appointment. Canvassing in any form will be treated as a disqualification.

Jt. General Manager (Personnel)

To

Assistant General Manager (Per)
NMDC Limited.,
Donimalai Iron Ore Mine,
Donimalai Township (PO) – 583118
Sandur (Tq), Ballari (Dist.)
Karnataka.

Affix one
recent
Passport size
Photograph and
sign across

Employment Notification No.2/2015

Application for the Post of : _____,

(Note: Two extra passport size photographs also to be enclosed with this application)

[PLEASE FILL THE APPLICATION IN BLOCK LETTERS]

1. Applicant's Name : _____
2. Gender : Male / Female
3. Father's Name : _____
4. Mother's Name : _____
5. Date of birth and age as on **25.07.2015**
 - i) in figures : _____
 - ii) in words : _____
6. Nationality : _____
7. Religion : _____
8. a) Whether SC/ST/OBC/General : _____
b) Sub-caste (enclose copy of the certificate) : _____
9. a) Whether belong to PWD category : YES /NO
b) PWD category : OH / HH /VH
(enclose copy of the certificate)
10. Whether you are Ex-Servicemen : YES/NO
(If "YES", enclose certificate)
11. i) Marital status : _____
ii) No. of children : _____
12. Full Address
 - a) For correspondence : _____

 - b) Permanent Address : _____

E-mail ID : _____
Phone/ Mobile No. : _____
13. State of origin : _____
14. State of Domicile : _____

15. QUALIFICATIONS

a) ACADEMIC (Start from Middle Pass / SSLC onwards):

Sl. No.	Name of the Examination passed	School / Board	Year of Passing	% of Marks	Division
1					
2					
3					

(attach extra sheets if necessary)

b) TECHNICAL/STATUTORY/ADDITIONAL certificates

Sl. No.	Certificate	Board / Institute / University	Year of Passing	% of Marks	Division
1					
2					
3					

(attach extra sheets if necessary)

16. Details of Experience:

(a) Whether possessing relevant experience as stipulated in this advertisement : Yes/No

(b) Details of experience:

Sl. No.	Name of the Organization	Post held	From Date Month Year	To Date Month Year	Details of Experience

(attach extra sheets if necessary)

17. Detailed address of Employer, if presently employed:

18. (a) Whether Present Employer is Govt. / Quasi Govt./PSU/Autonomous body : Yes/No

(b) If yes, whether application is sent through Proper Channel : Yes/No

19. Languages known:

Language	Read	Write	Speak

20. Details of Family members: Whether your Father / Mother / Brother / Sister etc. have been declared as dependent on any of your family members

Sl. No.	Name of Father / Mother / Brother / Sister etc.	Relationship of Column No. 2 with the candidate	Name of family member on whom Column No. 2 declared as dependent	Relationship of Column No.4 with the candidate	Occupation & Employment details of family members on whom Column No. 2 declared as dependent
(1)	(2)	(3)	(4)	(5)	(6)

21 (a) Status of health (Any defects /Impairments in eye : sight, limbs or mental diseases)

(b) Details of medical treatment :

22 (a) Have you ever been prosecuted/ arrested, kept under detention/ Bound : Yes/No down / debarred from Govt. Service / is there any Criminal case pending against you in any Court of Law?

(b) If yes, give details :

23. (a) Whether any of your relatives employed in NMDC Limited.? : Yes / No

(b) If yes, give details :

24. Details of Application fee:

DD No. and Date	Name of the issuing Bank and Branch	Payable at (Name of the Bank and Branch)	Amount (₹)

25. 2 self-attested extra passport size photographs enclosed : Yes / No

26. Other information, if any :

DECLARATION

I do hereby declare that the information given above is true to the best of my knowledge and belief and no factual information has been suppressed. I am aware that in case of suppression of any fact or furnishing of false information on my part, noticed later, I am liable to termination from service.

Place:

Signature:

Date:

Name:

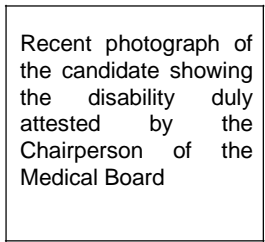
ANNEXURE – I

NAME & ADDRESS OF THE INSTITUTE / HOSPITAL :

Certificate No.

Date :

DISABILITY CERTIFICATE



This is certified that Shri/Smt/Kum.....Son/wife/daughter of Shri age..... sexidentification mark(s)is suffering from permanent disability of following category :

- 1. A. Locomotor or cerebral palsy : (i) BL-Both legs affected but not arms (ii) BA-Both arms affected (iii) BLA-Both legs and both arms affected (iv) OL – One leg affected (right or left) (v) OA – One arm affected (vi) BH – Stiff back and hips (can not sit or stoop) (vii) MW-Muscular weakness and limited physical endurance.

- B. Blindness or Low Vision (i) B-Blind (ii) PB – Partially Blind

- C. Hearing impairment : (i) D-Deaf (ii) PD-Partially Deaf

(Delete the category whichever is not applicable)

- 2. This condition is progressive/non progressive/likely to improve/not likely to improve. Re-assessment of this case is not recommended / is recommended after a period ofyears.....months*. 3. Percentage of disability is his/her case is percent. 4. Shri/Smt./Kum.....meets the following physical requirements for discharge of his/her duties.

- (i) F-can perform work by manipulating with fingers Yes/No (ii) PP-can perform work by pulling and pushing Yes/No (iii) L-can perform work by lifting Yes/No (iv) KC-can perform work by kneeling and crouching Yes/No (v) B-can perform work by bending Yes/No (vi) S-can perform work by sitting Yes/No (vii) ST-can perform work by standing Yes/No (viii) W-can perform work by walking Yes/No (ix) SE-can perform work by seeing Yes/No (x) H-can perform work by hearing/speaking Yes/No (xi) RW-can perform work by reading and writing Yes/No

(Dr.....) Member Medical Board

(Dr.....) Member Medical Board

(Dr.....) Chairperson Medical Board

Countersigned by the Medical Superintendent/CMO/Head of Hospital (with seal)

*strike out whichever is not applicable.

Annexure

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD CLASSES
APPLYING FOR APPOINTMENT TO POSTS UNDER THE GOVERNMENT OF INDIA**

This is to certify that Shri/Smt./Kumari _____ son/daughter of
_____ of village/town _____
in District/Division _____ in the State/Union Territory
_____ belongs to the _____ community
which is recognised as a backward class under the Government of India, Ministry of Social
Justice and Empowerment's Resolution No. _____ dated
_____. * Shri/Smt./Kumari _____ and/or his/her family
ordinarily reside(s) in the _____ District/Division of the
_____ State/Union Territory. This is also to certify that he/she does
not belong to the persons/sections (Creamy Layer) mentioned in Column 3 of the Schedule to the
Government of India, Department of Personnel & Training O.M. No. 36012/22/93 – Estt.(SCT)
dated 8.9.1993**.

District Magistrate
Deputy Commissioner etc.

Dated:

Seal

*- The authority issuing the certificate may have to mention the details of Resolution of
Government of India, in which the caste of the candidate is mentioned as OBC.

**-. As amended from time to time.

Note:- The term "Ordinarily" used here will have the same meaning as in Section 20 of the
Representation of the People Act, 1950.