

# Rashtriya Chemicals and Fertilizers Limited

(A Government of India Undertaking)

Priyadarshini Building, Eastern Express Highway, Sion, Mumbai – 400022

Email id: apprentice2023@rcfltd.com



Rashtriya Chemicals and Fertilizers Limited (RCF) a Government of India Undertaking is a leading Fertilizer and Chemical manufacturing company having a Nav-Ratna status and is Premier Profit Making Central Public Sector Undertaking. It has two operating units, one at Trombay in Mumbai and the other at Thal, Raigad district, about 100 KM's from Mumbai.

Applications are invited for engagement of total **408 GRADUATE APPRENTICE / TECHNICIAN APPRENTICE / TRADE APPRENTICE** under **Apprentices Act, 1961** as amended from time to time for training at Trombay, Mumbai and Thal, Raigad District.

**NUMBER OF POST POSITIONS AVAILABLE, EDUCATIONAL QUALIFICATION & DURATION OF TRAINING AS UNDER:**

**Table A: GRADUATE APPRENTICE**

Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.04.2023	Minimum percentage required*	Duration of Training	No. of Trainees to be engaged
1	Accounts Executive	B.Com, BBA/Graduation with Economics	25	50	12 Months	51
2	Secretarial Assistant	Any Graduate, Basic English Knowledge	25	50	12 Months	76
3	Recruitment Executive (HR)	Any Graduate, Basic English Knowledge	25	50	12 Months	30
<b>Total</b>						<b>157</b>

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Table B: TECHNICIAN APPRENTICE

Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.04.2023	Minimum percentage required*	Duration of Training	No. of Trainees to be engaged
1	Diploma Chemical	Diploma in Chemical Engineering	25	50	12 Months	30
2	Diploma Civil	Diploma in Civil Engineering	25	50	12 Months	11
3	Diploma Computer	Diploma in Computer Engineering	25	50	12 Months	06
4	Diploma Electrical	Diploma in Electrical Engineering	25	50	12 Months	20
5	Diploma Instrumentation	Diploma in Instrumentation Engineering	25	50	12 Months	20
6	Diploma Mechanical	Diploma in Mechanical Engineering	25	50	12 Months	28
<b>Total</b>						<b>115</b>

Table C: TRADE APPRENTICE

Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.04.2023	Minimum percentage required*	Duration of Training	No. of Trainees to be engaged
1	Attendant Operator (Chemical Plant)	Passed B.Sc. with Physics, Chemistry and Mathematic or Biology only.	25	50	12 Months	104

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Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.04.2023	Minimum percentage required*	Duration of Training	No. of Trainees to be engaged
2	Boiler Attendant	Passed 10th class examination with Science and Mathematics under 10+2 system of education or its equivalent.	25	50	24 Months	03
3	Electrician	Passed 10th class examination with Science and Mathematics under 10+2 system of education or its equivalent.	25	50	24 Months	04
4	Horticulture Assistant	Passed 10th class examination under 10+2 system or its equivalent.	25	50	24 Months	06
5	Instrument Mechanic (Chemical Plant)	Passed B.Sc. with Physics and Chemistry.	25	50	12 Months	03
6	Laboratory Assistant (Chemical Plant)	Passed B.Sc. with Physics, Chemistry and Mathematic or Biology only	25	50	12 Months	13
7	Medical Laboratory Technician (Pathology)	Passed 12th class examination under 10+2 system of education with physics, chemistry and biology	25	50	15 Months	03
<b>Total</b>						<b>136</b>

\*5% marks relaxation into the final selection of SC/ST and PWBD

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Note: The above mentioned area of training and numbers of post are indicative and subject to change without prior notice. The decision of the management will be final and no appeal will be entertained.

