



# NLC India Limited

(‘Navratna’ - Government of India Enterprise)

RECRUITMENT CELL / HR DEPARTMENT / CORPORATE OFFICE

Block-1, Neyveli-607 801, Cuddalore District, Tamil Nadu



वसुधैव कुटुम्बकम्  
ONE EARTH • ONE FAMILY • ONE FUTURE

ADVT NO 05/2023

NLC India Limited (NLCIL), a premier “NAVRATNA” Public Sector Enterprise with a present annual turnover of (Consolidated) INR. 16165.24 Crores (FY 2022-23) is spreading its wings in the frontiers of Mining (Lignite & Coal), Thermal Power generation and Renewable energy. For effectively managing hygiene in the Township and in Industrial Units the Company is looking for Health Inspectors on Fixed Term Employment (FTE) basis for a period of Two years for Neyveli, Tamil Nadu.

## 1.0 NAME OF THE POST, GRADE, NUMBER OF VACANCIES, RESERVATION, EDUCATIONAL QUALIFICATION & EXPERIENCE REQUIREMENTS:

Name of the Post	Grade	Number of vacancies & reservation of posts	Educational Qualification	Length & Area of Work Experience
Health Inspector (on FTE Basis)	F5-W grade	18 [UR-10, EWS-01, OBC(NCL)-04 & SC-03]	i. 12 <sup>th</sup> Standard pass and ii. Diploma in Health & Sanitation	Should have work Experience of minimum 03 years in Health & Sanitation (as on crucial date).

Note:-

- Candidates applying against the vacancies notified should have proficiency in Tamil language. Candidates are required to produce SSLC / 10th Standard / Matriculation certificate as proof of having medium of study in local / regional language or having studied local / regional language as one of the subjects (i.e.) Tamil
- Any other qualifications, which are regarded / classified as equivalent or having combination of branches other than the notified one will not be considered.
- All qualifications should have been acquired from Indian Universities/Institutes, recognized by UGC or AICTE (whichever is applicable) or any other appropriate statutory authority in India.
- Educational qualifications indicated above are minimum. Candidates with higher qualification ( Degree with Diploma) will also be eligible to apply.

## 2.0 CRUCIAL DATE:

Crucial date for claim of SC/ ST/ OBC (NCL)/EWS/Ex-serviceman status or any other benefit viz. reservation, upper age limit etc., where not specified otherwise, will be the first of the month in which the notification is issued. (I.e. 01/07/2023)

## 3.0 UPPER AGE LIMIT:

Name of the Post	Grade	Category			
		General (UR) /EWS (Age in Years)	OBC (NCL) (Age in Years)	SC (Age in Years)	ST (Age in Years)
Health Inspector (on Fixed Term Employment Basis)	F5-W	30	33	35	30*

\* Candidates belonging to ST category can also apply against UR vacancies. However, age relaxation does not apply to them as these are unreserved posts.

#### 4.0 PERIOD OF ENGAGEMENT:

The period of engagement is purely on Fixed Term Employment basis for a period of Two (2) Years from the date of joining.

#### 5.0 COMPENSATION PACKAGE AND OTHER BENEFITS:

- 5.1 Selected candidates will be paid a consolidated pay of ₹ 38,000/- per month.
- 5.2 Provident Fund as per the provisions of applicable acts / rules.
- 5.3 Medical facilities as per applicable NLCIL Medical rules.
- 5.4 12 days of Casual Leave in a year and other kinds of leave as per the leave rules of the company.
- 5.5 Persons engaged on Fixed Term Employment who would be required to perform tours in connection with their assignments will be reimbursed TA/DA and Boarding charges as per the entitlement.
- 5.6 Eligible unfurnished residential accommodation will be provided depending on the place of posting at nominal rent and subject to availability.
- 5.7 House Rent Allowance shall be payable in case they are not provided with accommodation.

