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Advt. No. 02/2024	**भारतीय रिज़र्व बैंक नोट मुद्रण (प्राइवेट) लिमिटेड** **(भारतीय रिजर्व बैंक के सम्पूर्ण स्वामित्वधीन सहायक कंपनी)** **BHARATIYA RESERVE BANK NOTE MUDRAN PRIVATE LIMITED** **(A wholly owned subsidiary of Reserve Bank of India)** **नैगमिक कार्यालय, बेंगलुरु - 560 029** **Corporate Office, Bengaluru – 560 029**

Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL/Company) is a wholly owned subsidiary of Reserve Bank of India. The Company is committed to design, print and supply banknotes conforming to customer requirements by continuous improvement through dedicated people on a transparent, secure and confidential environment and meet the environmental needs of the area and society by complying to the relevant legal and other regulations, using eco-friendly materials, conservation of natural resources and management of waste materials. One of the core values of the Company is to be socially and environmentally responsible. BRBNMPL has already put in place an effective Integrated Management System as embodied in the ISO 9001-2015, ISO 14001:2015 and ISO 45001:2018. BRBNMPL invites applications from eligible candidates for the posts of Assistant Manager (Security) and Security Manager for its Presses at Mysuru in Karnataka and Salboni in West Bengal.

The indicative number of vacancies are tabulated below:

Name of the Post	Post code	No. of Vacancies					Total vacancy
		SC	ST	OBC	EWS	UR	
Assistant Manager (Security)	1	-	1	-	-	2	3
Security Manager	2	-	-	-	-	1	1

NOTE: The number of vacancies as also the number of reserved vacancies is provisional and may vary according to the actual requirement of BRBNMPL**.** Reservation for SC/ST/OBC/EWS/ PwBD categories are applicable as per Govt. of India orders. Applicants belonging to reserved categories as well as those categories for whom no reservation has been provided are free to apply for the vacancies against 'UR' vacancies, if they satisfy the eligibility conditions.

2. NATURE OF JOB:

(a) Assistant Manager (Security):

The Officer will be responsible for carrying out duties assigned to him such as manning the control room, monitoring the CCTVs and supervising routine activities connected with security etc. The Officer may also be assigned Protocol and other duties.

(b) Security Manager:

The Officer will be responsible for the overall internal security of the Press and will liaise and coordinate with Police, CISF, Govt. and other agencies in all matters relating to security. The Officer will also exercise control over Assistant Manager / Deputy Manager - Security appointed by BRBNMPL. He / She may also be assigned Protocol and other duties as per requirement.

3. ELIGIBILITY CRITERIA:

(a) Assistant Manager (Security).

(i) Experience (as on 31/07/2024)

The candidate should be an Ex-Junior Commissioned Officer (JCO) with a minimum of 10 years of service as JCO in EME/Signals branch of Indian Army or equivalent rank in Indian Air Force/ Indian Navy from Technical Branch OR Ex -JCOs of Indian Army or equivalent rank in Indian Air Force/ Indian Navy having 10 years of service as JCO in

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other branches having obtained technical diploma OR Ex -JCOs of Indian Army or equivalent rank in Indian Air Force/ Indian Navy with a minimum of 10 years of service as JCO and served in NSG.

Note: Preference will be given to applicants who have obtained Technical Diploma in the required branch (EME/Signals) and are fluent in communicating in English.

(For Staff Candidates Only) : He should have been a Junior Commissioned Officer (JCO) in Indian Army or equivalent rank in Indian Air Force/ Indian Navy. He should also be a confirmed employee having put in a minimum of 5 years of service in the Company as on 31/07/2024.

(ii) Age Limit (as on 31/07/2024)

For External candidates: Applicant should be between 45 to 52 years

i.e., applicants born on or after 31/07/1972 and not later than 31/07/1979 are only eligible to apply

For Staff Candidates, upper age limit is relaxable by 5 years

Upper age limit is relaxable as per Govt. of India guidelines as prescribed for services under the Government of India.

(b) Security Manager:

(i) Experience (as on 31/07/2024)

The applicant should be an Officer in the rank equivalent to Captain and above with a minimum of five years' of Commissioned Service in the Indian Army/Indian Navy/Indian Air Force.

OR

The applicant should be at the rank equivalent to Assistant Commandant and above in Para-military Forces such as Border Security Force, Central Reserve Police Force, Assam Rifles, Indo Tibetan Border Police, Central Industrial Security Force etc. and should have put in a minimum of five years of service.

Note: Preference will be given to the applicants who have experience in Industrial Security and worked as Security Officer in any of the Public/Large Private Sector Organisation.

(For Staff Candidates Only): The candidates should have been an Ex-Serviceman in Junior Commissioned rank in Indian Army/Indian Navy/Indian Air Force. He should be a confirmed employee having put in a minimum of 10 years of service in the Company out of which, should have worked for minimum of 5 years in the Assistant Manager Level (Pay level 10) as on 31/07/2024.

