



**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. 3/2015

Date:07.07.2015

**Closing date for submission of Application 22.08.2015**

**Website: [www.nmdc.co.in](http://www.nmdc.co.in)**

**Special Recruitment Drive for PwD (OH/HH/VH)**

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

Sl.No	Name of the Post	No of Posts	Qualification	Experience
1.	Jr Assistant Gr III(Trainee) (RS-3)	1(VH)	Graduate in Arts / Science/ Commerce from a recognized University / Institute and a minimum Typing speed of 30 WPM in English and/or Hindi language. <b>Desirable:</b> 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
2.	Miscellaneous Attendant (Trainee) (RS-1)	12 (VH-4 HH-4 OH-4)	Minimum 8 <sup>th</sup> Pass	NIL

**General Conditions:**

1. The closing date of receipt of the applications is 22.08.2015. The applications received after 22.08.2015 will not be considered. The corporation will not be responsible for any postal delay.
2. Age should be below 40 years as on the closing date of receipt of application for PwD(OH/HH/VH) General candidates, 45 years for PwD(OH/HH/VH) SC/ST candidates and 43 years for PwD(OH/HH/VH) OBC candidates. The above age limit is inclusive of upper age limit applicable for Persons with Disabilities. Relaxation of age for Ex-Servicemen will be as per Government of India directives.
3. The candidate applying for the above posts would be eligible for reservation who suffers not less than 40% of relevant disability and they are required to submit the Disability Certificate issued by the Competent Authority in prescribed format attached in Annexure-I. Further, the category of such persons of PwD(OH/HH/VH) viz., Gen/SC/ST/OBC should be indicated.

4. The OBC certificate submitted by the candidate in prescribed format attached in Annexure shall be obtained within 6 months and as per the orders contained in Government of India, Ministry of Personnel, Public Grievance & 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 Schedule of the above referred OM dated 8.9.93 and also belongs to the community listed as OBC by Government of India.
5. The last date for reckoning eligibility of candidates in respect of age, qualification, experience, claim for caste/community e.t.c., shall be the closing date for receipt of application.
6. Where the number of applications received in response to advertisement is large and if it will not be convenient or possible to call for test/interview all those candidates, the company reserves the right to fix criteria for calling the candidates on the basis of qualifications, experience, if any, etc. In this regard, the decision of Corporation is final and can not be called in question. After screening the applications, the candidates will be called for written test.
7. In the selection process, a candidate has to secure maximum marks in the written test and rank sufficient higher to be called for such other test and / or interview. However, since the final selection would depend on the number of vacancies and also relative performance of candidate, merely qualifying in the written test and / or such other test and personal interview, will not entitle a candidate to appointment in the company.
8. Outstation candidates called for written test, such other test and/or Interview will be paid 2<sup>nd</sup> Class Railway/Bus fare on production of Railway/Bus tickets by shortest route as per rules. This reimbursement is subject to the condition that the journey is actually commenced from the place to which call letter has been sent for attending written test, such other and/or Interview.
9. 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	Next 6 six Months	
1.	Junior Assistant Gr III (Trainee) (RS-3)	18 Months	₹12000/-	₹12500/-	₹11670-3%-20600 (RS-3)
2.	Miscellaneous Attendant (Trainee) (RS-1)	18 Months	₹11000/-	₹11500/-	₹11000-3%-19410 (RS-1)

10. 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 42% of Basic Pay of the 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.

11. Candidates working in Government / Quasi Government Services / Public Sector Undertaking OR Autonomous bodies should apply through proper channel, otherwise their applications will not be considered.
12. No correspondence will be entertained from the candidates for selection/test/interview/appointment. Canvassing in any form will be treated as disqualification.
13. NMDC Limited reserves the right to cancel this advertisement or withdraw part of this advertisement at any point of time which cannot be called in question.
14. The post applied for and category of PwD should be clearly superscribed on the envelope, otherwise it will be liable to rejection.
15. Interested candidates may send their neatly typed application on plain paper strictly as per the following prescribed format alongwith self attested copies of Certificates & testimonials and 3 Nos. recent Passport size Photographs so as to reach the Deputy General Manager (Personnel), NMDC Limited, Donimalai Iron Ore Mine, Donimalai Complex, Donimalai - 583118, Sandur (Tq), Ballari (Dist), Karnataka State on or before **22.08.2015**. **The applications received after 22.08.2015 or incomplete in any respect will be summarily rejected. Please visit our website [www.nmdc.co.in](http://www.nmdc.co.in) and click on 'Careers' for Advertisement and the related formats.**
16. *No application will be received by hand delivery.*
17. 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

Deputy General Manager (Personnel)  
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.3/2015**

**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 22.08.2015
  - 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					

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

Recent photograph of the candidate showing the disability duly attested by the Chairperson of the Medical Board

This is certified that Shri/Smt/Kum.....Son/wife/daughter of Shri ..... age..... sex .....identification 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 (a) Impaired reach (b) Weakness of grip
(iii) BLA-Both legs and both arms affected
(iv) OL – One leg affected (right or left) (a) Impaired reach (b) Weakness of grip (c) Ataxic
(v) OA – One arm affected (a) Impaired reach (b) Weakness of grip (c) Ataxic
(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 of .....years.....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

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\*- 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.