



TAMIL NADU NEWSPRINT AND PAPERS LIMITED

TNPL, a well known Paper Manufacturing Company with a turnover of over ₹ 1800 crore requires the following personnel for its Corporate office at Chennai :

Sl. No.	Name of the post	No. of posts	Place of posting	Scale of Pay (₹)	Monthly CTC at the minimum of Pay Scale as of 01.03.2013
1	Assistant General Manager(Finance)	1	Corporate office, Chennai	₹ 35500-1200-47500	₹ 1,21,000/-
2	Assistant General Manager(Marketing)	2		₹ 35500-1200-47500	₹ 1,21,000/-
3	Assistant General Manager (Internal Audit)	1		₹ 35500-1200-47500	₹ 1,21,000/-
4	Manager (Marketing)	2		₹ 28000-800-36000	₹ 96,000/-
5	Deputy Manager (Marketing)	1	Branch office, Mumbai	₹ 23500-600-29500	₹ 86,000/-

For details relating to Age, Qualification, Experience, etc, please visit TNPL's website : www.tnpl.com. Bio-data format is available in our website.

Candidates who conform to the job requirements as given in the website may apply in the prescribed format by post in strict confidence within 15 days from the date of release of this advertisement to :

THE DEPUTY GENERAL MANAGER (CORPORATE TECHNICAL CELL)
TAMIL NADU NEWSPRINT AND PAPERS LIMITED
67, MOUNT ROAD, GUINDY, CHENNAI 600 032

giving full details of age, qualification with year of passing, experience, community, salary drawn and position being held along with copies of testimonials towards proof for the same.

Applicants should enclose documentary proof for Date of Birth, Community, Educational Qualifications, Class & Percentage of Marks, Experience, etc, along with the Bio-data form. Bio-data form with insufficient documentary proof will be summarily rejected.

Last date for receipt of applications : 25/04/2013

DIPR/398/Display/2013

www.tnpl.com

Post	:	ASSISTANT GENERAL MANAGER (FINANCE)
No. of vacancy	:	1 (One)
Reservation	:	BC (other than BC Muslims)
Qualification	:	Chartered Accountant (or) Cost Accountant
Age	:	Minimum 43 years as on 01.03.2013
Experience	:	<p>Minimum 21 years of post qualification experience in the Finance and Accounts Department of a reputed manufacturing organization, as on 01.03.2013. Should have been working in the cadre of Manager or equivalent position for a minimum period of 3 years.</p> <p>Working experience in ERP environment with exposure to IFRS is preferred.</p>
Place of work	:	Corporate office, Chennai

Post	:	ASSISTANT GENERAL MANAGER (MARKETING)
No. of vacancy	:	2 (Two)
Reservation	:	BC (other than BC Muslims) – 1 & MBC/DNC – 1
Qualification	:	<ul style="list-style-type: none">▪ First class full time Engineering Degree with First class Post Graduate Diploma in Marketing Management.<li style="text-align: center;">(or)▪ First class full time MBA.<li style="text-align: center;">(or)▪ Degree in Arts / Science / Commerce with PG Diploma in Marketing Management.
Age	:	Minimum 43 years as on 01.03.2013
Experience	:	<p>Minimum 21 years of post qualification experience in marketing field, as on 01.03.2013 of which 8 years in reputed Paper Mills with a production capacity of 200-300 tpd.</p> <p>Should have been working in the cadre of Manager or equivalent position for a minimum period of 3 years.</p>
Place of work	:	Corporate office, Chennai

Post	:	ASSISTANT GENERAL MANAGER (INTERNAL AUDIT)
No. of vacancy	:	1 (One)
Reservation	:	General Turn
Qualification	:	Chartered Accountant (or) Cost Accountant
Age	:	Minimum 43 years as on 01.03.2013
Experience	:	<p>Minimum 21 years of post qualification experience in the Finance / Accounts / Internal Audit Department of a reputed manufacturing organization, as on 01.03.2013. Should have been working in the cadre of Manager or equivalent position for a minimum period of 3 years.</p> <p>The incumbent will be responsible for co-ordination with all the departments and Auditors, getting replies to Audit queries and presenting them to Audit Committee, etc.</p>
Place of work	:	Corporate office, Chennai

Post	:	MANAGER (MARKETING)
No. of vacancy	:	2 (Two)
Reservation	:	General Turn – 1 & BC (other than BC Muslims) – 1
Qualification	:	<ul style="list-style-type: none">▪ First class full time Engineering Degree with First class Post Graduate Diploma in Marketing Management.<li style="text-align: center;">(or)▪ First class full time MBA.<li style="text-align: center;">(or)▪ Degree in Arts / Science / Commerce with PG Diploma in Marketing Management.
Age	:	Minimum 37 years as on 01.03.2013
Experience	:	Minimum 15 years of post qualification experience in marketing field, as on 01.03.2013 of which 5 years in paper industry in reputed mills is desirable. Experience in Export Marketing and Notebook segment will be added advantage.
Place of work	:	Corporate office, Chennai

