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Rashtriya Chemicals and Fertilizers Limited

(A Government of India Undertaking)

(Navratna Company)

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

Email id: apprentice2024@rcfltd.com

Rashtriya Chemicals and Fertilizers Limited (RCF Ltd) is a leading profit making company in the business of manufacturing and marketing of Fertilizers and Industrial Chemicals having revenues from operation of around Rs.17598.80 crores. The Company has been accorded the coveted "Navratna" status in August 2023.The manufacturing units are in Maharashtra (at Thal - Dist. Raigad and at Trombay - Chembur, Mumbai) with a National Level Marketing Network. Company provides excellent career growth opportunities.

Applications are invited for engagement of a total **378 GRADUATE APPRENTICE / TECHNICIAN APPRENTICE / TRADE APPRENTICE under the Apprentices Act, 1961,** as amended from time to time for training at Trombay, Mumbai & Thal, Raigad, District.

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

Table A: GRADUATE APPRENTICE

Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.12.2024	Minimum percentage required*	Duration of Training	No. of Apprentices to be engaged		Total Apprentices
						Trombay	Thal	
1	Accounts Executive	B.Com, BBA/Graduation with Economics , Basic English and Computer operation knowledge is essential	25	50	12 Months	26	25	51
2	Secretarial Assistant	Any Graduate, Basic English and Computer operation knowledge is essential	25	50	12 Months	66	30	96
3	Recruitment Executive (HR)	Any Graduate, Basic English and Computer operation knowledge is essential	25	50	12 Months	20	15	35
Total						**112**	**70**	**182**

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Table B: TECHNICIAN APPRENTICE

Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.12.2024	Minimum percentage required*	Duration of Training	No. of Apprentices to be engaged		Total Apprentices
						Trombay	Thal	
1	Diploma Chemical	Diploma in Chemical Engineering	25	50	12 Months	10	10	20
2	Diploma Civil	Diploma in Civil Engineering	25	50	12 Months	09	05	14
3	Diploma Computer	Diploma in Computer Engineering	25	50	12 Months	03	03	06
4	Diploma Electrical	Diploma in Electrical Engineering	25	50	12 Months	05	05	10
5	Diploma Instrumentation	Diploma in Instrumentation Engineering	25	50	12 Months	10	10	20
6	Diploma Mechanical	Diploma in Mechanical Engineering	25	50	12 Months	10	10	20
Total						**47**	**43**	**90**

Table C: TRADE APPRENTICE

Sr. No.	AREA OF TRAINING	Educational Qualification Required	Upper Age limit as on 01.12.2024	Minimum percentage required*	Duration of Training	No. of Apprentices to be engaged		Total Apprentices
						Trombay	Thal	
1	Attendant Operator (Chemical Plant)	Passed B.Sc. with Physics, Chemistry and Mathematic (Chemistry as a major subject).	25	50	12 Months	33	41	74

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2	Boiler Attendant	Passed 12th class examination with Science under 10+2 system of education	25	50	24 Months	02	01	03
3	Electrician	Passed 12th class examination with Science under 10+2 system of education or its equivalent.	25	50	24 Months	02	02	04
4	Horticulture Assistant	Passed 12th class examination under 10+2 system or its equivalent.	25	50	24 Months	03	03	06
5	Instrument Mechanic (Chemical Plant)	Passed B.Sc. with Physics, Chemistry and Mathematics (Physics as a major subject).	25	50	12 Months	02	01	03
6	Laboratory Assistant (Chemical Plant)	Passed B.Sc. with Physics, Chemistry and Mathematic (Chemistry as a major subject).	25	50	12 Months	06	08	14
7	Medical Laboratory Technician (Pathology)	Passed 12th class examination with Science under 10+2 system of education	25	50	15 Months	00	02	02
Total						**48**	**58**	**106**
Grand Total						**207**	**171**	**378**

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

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

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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 THE COMPANY ON THE BASIS OF THIS APPRENTICESHIP AT ANY POINT. 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
56	28	101	37	156	378

CONCESSIONS AND RELAXATIONS:

1) Reservation of posts for SC/ST/OBC (Non-Creamy Layer)/EWS candidates will be as per Govt. directives/Guideline.
2) 5% marks relaxation into the final selection of SC/ST and PWBD.
3) 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) The Candidate should not be less than eighteen years (18) of age as on 01.12.2024.
2) The prescribed qualification shall be from a recognized University / Institute and as a regular full time course.
3) Allied Branches of Diploma in Engineering are not applicable/acceptable.
4) Candidates who have completed Act Apprentice training or job experience for a period of one year or more or are pursuing higher studies shall not be eligible.
5) The candidate should have the passing certificate/ final year mark sheet of the required qualification as on 01.01.2022 and thereafter the minimum percentage should be of the final year or the aggregate of last two semesters.
6) The Date of passing of the Final Qualifying examination for Apprenticeship (as per the eligibility criteria mentioned in this advertisement) should be greater than or equal to 01.01.2022.

