



NEPA LIMITED
(A Govt. of India Undertaking)
Nepanagar, Distt. Burhanpur (MP) 450 221 Ph- 07325- 222150
Web site : www.nepamills.co.in

REQUIRES

Nepa Limited is a Pioneer Newsprint Manufacturing CPSU, under Ministry of Heavy Industries & Public Enterprises, Govt. of India. Applications are invited from qualified and experienced professionals, who fulfill the prescribed qualification, experience and age etc. for the post indicated below:

Sr. No.	Posts	No. of Posts	Educational Qualification	Experience	Age	Remuneration
1.	Officer (Finance & Account)	01	Essential : CA/ICWA Desirable: MBA (Finance) or equivalent	5 years of experience in reputed Company or under CA	35 years	Rs.25972/-
2.	Trainees (F & A) Bhopal Office	04 01	Essential : B.Com / BBA (Minimum 60 %) Relaxable by 5% to SC/ST candidates) Desirable: M.Com. Knowledge of accounting software's	Minimum one year experience in the field of Account.	30 years	Rs.7500/-
3.	First Class Boiler Attendant	07	First Class Boiler Attendant certificate	Minimum 5 years experience on High Pressure Boilers above 63 Kg/cm ² with MOD 30 controls	35 years	Rs.15850/-
4.	Second Class Boiler Attendant	08	Second Class Boiler Attendant certificate	Minimum 5 years experience on High Pressure Boilers above 63 Kg/cm ²	35 years	Rs.14,650/-
5.	High Pressure Welder	01	ITI Welder with high pressure welder certificate	5 years experience in related field.	35 years	Rs.15850/-
6.	Welder	01	ITI Welder	5 years experience in Boiler Pressure Plants.	35 years	Rs.14,650/-
7.	Machinist	01	ITI Machinist	5 years experience	35 years	Rs.14,650/-

Advertisement no. 04/2013

Terms and conditions:

Qualification and Experience:

Minimum required essential and desirable qualification and experience is indicated above.

Age limit and relaxation:

The upper age limit is fixed. Age relaxation for SC/ST/OBC (NCL)/PWD candidates will be as per Government Guidelines and certificate, as the case may be submitted, with the application duly issued by the Competent Authority.

Application Fee :

Candidates belonging to General and OBC (NCL) category are required to pay a non-refundable application fee of Rs.200/- (Rupees Two Hundred only) by DD / Pay Order drawn in favour of Nepa Limited payable at Nepanagar (MP). Payment in any other manner will not be accepted. Fee once paid will not be refunded.

Candidates belonging to SC/ST/PWD categories are exempted from payment of application fee.

Travelling Allowance:

Candidates attending the interview will be reimbursed to and fro rail fare of II sleeper class / Bus fare from the shortest route subject to production of tickets.

Selection Procedure :

Selection will be made through interview of short listed candidates. Merely fulfilling the eligibility criteria does not entitle the candidate to be called for interview. Nepa Limited reserves the right to raise the minimum eligibility standards etc. in order to restrict the number of candidates to be called for interview, commensurate with the number of vacancies. The decision of Nepa Limited in this regard will be final.

Contract period & emoluments:

Selected candidate will be initially engaged on contract for 11 months period. The period of contract may be extended for further 2 occasions, with increase in remuneration, depending upon performance of the candidate.

Other benefits like company accommodation on normal rent basis, medical facility for self and dependents, conveyance allowance will be payable.

All the above benefits will be governed by the policies of the company as amended from time to time.

Looking to qualification and experience, candidates can be considered for higher remuneration.

How to Apply:

Candidates fulfilling the above requirements should submit their application only in the prescribed format. Candidates belonging to General and OBC (NCL) category are required to pay a non-refundable application fee of Rs.200/- (Rupees Two Hundred only) by DD / Pay Order drawn in favour of Nepa Limited payable at Nepanagar (MP). Candidates belonging to SC/ST/PWD categories are exempted from payment of application fee.

The candidates have to submit application form duly signed and affixing latest passport size photograph along with self attested copies of the following testimonials / documents:

- Document in support of date of birth proof.
- All certificates / testimonials in respect of qualifications from matriculation onwards
- Caste certificate / PWD proof as the case may be.
- Experience certificate / documents issued by employer in support of experience as mentioned in application form.
- NOC / forwarding letter in case candidate employed in PSU/Central/State/Semi-Government organizations.

Candidates should ensure that they submit all the documents mentioned above along with application fee. In the event of failure, candidature of such candidate shall be liable to be rejected.

Before applying, candidates should ensure that he/she fulfils the requirements mentioned in the advertisement. The company would be free to reject any application at any stage of the recruitment process if the candidate is found ineligible.

Application complete in all respect along with the attested testimonials documents should be sent in sealed envelope subscribing “Application for the post of _____” to the following address:

**Manager (P&A)
Nepa Limited,
Nepanagar, Dist – Burhanpur
Madhya Pradesh – 450 221.**

The application must reach the above address within 15 days from the date of publication of advertisement. The company will not be responsible for postal delay or loss/non-delivery thereof. No correspondence in this regard will be entertained.

Health / Medical Fitness:

Engagement to the above positions will be subject to the candidate being medically fit as per certification of the Incharge Nepa Limited Hospital.

General Instruction :

The Management reserves the right to fill or not to fill the above positions without assigning any reason whatsoever.

The prescribed qualification / experience are the minimum and mere possession of the same dose not entitles a candidate to be called for interview. In this regard, the company’s decision shall be final.

Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.

**Manager (P&A)
Nepa Limited, Nepanagar**