Post	:	DEPUTY MANAGER (MARKETING)
No. of vacancy	:	1 (One)
Reservation	:	General Turn
Qualification	:	<ul style="list-style-type: none">▪ First class full time Engineering Degree with First class Post Graduate Diploma in Marketing Management.<li style="text-align: center;">(or)▪ First class full time MBA.<li style="text-align: center;">(or)▪ Degree in Arts / Science / Commerce with PG Diploma in Marketing Management.
Age	:	Minimum 34 years as on 01.03.2013
Experience	:	Minimum 12 years of post qualification experience in marketing field, as on 01.03.2013 of which 4 years in paper industry in reputed mills is desirable.
Place of work	:	Branch office at Mumbai

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ADVT. REF.:

POST APPLIED FOR:

ADVT. DATE:



TAMIL NADU NEWSPRINT AND PAPERS LIMITED

Factory : Kagithapuram, Karur District - 639 136.

Corporate Office : 67, Mount Road, Guindy, Chennai - 600 032.

Paste recent passport
size
colour photograph

BIO DATA FORM

FULL NAME (In Capital)					
Applicants should enclose documentary proof for Date of Birth, Community, Educational Qualifications, Class & Percentage of Marks, Experience (wherever required) etc., along with this Bio data form. Bio data form with insufficient documentary proof will be summarily rejected.			Address for Communication: Contact No: _____ Email ID: _____		
Age	Date of Birth		Nationality		
Place of Birth					
STATE in India to which you belong		Member of <input type="checkbox"/> SC <input type="checkbox"/> ST <input type="checkbox"/> MBC <input type="checkbox"/> BC <input type="checkbox"/> OC Specify community : _____		RELIGION	
SEX	MARITAL STATUS		FATHER/HUSBAND/NAME		
MALE <input type="checkbox"/>	SINGLE <input type="checkbox"/>	WIDOWED <input type="checkbox"/>	OCCUPATION & Address :		
FEMALE <input type="checkbox"/>	MARRIED <input type="checkbox"/>	DIVORCED <input type="checkbox"/>			
NO. OF CHILDREN		No.	AGE	DEPENDENT PARENTS	
MALE FEMALE				YES <input type="checkbox"/>	NO <input type="checkbox"/>
LIST LANGUAGES KNOWN (MOTHER TONGUE FIRST)		SPEAK READ WRITE		SPEAK READ WRITE	
		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	
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QUALIFICATION - Start With Highest & Details UPTO - S. S. L. C.					
Exams Passed	Class and Percentage of marks scored	Name of Educational Institution	University	Month / Year	Subjects
Apprenticeship & Training (Nature & Duration, Institution)					
Have you ever been involved in any Criminal Case / Arrested / Remanded / Convicted ? If so give details.					

WHEREVER REQUIRED, ADDITIONAL SHEET MAY BE ATTACHED.

EMPLOYMENT HISTORY

(Start from Present Employment)

Name and Address of the organisation	Period of Employment		Total Period	Position/s held	Total salary drawn Rs.
	From	To			

Have you applied for any position in TNPL earlier?

NO ☐

YES ☐

DATE
APPLIED

POSITION

DATE
INTERVIEWED

When can you join TNPL, if selected?

Can we refer to your employers?

Present YES ☐ NO ☐

Previous YES ☐ NO ☐

Have you any relatives working in TNPL? If yes give details below:
Name and designation

1.

2.

REFERENCES

List names of persons other than relatives or
Former employers who know you two years or longer

Name	Address	Position

Employment Exchange
(if Registered)

Place

Reg. No.

DECLARATION

I hereby declare that the above particulars furnished by me are true to the best of my knowledge and belief and these will form the basis of employment if I am employed by Tamil Nadu Newsprint and Papers Limited. I am aware that any particulars furnished by me is found incorrect at any stage or correct information is found to be suppressed, I am liable to be terminated forthwith without any notice.

PLACE :

DATE :

SIGNATURE OF APPLICANT

APPLICATION RECEIVED THROUGH POST WITH REQUISITE INFORMATION/ SUPPORTING DOCUMENTS WILL ONLY BE CONSIDERED. APPLICATIONS WITH INSUFFICIENT INFORMATION WILL BE SUMMARILY REJECTED.