**IMPORTANT NOTE:** THE COMPANY SHALL HAVE NO OBLIGATION TO GIVE REGULAR EMPLOYMENT TO APPRENTICES. THE APPRENTICES SHALL HAVE NO RIGHT TO CLAIM REGULAR EMPLOYMENT FROM COMPANY ON THE BASIS OF THIS APPRENTICESHIP AT ANY POINT OF TIME. THIS APPRENTICESHIP SHALL NOT CREATE ANY LIABILITY ON RASHTRIYA CHEMICALS AND FERTILIZERS LTD., FOR PROVIDING ANY JOB / EMPLOYMENT TO THE APPRENTICE.

**RESERVATION POSITION:**

The overall reservation for engaging apprentices in all categories is as given below:

SC	ST	OBC (NCL)	EWS	Unreserved	Total
61	30	110	40	167	408

**CONCESSIONS AND RELAXATIONS:**

- 1) 4% relaxation will be for PWBD candidates.
- 2) Reservation of posts for SC/ST/OBC (Non-Creamy Layer)/EWS candidates will be as per Govt. directives/Guideline.
- 3) 5% marks relaxation into the final selection of SC/ST and PWBD
- 4) Age relaxation for SC/ST candidates: -5 years, OBC: -3 years and PWBD: -10 years. Children/Family members of the victims of 1984 riots: -5 years.

**ELIGIBILITY:**

- 1) Candidate should not be less than eighteen years (18) of age as on **01.04.2023**.
- 2) The prescribed qualification shall be from a recognized University/Institute as a regular full time course.
- 3) Allied branches of diploma in engineering are not applicable.
- 4) Candidates who have completed Act Apprentice training or job experience for a period of one year or more shall not be eligible.
- 5) The candidate should have the passing certificate/ final year marksheet of the required qualification as on **01.01.2021** & thereafter the minimum percentage should be of the final year or the aggregate of last two semesters.

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- 6) Date of passing of the Final Qualifying examination for Apprenticeship (as per the eligibility criteria mentioned in this advertisement) should be greater than equal to **01.01.2021**.

#### STIPEND

- 1) The stipend applicable to apprentices is as per notification dated **25.09.2019** of Ministry of Skill Development and Entrepreneurship will be applicable.
- 2) The Apprentice Trainees shall not be entitled to any other benefit / facilities / allowances apart from the consolidated stipend.
- 3) Medical Facility on OPD basis in RCF Hospital will be provided to the trainees for self only.
- 4) Rashtriya Chemicals and Fertilizers Limited will not provide any assistance towards transportation from any point.

#### STIPEND PER MONTH

Sr. No.	Category	Prescribed Minimum Amount of Stipend
(1)	(2)	(3)
(i)	Technician (vocational) apprentice or Vocational Certificate holder or Sandwich Course (Students from Diploma Institutions)	Rs.7000/- per month
(ii)	Technician apprentices or diploma holder in any stream or sandwich course (students from degree institutions)	Rs.8000/- per month
(iii)	Graduate apprentices or degree apprentices or degree in any stream	Rs.9000/- per month

#### POSTING OF TRAINING

The Apprentices shall be provided training at **TROMBAY, MUMBAI AND THAL, RAIGAD DISTRICT** as per Company's requirement.

#### MODE OF SELECTION

1. A merit list will be drawn in the order of the percentage criteria and applicable reservation secured by the applicant in the prescribed essential educational qualification. Wherever CGPA/CPI or other grades in qualifying examination is awarded, equivalent % of marks should be indicated in the application as per norms adopted by concerned University / Institute. The candidate shall be required to submit a certificate to this effect from the University/Institute at the time of reporting, in case of final selection.

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2. The candidates from the merit list will be called for Documents Verification.
3. **Candidates who reside within 50 kms of respective units are encouraged to apply. Preference will be given to candidates residing in the local areas within 50 kms.**
4. After successful completion of **Documents Verification** and successful **Contract Approval of Apprenticeship on the respective portal** only then they will be appointed as **Apprentice Trainee**. Seven (7) days period will be given to the trainee for joining. The Apprentice is expected to join on the given date, failing which his/her candidature may stand cancelled.
5. The wait list of candidates will be prepared and operated as and when required.
6. In case of candidates securing equal marks in the merit list (even after considering the decimal points) the candidate having higher qualification or in case of same qualification, the candidate securing more marks in the preceding educational qualification will be placed at higher position in the merit list.

