



Rashtriya Chemicals and Fertilizers Limited
(A Government of India Undertaking)
Administrative Building, Chembur, Mumbai 400 074

"RCF strives to have a workforce which reflects gender balance and women candidates are encouraged to apply."

RCF Ltd. is a leading profit making and progressive public sector undertaking in the business of manufacturing and marketing of Fertilizers and Industrial Chemicals. The Manufacturing Units are in Maharashtra (at Thal - Dist. Raigad and at Trombay / Chembur, Mumbai) with National Level Marketing network. Employee strength is about 3300 and sales turnover (for the financial year 2016-17) is over Rs. 7200 crores. The Company provides excellent career growth to the employees.

The Company intends to fill up following vacancies:

Sr.no	POST & DISCIPLINE	PAY SCALE (pre-revised)	NUMBER OF VACANCIES	RESERVATION
1	Manager (Legal)	Rs. 29100 - 54500	01	UR
2	Sr. Officer (Legal)	Rs. 20600 - 46500	01	UR

A. AGE, QUALIFICATION AND INLINE WORK-EXPERIENCE ELIGIBILITY CRITERIA

Sr. No	Post Name	Maximum Age (in years)	Minimum Educational Qualification	Post Qualification Inline Work - Experience
1	Manager (Legal)	40	Regular/full time graduate with a degree in Law or a Law graduate who has passed 5 years integrated law course from a recognized university of India. The candidate should have secured minimum 55% (aggregate) in final year / minimum 55% average in last two semesters of the Law Graduation.	Minimum 12 years relevant post qualification experience in PSU/Govt. service/Autonomous body/MNCs or private organization/ working with Law firms/ practicing at BAR (Advocate).
2	Sr. Officer (Legal)	35	Regular/full time graduate with a degree in Law or a Law graduate who has passed 5 years integrated law course from a recognized university of India. The candidate should have secured minimum 55% (aggregate) in final year / minimum 55% average in last two semesters of the Law Graduation.	Minimum 7 years relevant post qualification experience in PSU/Govt. service/Autonomous body/MNCs or private organization/ working with Law firms/ practicing at BAR (Advocate).

Functional knowledge of computers is essential for the post.

B. DATE OF RECKONING ELIGIBILITY CRITERIA.

The cut-off date for determining eligibility criteria in respect of minimum educational qualification, post qualification inline experience and age shall be 01.04.2018 and will remain unchanged irrespective of any reason whatsoever.

C. PAY & PERKS

Pay scales are under revision in terms of Government of India guidelines. Selected candidates will be placed at the minimum Basic Pay in pay scale indicated for each post. Besides Basic Pay, candidates will also be paid Industrial Dearness Allowance, House Rent Allowance / Company Accommodation and will also be entitled for other perquisites & allowances /benefits such as Leave Encashment, Medical Facilities, Performance Related Pay, Contributory Provident Fund, Gratuity, Contributory Superannuation Benefit Fund Scheme, LIC Pension and Accident Insurance etc. as per Company rules in force from time to time.

D. SELECTION:

Shortlisted candidates will be called for Personal Interview. The Company reserves the right to call only those candidates who according to its decision, rank high in terms of eligibility criteria from the applications received. Merely meeting the minimum eligibility criteria will not make any candidate automatically entitled for being called for interview. No correspondence will be entertained in this regard.

HOW TO APPLY: Interested candidates may refer to the recruitment section of the company's website at www.rcfltd.com for further details. The duly filled up application in the enclosed prescribed format along with self - attested photo copies of all Educational certificates and Marksheet starting from SSC, HSC, Graduation (all years / semester wise), Post-Graduation if any, (all semesters / years), PWD certificate if applicable, Caste Certificate if applicable, Proof of Age, Experience Certificates, should reach to the office of Executive Director (HR), Rashtriya Chemicals and Fertilizers Limited, 1st Floor, Room No.148, Administrative Building, Chembur, Mumbai - 400074. The application should reach at the given address on or before 31.05.2018. Candidates who have applied in response to our earlier advertisement for the post of Manager (Legal) will have to apply again.

Please read all the instructions carefully before filling up the Form.

GENERAL INSTRUCTIONS:

1. In addition to the notified vacancies a panel of candidates shall also be created for unforeseen vacancies, including but not limited to vacancies caused by cessation of service of selected candidates, arising within one year from date of empanelment. Posts shall be filled according to reservation position. Accordingly, SC/ST/OBC/PwD/ExSM category candidates are encouraged to apply.
2. The Company reserves the right to call only those candidates for interview who according to its decision, rank high in terms of eligibility criteria from the applications received. Merely meeting the minimum eligibility criteria will not make any candidate automatically entitled for being called for interview. No correspondence will be entertained in this regard.
3. Candidates have to make their own arrangement for lodging and boarding while appearing for interview.
4. The candidates should specify an active e-mail id and phone number which will be valid throughout the recruitment / selection process.

5. The eligible candidates will be intimated about the date, time and venue of Interview through post and or e-mail (on the e-mail id provided by them) in the application form.
6. For appearing for the interview, all outstation candidates will be reimbursed to and fro III tier AC Train / Bus Fare (restricted to III tier AC fare) by the shortest route on production of the ticket. The reimbursement will be done only for correspondence address mentioned by the candidate in the application form.
7. Candidates presently employed in Govt. Dept. / PSUs / Semi Govt. Departments will be required to submit NOC at the time of interview.
8. The post applied for is to be written at the top left-hand corner of the envelope, while sending the Application Form to RCF along with required documents.
9. No communication (written/telephonic) will be entertained after the closing date of the submission of the Application Form, as regards the date of Interview etc. the candidates should await the intimation from the Company.
10. The Court of jurisdiction for any dispute will be at Mumbai.

Encl.: - Annexure I.
