



**NLC India Limited**  
(‘Navratna’ - Government of India Enterprise)  
**RECRUITMENT CELL / HR DEPARTMENT / CORPORATE OFFICE**  
**Block-1, Neyveli-607 801, Cuddalore District, Tamil Nadu**



**Advt. No. 01/2020**

**ENGAGEMENT OF INDUSTRIAL TRAINEE (FINANCE)**

NLC India Limited, a premier ‘NAVRATNA’ Central Public Sector Enterprise is spreading its wings in the frontiers of Mining (Lignite & Coal), Thermal Power generation and Renewable energy. The Corporate plan of the company has many ambitious expansion schemes for massive capacity augmentation in the years to come. The Company is looking for suitable candidates for engagement as Industrial Trainee (Finance) at its various Projects / Offices as indicated below: -

Project / Office	Number of training slots
Neyveli Units	26
Corporate Office	04
Barsingsar Project	04
NTPL / Tuticorin	06
NUPPL, Kanpur	05
Regional Office / Chennai	04
Regional Office / New Delhi	02
Talabira Project	04
South Pahwara - Dumka	01
<b>Total</b>	<b>56</b>

**TERM & MONTHLY STIPEND**

The term of engagement as Industrial Trainee (Finance) is purely for a period of **12 Months** only from the date of joining training. There should be no misconception or claims by the beneficiary for employment in NLCIL on completion of training. The stipend payable to the trainees is **Rs.22000/- (Rupees twenty two thousand only) per month.**

**ELIGIBILITY**

**Qualification**

Pass in Intermediate Examination of Institute of Chartered Accountants of India (or) Institute of Cost Accountants of India. (ICMAI)

**Upper age limit**

Should not have completed 28 years as on 01/03/2020. Upper age limit is relaxable by 5 years for SC / ST candidates & 3 years for OBC candidates. Persons with disabilities are entitled for relaxation of upper age limit by 10 (in addition to relaxation entitled to SC/ST/OBC categories) years and for Ex-Servicemen as per Govt. of India guidelines.

## METHOD OF SELECTION

Selection of candidates will be based on percentage of marks scored by them in Intermediate examination of CA/CMA, as the case may be.

## RESERVATIONS & RELAXATIONS

1. Reservation and relaxations for SC/ST/OBC (non-creamy layer)/EWS/PwBD (degree of disability 40% & above) & Ex-serviceman candidates will be as per Government of India guidelines.
2. Category (EWS/SC/ST/OBC/ PwBD /Ex-servicemen) once filled in the online application form will not be changed and no benefit of other category will be admissible later on. The reserved category candidates are required to submit requisite certificate in the format prescribed by Government of India and issued by the Competent Authority.
3. Candidates belonging to OBC (Non-Creamy Layer) category should furnish latest OBC (Non-Creamy Layer) certificate in the prescribed format (applicable for purpose of reservation in appointment to posts under Government of India as contained in DOPT Memo No.36036/2/2013- Estt. (Res.) dated 30-05-2014) obtained from competent authority. However, they should produce OBC (NCL) certificate obtained from competent authority on or after 01.04.2019 at the time of certificate verification.
4. Candidates belonging to Economically Weaker Sections (EWS) will have to furnish self-attested copy of valid Income & Asset certificate issued by the competent authority as per OM No.36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG&P, Govt. of India. However, they should produce Income and Asset Certificate for Economically Weaker Sections obtained from competent authority on or after 01.04.2019 at the time of certificate verification.
5. In case sufficient numbers of candidates are not available to fill up training slots reserved to any of the reserved categories (OBC / SC / ST / EWS categories), unfilled training slots may be filled up with the candidates belonging to unreserved category or other reserved categories (This norm is proposed in order to ensure effective utilization of all the training slots).

## HOW TO APPLY

1. Interested candidates meeting the above requirements may apply ONLINE and upload scanned copy of following certificates in NLCIL Online application portal in career page of NLCIL website ([www.nlcindia.com](http://www.nlcindia.com)):-
  - i. Recent passport size Colour photograph, taken after 01/03/2020
  - ii. Scanned image of candidate's signature (in dark Blue or Black ink)
  - iii. Proof for Date of Birth (Birth Certificate (or) SSLC / Matriculation / HSC Mark Sheet).
  - iv. Copy of AADHAR Card
  - v. Proof for possessing notified Qualifications (Intermediate Examination Certificate of CA/CMA & Mark sheets of intermediate examination of CA/CMA in chronological order).
  - vi. Community Certificate (in case of candidates belonging to SC/ST/OBC-NCL / EWS categories)
  - vii. Disability Certificate in case of PwBD candidates.
  - viii. Proof for Ex-servicemen viz. Discharge Certificate for Ex-Servicemen, etc.