## **OTHER FACILITY**

Uniform and Safety equipment will provide by Rashtriya Chemicals and Fertilizers Limited.

## **REGISTRATION ON PORTALS:**

- a) Candidates aspiring for Trade Apprenticeship shall register on :  
<http://apprenticeshipindia.org/candidate-registration>
- b) Candidates aspiring for Technician Apprentice shall register as a student on :  
<https://www.mhrdnats.gov.in>
- c) Candidates aspiring for Graduate Apprentice such as BA, B. Com., B. Sc., BBA/Graduation with Economics will be registered after joining at RCF as an Apprentice.

## **HOW TO APPLY:**

STEP 1: Visit website [www.rcfltd.com](http://www.rcfltd.com)

STEP 2: Click on “RECRUITMENT “and then click on “**ENGAGEMENT OF APPRENTICES -2023-24**”

STEP 3: View the full Advertisement Details and read the instructions and terms and conditions carefully before applying.

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STEP 4: Click on "I Accept" and then click on "Apply Online" to fill the Application Form.

STEP 5: Candidate should keep the scanned copy of their passport size colour photograph in .jpg/.jpeg format of not more than 75 KB size and their signature in .jpg/.jpeg format of not more than 25 KB size.

STEP 6: After you fill the Application form, click on "SAVE/SUBMIT" to save/submit the data entered.

STEP 7: After submission of the application, the Application form will be generated.

STEP 8: Click on "Print" button to print the Application form which will be required at the time of Joining, if shortlisted. The candidates are not required to send the printout of the registered application form filled online.

**IMPORTANT DATES:**

Commencement of online registration of applications by candidates	24.10.2023 at 10:00 am
Last date for receipt of online applications	07.11.2023 till 05:00 pm

**OTHER REQUIREMENTS:**

- a) Latest Passport Size Photos
- b) Candidate should have a PAN Card.
- c) Candidate should have an Aadhar Card.
- d) Candidate should have a Bank Account & Cheque Book with their names printed. The stipend will be deposited in the same account only.
- e) Marksheets / Passing Certificates in the qualifying examination.

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**IMPORTANT INSTRUCTIONS:**

1. The Online submission of application will commence from 24.10.2023 to 07.11.2023.
2. The email address and mobile number specified in the application should be valid / functional for at least from the date of the submission of application.
3. The candidate who is selected as Apprentice must possess an Aadhar linked Bank Account on his/her own name (preferably a nationalized bank with internet banking / electronic facilities) to receive stipend from Rashtriya Chemicals and Fertilizers Limited.
4. The candidate should mandatorily possess PAN Card at the time of reporting if selected for engagement as Apprentice.
5. In case of selection for Apprenticeship in Rashtriya Chemicals and Fertilizers Limited, the candidates shall be required to bring the following original certificates along with attested photocopies as documentary proof at the time of reporting (as applicable):
  - a) Latest Passport Size Photos.
  - b) Proof of Age. (SSC certificate/Birth Certificate/School leaving certificate)
  - c) Educational Qualifications (All the Passing Mark sheets & Certificates of all semesters or yearwise).
  - d) Certificate from University / Institution regarding equivalent percentage of marks in qualifying examination.
  - e) Medical Fitness certificate from a Registered Medical Officer / Practitioner of Government. Municipal Hospital giving complete name, address and registration number of the medical authority (format of medical certificate for Apprentice 2023-24 is given as Annexure A)
  - f) Caste Certificate in case of SC/ST candidates.
  - g) OBC (NCL) certificate for candidates belonging to OBC (NCL) category and
  - h) EWS certificate for candidates belonging to EWS category.