(ii) Age Limit (as on 31/07/2024)

For External candidates - Not more than 45 yrs

i.e., applicant born on or after 31/07/1979 are only eligible to apply

For Staff Candidates – upper age limit is relaxable by 5 years

Upper age limit is relaxable as per Govt. of India guidelines as prescribed for services under the Government of India.

4. SCHEME OF SELECTION:

The Selection for the above posts will be made through Interview of eligible short-listed candidates. Merely fulfilling the eligibility criteria does not entitle a candidate to be called for interview. In case the number of applications received is large, BRBNMPL reserves the right to raise the minimum eligibility standard etc. in order to restrict the number of candidates to be called for interview, commensurate with the number of vacancies. The decision of BRBNMPL in this regard is final.

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5. EMOLUMENTS AND OTHER FACILITIES:

(a) i) For the post of Security Manager

Pay level – 11 in the BRBNMPL Pay Matrix, Initial Basic Pay ₹69,700/-, Approximate CTC - ₹23,30,000/-.

ii) For the post of Assistant Manager (Security)

Pay level – 10 in the BRBNMPL Pay Matrix, Initial Basic Pay ₹56,100/-, Approximate CTC - ₹18,94,000/-.

(b) They will also be eligible for Dearness Allowance, Perquisites and other allowances, Contributory Provident Fund and Gratuity as per rules of the Company. The present Cost to Company (CTC) per annum includes all allowances and identifiable costs and other benefits which are subject to conditions as per rules of the Company.

(c) In addition to the gross monthly emoluments in the grade the selected candidate will also be eligible for Meal coupons, subscription of one newspaper, Conveyance Allowance, telephone facility, Outdoor Medical reimbursement, Indoor Mediclaim, EIBM & WSRI, PLR etc. as per the rules of the Company. Travelling and Halting Allowances in respect of official journeys performed as applicable to the respective grades as per Company's rules.

(d) The selected candidates will be placed on probation for a period of one year. The period of probation may be extended by a further maximum period of one year at the discretion of the Company.

(e) Candidates presently in Central Government Services, on selection and appointment, will be eligible for protection of pay subject to the BRBNML Service Rules of the Company.

(f) The seniority of the candidates and career progression on appointment will be as per the existing rules of the Company subject to review of the policy, if any, at a later date.

6. APPLICATION FEE:

Rs.300/- (Rupees Three Hundred only). No fee is payable by SC/ST/PwBD and staff candidates.

Requisite application fee must be paid by means of Bank Pay Order/Demand Draft (Validity 3 months) issued by a Scheduled Commercial Bank drawn in favour of "Bharatiya Reserve Bank Note Mudran Private Limited" payable at "Bengaluru" along with the application. Payment in any other manner will not be accepted. Fee once paid will not be refunded.

7. ACCOMMODATION:

The candidate on appointment will be eligible for allotment of residential quarters subject to availability and as per the allotment rules of the Company. If residential accommodation is not allotted, the candidate will be eligible for House Rent Allowance as per Company policy.

8. REIMBURSEMENT OF COST OF TRAVEL:

Shortlisted applicants who are called for Interview will be reimbursed to and fro cost of 2 AC train fare/ bus fare by the shortest route from the place of residence/ work in India to the places of Interview for appearing at the interview subject to production of proof.

9. HOW TO APPLY:

Those who satisfy the aforesaid eligibility criteria may send their applications BY POST strictly in the prescribed format published herewith on one side only on A4 size paper available in the

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career page of the BRBNMPL's website www.brbnmpl.co.in along with self-attested photocopies of certificates in respect of age (School leaving certificate for date of birth proof), Discharge certificate/ Release order/ Experience Certificate and caste certificate / Disability certificate in the Government of India format (if applicable).

Duly filled-in application along with bank pay order / Demand Draft, mark sheets, certificates, testimonials etc. should be sent in a cover superscribed ***"Application for the post of ……., Post Code ….." vide Advt. No. 02/2024*** to the following address so as to reach on or before **06/09/2024.**

The Chief General Manager, Bharatiya Reserve Bank Note Mudran Private Limited
No.3 & 4, I Stage, I Phase, B.T.M. Layout, Bannerghatta Road
Post Box No. 2924, D.R. College P.O., Bengaluru - 560 029.

The said last date is extendable by 7 days i.e. upto **13/09/2024,** in respect of candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, J&K, Ladakh, Lahaul and Spiti District and Pangi Sub-division of Chamba District of Himachal Pradesh, Andaman and Nicobar Islands, Lakshadweep or abroad.

Applicants eligible and intending to apply for more than one post, should fill separate application indicating the post applied for along with supporting documents and requisite application fee.