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STIPEND:

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

STIPEND PER MONTH

Sr. No.	Category of Trade Apprentices	Prescribed 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

Note: Sr. No (ii)and (iii) 50% stipend will be paid by the Board of Apprenticeship Training (BOAT), and 50% will be borne by RCF Limited.

POSTING OF TRAINING

The Apprentices shall be provided training at TROMBAY- MUMBAI AND THAL, RAIGAD DISTRICT, as per Company's requirement.
Candidate is required to choose either Trombay or Thal in the dropdown menu "Posting At". Once opted, the choice cannot be change and candidate will be posted as per the approved quota of the respective unit.
Note: The candidate shall note that the posting at any stage is non-transferable.

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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 are awarded, equivalent % of marks should be indicated in the application as per norms adopted by the concerned University or 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.

2. The candidates from the merit list will be called for Document Verification.

3. Only 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**. The Apprentice is expected to join on the contract approval date, failing which his/her candidature may stand cancelled.
4. 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 PPE's will be provided by Rashtriya Chemicals and Fertilizers Limited.

REGISTRATION ON PORTALS:

a) Candidates aspiring for Trade Apprenticeship (NAPS) shall register on:
https://apprenticeshipindia.gov.in

b) Candidates aspiring for Technician apprentices or diploma holder and Graduate apprentices or degree apprentices shall register as a student on: https://nats.education.gov.in

HOW TO APPLY:

STEP 1: Visit the website www.rcfltd.com

STEP 2: Click on "RECRUITMENT "and then click on **"ENGAGEMENT OF APPRENTICES -2024-25"**

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

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

STEP 5: The Candidate must choose the posting area "Trombay or Thal" as given in the dropbox.

STEP 6: The Candidate should keep the scanned copy of their passport size color 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 7: After you filled out the Application form, click on "SAVE/SUBMIT" to save/submit the data entered.

STEP 8: After submission of the application, the Application form will be generated.

STEP 9: 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	10.12.2024 at 10.00 am
Last date for receipt of online applications	24.12.2024 till 05.00 pm

OTHER REQUIREMENTS:

a) Latest Passport Size Photos
b) Candidate should have an updated PAN Card.
c) Candidate should have an updated AADHAR Card.
d) Candidate should have a self-operated primary Bank Account with their names printed on it. The stipend will be deposited in the same account only. The account should be DBT (Direct Benefit Transfer) enabled & AADHAR mapped.
e) Mark sheets / Passing Certificates in the qualifying examination as supporting documents.

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IMPORTANT INSTRUCTIONS:

1. The Online submission of application will commence from **10.12.2024 to 24.12.2024** (including both dates).
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 the application.
3. The candidate who is selected as Apprentice must possess an AADHAR linked and seeded Bank Account on his/her own name (preferably a nationalized bank with internet banking / electronic facilities) to receive stipend from Board of Apprenticeship Training (BOAT) and Rashtriya Chemicals and Fertilizers Limited.
4. The candidate should mandatorily possess PAN & AADHAR Card at the time of reporting if selected for engagement as Apprentice (Name on the AADHAR card should be the same with all educational qualification.
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) A copy of Leaving certificate SSC, HSC & Graduation with Student ID.

   d) Educational Qualifications (All the Passing Mark sheets & Certificates of all semesters or year wise).

   e) Certificate from University / Institution regarding equivalent percentage of marks in qualifying examination.

   f) 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 2024-25 is given as **Annexure A**).

   g) Caste Certificate in case of SC/ST candidates. (**Annexure B)**

   h) OBC (NCL) certificate for candidates belonging to OBC (NCL) category and caste certificate in central Government Format.

   i) EWS certificate for candidates belonging to EWS category.

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6. Applicants having B.Sc with Chemistry, Physics, Mathematics will only be considered for **AOCP and LACP trade under RDSDE (major subject as Chemistry)**.

7. Applicants having B.Sc with Chemistry, Physics and Mathematics will only be considered for the **IMCP trade under RDSDE (major subject as Physics)**.

8. In case of candidates having Biology in their Graduation degree with only Zoology or only Botany, they may apply as Graduate Apprentices in the area training mentioned in **Table A** I.e. Secretarial Assistant or Recruitment Executive (HR).

9. Candidates with qualifications 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 a case.

11. Candidates are advised to carefully read the full advertisement for details of Educational Qualifications and other eligibility criteria before submission of their 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 only on website of Rashtriya Chemicals and Fertilizers Limited.

20. The 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 in not required to send any document at this stage.i.e. while applying through on-line.

23. Merely Meeting the minimum eligibility criteria will not entitle any candidate for being selected for Apprenticeship Training.

24. Management may raise the minimum eligibility or any other conditions to restrict the number of candidates to be selected for Apprenticeship Training.

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 out on the website of RCF Limited 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 of upto the 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 Apprentices. This Apprentice training is purely the requirement under Board of Apprenticeship Training (BOAT) scheme.

30. The decision of the RCF Limited 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. For any communication, kindly mail to : apprentice2024@rcfltd.com only, No telephonic call or personal visit shall be entertained.

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