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6. Applicants having B. Sc with Chemistry, Physics, Mathematics or Biology will only be considered for AOCF trade under RDSDE.
7. In case of candidates not having Biology in their Graduation degree but having only Zoology or only Botany, may apply as Graduate Apprentice in area training mentioned in Table A (Accounts Executive, Secretarial Assistant and Recruitment Executive (HR)).
8. **Candidates who reside within 50 kms of respective units are encouraged to apply. Preference will be given to candidates residing in the local areas within 50 kms.**
9. Candidates with qualification acquired through Distance Learning Mode or Part Time Mode or Correspondence mode shall NOT be considered.
10. Apprentices not completing entire training period or absent from training without valid grounds as per the provisions of the Apprenticeship Act, 1961, their Contract shall be terminated without notice and NO Certificate will be considered/ issued by Authority, which may be noted and recovery from the stipend will be done in such cases.
11. Candidates are advised to carefully read the full advertisement for details of Educational Qualification and other eligibility criteria before submission of online application.
12. All the candidates are advised to keep the copy of the printout of the online application form for reference as candidates are required to quote their application no. and date of birth for downloading the Accepted Application form from our website.
13. The medical certificate in the given format will only be accepted.
14. The intimation of reporting for the documents verification will be given through email and the same should be checked in the spam as well as in the important mails. Rashtriya Chemicals and Fertilizers Limited shall not be responsible for any loss of email, due to invalid/wrong email id /Mobile no etc. No request in this regard will be entertained.
15. Only those who meet the prescribed eligibility criteria should apply: If at any stage it is found that the candidate does not meet the prescribed eligibility criteria in the advertisement, his/her candidature will be rejected without giving any reason.

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16. In case it is found at any stage that the candidate is neither meeting the requirements as laid down in the advertisement nor has given correct information while filling up the on-line application form, his/her candidature shall be cancelled.
17. Any legal proceedings in respect of any matter claim or dispute arising out of this advertisement and/or an application in response there to can be instituted only in Mumbai and courts/forums at Mumbai only.
18. Rashtriya Chemicals and Fertilizers Limited reserves the right to cancel the advertisement and/or the selection process there under without assigning any reason.
19. Any change in the advertisement shall be reflected on Rashtriya Chemicals and Fertilizers Limited website.
20. Candidates have to apply for any ONE DISCIPLINE ONLY as per their eligibility. If any candidate/applicant submits application for more than one area of training, all their application will be rejected.
21. Screening and selection will be based on the details provided in the on-line application form, hence it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong/false information will be a disqualification and Rashtriya Chemicals and Fertilizers Limited will NOT be responsible for disqualification as a consequence of furnishing of such wrong/false information.
22. The applicant is not requested to send any document at this stage.
23. Merely Meeting the minimum eligibility criteria will not entitle any candidate for being selected for Apprenticeship.
24. Management may raise the minimum eligibility or any other conditions to restrict the number of candidates to be selected for Apprenticeship.
25. The decision of Management will be final and binding on all candidates on all matters related to eligibility, acceptance or rejection of the applications, mode of selection, and cancellation of selection process either in part or full, etc. No correspondence will be entertained in this regard.

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26. ONLY Online Application form filled on the website of RCF will be considered.
27. In order to maintain the quota, as per the targets for engagement of Apprentices, there would be variations in the posts earmarked in the advertisement upto 10% depending upon the response.
28. In case if we do not get enough response from the advertisement to fulfil the quota, we may accept applications on first come first serve basis. Only those candidates fitting the eligibility criteria mentioned in the advertisement will be considered.
29. The Company shall have no obligation to give regular employment to Apprentices. The Apprentices shall have no right to claim regular employment from Company on the basis of this apprenticeship at any point of time. This apprenticeship shall not create any liability on Rashtriya Chemicals and Fertilizers Limited for providing any job to the Apprentice.
30. The decision of the Management will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the applications, mode of selection, cancellation of the selection process either in part or full, etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the management based on suitability of candidates and no claim will arise for engagement, if some of these seats are not filled due to unsuitability/insufficient number of candidates.
31. Mail for further any communication: [apprentice2023@rcfltd.com](mailto:apprentice2023@rcfltd.com).

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