10. IMPORTANT GENERAL INSTRUCTIONS

(a) Applicants should not enclose any certificates or copies thereof with the application However, a copy of the Release/Discharge Order/Experience Certificate from the Army/Air Force/Navy/ Paramilitary force and caste certificate & Disability certificate if applicable should be submitted along with application. Their candidature will be considered on the strength of the information declared in the application and release order/ documents of experience submitted. Shortlisted applicants called for Interview will have to submit copies of certificates, testimonials etc. in support of age, educational qualification, Record of Service etc. at the time of Interview.

(b) Candidates who do not fulfill the eligibility conditions as indicated above are not eligible and need not apply for the post and such applications are liable for rejection and the application fee if sent will not be returned.

(c) Candidates seeking age relaxation as per Govt. of India guidelines shall submit caste certificate in the prescribed format issued by competent authority.

(d) It is essential that the application is strictly in accordance with the prescribed format and is properly and completely filled and all certificates/mark sheets and contain no corrections / alterations / over-writing. The format of the application published in the advertisement should not itself be used. The application may be downloaded from the Company's website or may also be typewritten or neatly hand written in English.

(e) All educational qualifications must have been obtained from recognised universities/institutions. If grades are awarded instead of marks, candidates should clearly indicate its numerical equivalent.

(f) The ST applicants claiming reservation should enclose a photo-copy of the Caste certificate issued by the Competent Authority, in the format prescribed for claiming the benefits of reservation in Civil Posts and services for these categories under the Government of India.

(g) Applicants already in service of Government / Quasi Government Organisations, Public Sector Banks / Undertakings and Autonomous Bodies will have to submit "No Objection Certificate" from their employer at the time of interview, if shortlisted 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 the candidate will not be allowed to join the Company. If the application is required to be routed through their employer and in

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the process it reaches the BRBNMPL Office after the due date, it will not be considered even though it is submitted to their employer before the due date. In such cases, applications marked "Advance copy" should be sent to BRBNMPL Office directly together with fee (if applicable) and the regular copy should be routed through the employer.

(h) Persons discharged from service on disciplinary ground from the Indian Army/ Indian Air force/ Indian Navy/Para military force/ Persons who have been dismissed from the service of any organisation **need not apply**.

(i) 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.**

(j) 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.

(k) Selected applicants are liable to be posted to any of the Presses / Offices (i.e. Mysuru in Karnataka / Salboni in West Bengal and Corporate Office at Bengaluru) or to any of the offices / presses that may be opened by the Company in future.

(l) 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, referees 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.

(m) In case any dispute arises on account of interpretation of clauses in any version of this advertisement other than English, the English version available on Company's website **www.brbnmpl.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.

(n) Canvassing in any form will be treated as a disqualification.

(o) No correspondence from applicants regarding their eligibility to apply for the above posts will be entertained.

(p) Any **corrigendum** to this advertisement will be displayed only on the Company's website **www.brbnmpl.co.in**. Therefore, applicants are advised to keep checking the Company's website for any update.

(q) **The Company reserves the right to cancel the Advertisement fully or partly on any grounds and such decision of the Company will be displayed only on the Company's website www.brbnmpl.co.in**. It will not be intimated to the applicants individually. The Company also reserves the right to fill up the vacancies fully or partly by other method of selection, if considered necessary.

(r) Incomplete applications, application not in the format, application without copies of relevant certificates/fee, applications without copies of requisite documents or applications received after the closing date are liable for rejection.

(s) In case it is detected at any stage that a candidate does not fulfill the eligibility criteria and/or that he/she has furnished any incorrect / false information / certificate / documents or has suppressed any material fact/s, his/her candidature will stand cancelled and, if already appointed, his/her services will be summarily terminated without giving any notice or compensation in lieu thereof.

(t) BRBNMPL shall not be responsible for any application being rejected which is based on wrong information provided in any advertisement issued by unauthorized person / institution.

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(u) BRBNMPL takes no responsibility to collect any certificate / remittance sent separately.

(v) BRBNMPL takes no responsibility for any delay in receipt or loss in transit of any application or communication.

(w) For any information in this regard please contact us at 080-66602000 or email: recruitment@brbnmpl.co.in.

11. CHECK LIST FOR SUBMISSION OF THE APPLICTION FORM:

a) The Format of the Application Form as downloaded from the Company's website may only be used. The application, strictly in conformity with the Format, should be typed or neatly handwritten in English on A4 paper and should be completed in all respects. Incomplete application in any form and not in the prescribed Format shall be rejected. No correspondence will be entertained by BRBNMPL in the matter.

b) Name and address should be written in capital letters in English only.

c) Applicants should ensure that all the entries have been correctly filled in and the application is duly signed including pasting of recent photograph.

d) On the cover containing the application, the post applied for should be clearly indicated as "Application for the post of Assistant Manager (Security) / Security Manager (as applicable)" and sent to:

The Chief General Manager,
Bharatiya Reserve Bank Note Mudran Private Limited
No.3 & 4, I Stage, I Phase, B.T.M. Layout, Bannerghatta Road
Post Box No. 2924, D.R. College P.O., Bengaluru - 560 029.

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