


BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LIMITED
(A Government of India Undertaking)

Corporate Office, Namrup,

P.O. Parbatpur, Dist. Dibrugarh, Assam: PIN-786623

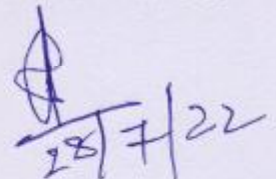
FAX- 0374 2500317; e-mail: info@bvfc.co.in

Brahmaputra Valley Fertilizer Corporation Ltd, a CPSE under the Ministry of Chemicals & Fertilizers operates two Ammonia-Urea plants at Namrup in the Upper Assam District of Dibrugarh with a capacity to produce 3.90 lakh MT of urea per annum. The company intends to engage personnel for the following post purely on contractual basis for a minimum period of 03 (three) years. The contract of engagement will be terminated after completion of job.

Sl. No	Post & No. of Vacancy	Consolidated pay per month	Job requirement	Eligibility criteria	
				Age limit (Max) as on 01.07. 2022	Essential Qualification & experience excluding training (if any) as on 01.07.2022
1	Vice Principal (on Contractual basis) 01 no.)	Consolidate emolument: 16550/- (Rupees Sixteen thousand Five hundred fifty) only per months based on attendance including paid leave, holiday if any.	<p>a) Looking after all academic and administrative functions of BVFCL HS School.</p> <p>b) Liaison with Board of Secondary Education, Assam, Assam Higher Secondary Council, Inspector of Schools, District Elementary Office, Govt. of Assam.</p> <p>c) Conduction of HSLC Examination and Higher Secondary Final Examination.</p> <p>d) Completion of registration of students for class IX & XI which includes 11 nos. of Feeder Schools, 04 nos. of Jr. college & HS School</p> <p>e) Collection and Distribution of Pass Certificates</p>	Maximum age limit : Gen: 50Years SC/ST :55Years OBC(NCL) : 53Years	<p>(a)Educational Qualification for post Graduate teacher: Post Graduate Degree in any discipline from recognized University. Experience: Post Graduate teacher must have at least 10 years of teaching experience imparting education from Class IX to XII. Or</p> <p>(b)Educational Qualification for Graduate Teacher : Graduate of any discipline from recognized University. Experience: Graduate teacher must have at least 12 years of teaching experience imparting education from VI to X .</p> <p>Provided that for being eligible for selection to the post of Vice – principal, any Graduate Teacher must have possessed Post Graduate in any discipline with B.T/B.Ed degree from any recognized University.</p>

General Information and instructions:

- 1) Essential qualifications as specified must be a government recognized Board / University.
- 2) Candidates belonging to SC/ST/OBC (non creamy layer)/PwBD/Ex-SM/EWS are required to submit attested copies of their caste/ non creamy layer certificate/ medical certificate /discharge certificate /latest income & asset certificate issued by the Competent Authority along with the application. OBC candidates who belong to "CREAMY LAYER" are not entitled for OBC concession and such candidates have to indicate their category as "General".



- 3) For claiming the benefit of Physically Handicapped, the candidates should produce Medical Certificate issued by a Medical Board attached to the special Employment Exchange/Vocational Rehabilitation Centre for PwBD or Head of concerned Department of a Government Civil Hospital satisfying the prescribed disability criteria.
- 4) Age relaxation to SC/ST/OBC/PwBD/ExSM candidates would be provided as per Govt. guidelines.
- 5) Apart from the consolidated fee per month as indicated in the advertisement, no other financial benefits/perks, etc. will be available to contract personnel. However, Company's residential accommodation and School facilities for children will be available at par with the regular employees. The Medical facilities shall be limited to indoor and outdoor treatment to the extent available in BVFCL hospital.
- 6) The engagement is purely on contractual basis and it will not confer any right or claim for consideration for regularization/absorption against any permanent post in BVFCL.
- 7) Date of interview cum Personal Assessment will be communicated to the applicants who meet the advertised criteria.
- 8) The contract of engagement is terminable by giving one month's notice in writing from either side.
- 9) Vice Principal will also be covered under the Group Personal Accident Insurance Scheme.
- 11) The Company would be free to terminate the contract of engagement in case of absence of the engaged official by more than 12 days beyond the entitled leave in a calendar year.
- 12) Before applying for the post, **candidates should ensure that he/she fulfils the eligibility and other criteria mentioned in this advertisement.**
- 13) No TA/DA will be paid to the candidates for appearing in the interview.
- 14) Any dispute with regard to the recruitment against the advertisement will be within the jurisdiction of Dibrugarh District court only.
- 15) Deserving candidates only may apply in prescribed format along with attested copies of certificates and testimonials regarding age, qualification, experience, caste for SC/ST & valid non creamy layer certificate for OBC, PwBD certificate for physically challenged candidate from Competent Authority and two recent passport size photographs
- 16) Application duly complete in all respects superscribing on the envelope "Application for the post _____" (name of the post) should be sent through Namrup Employment Exchange to Sr. Manager (HR), BVFCL, Namrup, P.O. Parbatpur, Dist: Dibrugarh, Assam, Pin-786623 within 30 days from the date of publication of this advertisement in local dailies. For detailed advertisement, specification, eligibility criteria and prescribed format etc. please visit our website <http://www.bvfcl.com>.
- 17) Applications received after last date of submission will neither be entertained nor returned. BVFCL will not be responsible for postal delay or loss/ non delivery thereof. No correspondence in this regard will be entertained.
- 18) BVFCL reserves the right to change the number of vacancies and cancel / restrict / modify / alter the recruitment/ selection process, if required, without issuing any further notice or assigning any reason thereof.

(D. Hembram)

Sr. Manager (HR)



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SPECIMEN APPLICATION FORM



Advt.No. HR/11/2022/8

POST APPLIED FOR : _____

(to be engaged on contract basis)

1. Name :	2.Father's name:
3. Date of birth and age on 01.07.2022:	4. Place of birth :
5. Nationality :	6. Home Town :
7. Present Address :	8. Permanent Address:
9. Present Telephone No. Office : Res. : FAX : e-mail :	10. Caste status : SC ST OBC EWS Ex-SM OTHERS

11. Academic background :					
Name of the institution	Qualification Acquired*	Duration of course	Year of passing	Class or Division	Main field of study

*(Photocopy of certificates to be attached)

12 Training & Attainments:				
Name of the course	Period/duration	Name of Institute	Field of Study	

13. Experience as on **01.07.2022** – Starting from present position :

(Photocopy of appointment/promotion letter for each post to be attached)

Employer's name & address & type of	Post held & scale of pay	Period of employment	Total years of experience	Nature of duties

business		From dd/mm/yy	To dd/mm/yy		
A.					
B.					
C.					
D.					
E.					

14. Details of last pay drawn :

15. References (other than relatives)

Full name	Full Address	Telephone/Fax/e-mail	Occupation

16 Have you applied in any time for a regular post in BVFCL? If yes, please mention the post and advertisement No.

17. Caste Category: SC / ST / OBC (NCL) / EWS/Ex.SM/GENERAL (Please tick
√)

Candidates belonging to SC/ST Community should submit self-attested copies of their valid caste/tribe certificates in the prescribed format issued by the competent authority. OBC (NCL) candidates shall have to submit copies of requisite caste Certificate issued in current financial year by the competent authority.

18. Extracurricular activities/proficiency, etc. :

19. Employment Exchange Regn. No. if any :

I hereby certify that all the statements given in this application are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information given herein is found false or incorrect or concealed, the appointment will be liable to be terminated.

Place _____

Date _____

Signature of the Applicant