- ix. Proof for Project affected Person (applicable for Project affected Person only)
2. In support of educational qualification(s) and experience(s) all documents are to be arranged in chronological order in a single pdf file and to be uploaded. Any attempt to upload multiple pdf files for educational qualification(s) and experience(s) will result in over writing and only the last uploaded file will get saved.
  3. Candidates are requested to ensure that only legible self attested documents are uploaded. Also they are requested to ensure through “view document” option that the documents that they have uploaded are legible for e-verification.
  4. Scrutiny of applications for short listing of candidates will be solely based on documents / certificates uploaded by the candidates at the time of registration / submission of application through ONLINE.
  5. Before registering / applying online, the candidates should ensure that they have valid e-mail ID, which should remain valid till the selection of trainee process is completed.
  6. After submitting the application through ONLINE, a Registration-Cum-Application Form will be generated. Candidates are required to take print out of the same and should submit along with copies of other uploaded documents at the time of Certificate Verification.
  7. No manual / paper applications will be entertained directly.

Sl. No	Documents	File type	File size not exceeding
1	High quality Passport size Colour photograph (3.5 cm Width × 4.5 cm Height, taken after 01/03/2020 in a professional studio).	JPEG	50 KB
2	Good quality image of candidate's signature (in dark Blue or Black ink)	JPEG	50 KB
3	Proof of Date of Birth (Birth Certificate (or) SSLC / Matriculation / HSC Mark Sheet).	PDF or JPG	250 KB
4	Copy of AADHAR Card	PDF or JPG	250 KB
5	Intermediate Examination Certificate of CA/CMA & Mark sheets of intermediate examination of CA/CMA	PDF (kindly refer para 2 before uploading)	2.5 MB
6	Copy of Community Certificate (applicable to SC/ST/EWS/OBC -NCL Categories only)	PDF or JPG	250 KB
7	Copy of Disability Certificate (applicable for PwBD candidates)	PDF or JPG	250 KB
8	Proof for Ex-Serviceman (applicable for Ex-Serviceman only)	PDF or JPG	250 KB
9	Proof for Project affected Person (applicable for Project affected Person only)	PDF or JPG	250 KB

## GENERAL CONDITIONS

1. Candidates should have registered their names in Institute of Chartered Accountants of India or Institute of Cost Accountants of India.
2. Candidates should not have undergone any similar training elsewhere.
3. Completion of training does not entitle the trainees any right for temporary or permanent job in NLC India Limited.
4. Candidates are informed that applying for engagement as IT (Finance) shall not give them any right to be engaged as trainee in the company.
5. Besides payment of stipend, the trainees will be provided residential accommodation (unfurnished) on sharing basis at nominal rent, subject to availability.
6. Preference will be given to the Project affected Persons, if qualified.
7. Only Indian Nationals are eligible to apply.
8. Candidates can contact the Helpline No.04142-255135 between 10:00 Hours and 17.30 Hours on all working days. Candidates are hereby advised not to contact telephone numbers of any other officials / divisions and avoid disturbing others.
9. The appointment of selected candidates will be subject to being found Medically Fit as per the prescribed health standards of NLCIL and they will be required to produce a Medical Fitness Certificate from a Government Registered Medical Practitioner at the time of Certificate verification.
10. Candidature of a registered candidate is liable to be rejected at any stage of selection process or after selection or on joining of training, if any information provided by the candidate is false or if not found to be in conformity with eligibility criteria mentioned in the advertisement, the Candidate's training will be terminated.
11. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and/ or an application in response thereto can be instituted only in Chennai and the Courts/Tribunals/Forums (Jurisdiction Courts) at Chennai shall have sole and exclusive jurisdiction.

### **IMPORTANT DATES**

**ONLINE Registration Starting Time & Date : 10:00 hours on 05-03-2020**

**ONLINE Registration Closing Time & Date : 17:00 hours on 26-03-2020**