#### 6.0 RESERVATIONS & RELAXATIONS:

- 6.1 Reservation and relaxations for SC/ST/OBC (non-creamy layer)/ EWS & Ex-servicemen candidates will be as per Government of India guidelines.
- 6.2 Reservation and relaxations for Persons with Benchmark Disabilities candidates will be as per Government of India guidelines.
- 6.3 The Upper age limit is relaxable by 10 Years for Persons with Benchmark Disabilities (13 years for PwBD-OBC&15 years for PwBD-SC). Reservation for Ex-Servicemen as per Govt. of India guidelines. However, in all the cases of relaxation, maximum age limit is 58 years as on 01/07/2023.
- 6.4 Candidates belonging to OBC (Non-Creamy Layer) category should produce valid 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, at the time of joining they should produce OBC (NCL) certificate obtained on or after 01.04.2023 from competent authority failing which, they will not be permitted to join.
- 6.5 Candidates belonging to Economically Weaker Sections (EWS) should produce 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, at the time of joining they should produce Income and Asset Certificate for Economically Weaker Sections obtained on or after 01.04.2023 from competent authority failing which, they will not be permitted to join.
- 6.6 PwBD candidates should possess valid disability certificate issued by a Competent Authority as prescribed vide The Rights of Persons with Disabilities Act, 2016 (RPWD Act, 2016). Such certificate shall be subject to verification/re-verification as may be decided by the Board/competent authority.
- 6.7 Candidates belonging to OBC (NCL)/ SC/ST categories should meet the eligibility norms notified for UR category for consideration against unreserved (UR) vacancies. In other words, OBC (NCL)/SC/ST candidates applying against unreserved posts shall be considered under general standard of merit basis.
- 6.8 OBC Candidates belonging to "Creamy Layer" are not entitled to avail any concession otherwise extended to OBC (NCL) category. Such candidates have to indicate their category as UR.

6.9 Category (EWS/SC/ST/OBC[NCL]/ Ex-servicemen) once filled in the online application form will not be changed and no benefit of other category will be admissible later on. Candidates belonging to EWS/SC/ST/OBC/Ex-servicemen are required to submit requisite certificate in the format prescribed by Government of India and issued by the Competent Authority.

7.0 **CATEGORIES OF DISABILITY IDENTIFIED SUITABLE FOR THE POST:**

7.1 The Department of Empowerment of Persons with Disabilities, Ministry of Social Justice and Empowerment have identified the jobs/posts suitable to be held by persons with benchmark disabilities and the physical requirement for all such jobs/posts are notified vide Notification No. 38-16 / 2020 -DD-III, Dated 04/01/2021.

7.2 The categories of Persons with Benchmark Disabilities, identified suitable for the posts are given in below table.

Name of the Posts	Disability Identified Suitable for the Posts
Health Inspector	a) B, LV b) D, HH c) OA, OL, BL, OAL, Dw, AAV, CP, LC, d) ASD(M), SLD, MI e) MD involving (a) to (d) above
B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BL=Both Leg, OAL=One Arm and One Leg, Dw=Dwarfism, AAV=Acid Attack Victims, CP=Cerebral Palsy, LC=Leprosy Cured, ASD=Autism Spectrum Disorder (M= Mild), SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities	

8.0 **METHOD OF SELECTION:**

8.1 Selection will be based on Written Test.

Traits	Norms for Awarding Marks	Maximum Marks
Written Test	General Knowledge; Logical reasoning and Numerical Ability (20 Marks) Relevant subjects (80 Marks) Total 100 Marks.	100
Total		100

8.2 Date / Venue for Written Test will be communicated to the candidates through NLCIL's website besides e-mail to their registered e-mail address and message through SMS to their Registered Mobile Number.

8.3 The minimum qualifying marks for various categories against reservation is tabulated below;

Post	Category			
	UR& EWS %	OBC(NCL)%	SC%	ST%
Health Inspector (on FTE Basis)	50%	40%	40%	50% *
* Minimum Qualifying Marks for Candidates belonging to ST Category applying against UR vacancies is 50%. Relaxation does not apply to them against unreserved vacancies.				

8.4 Question Paper for Written Test will be in English language and will have 100 objective type questions carrying equal 01 mark each, with no negative marks for wrong answer. Duration of Written Test will be 120 minutes.

8.5 Project Affected Persons (PAPs of NLCIL Project) will be allowed 20 bonus marks (limited to one beneficiary per award) in the overall marking system and minimum qualifying marks of 50% or 40% as the case may be, will be arrived after adding bonus marks.

8.6 Final selection will be in the order of merit based on the overall total score of marks obtained in written test by the candidates (plus Bonus marks awarded in case of PAP candidates), ensuring due reservation for SC / OBC-NCL / EWS/PwBD categories.

8.7 In case of tie at cut-off level, (i.e.) more than one candidate scoring same marks (out of 100) at cut-off level, such cases will be resolved by applying the following criteria, one after another, till the tie is resolved:

8.7.1 Date of Birth of the candidates, senior most candidate(s) by age will be placed higher;

8.7.2 Alphabetical order of first name of the candidates.

#### 9.0 PAYMENT OF TRAVELLING ALLOWANCE:

Candidates called for Written Test are required to make their own arrangements for their travel, they will not be entitled for any reimbursement or Travelling Allowances

#### 10.0 GENERAL CONDITIONS:

10.1 Only Indian Nationals are eligible to apply.

10.2 All qualifications should have been acquired from Indian Universities / Institutes/Board, recognized by applicable and appropriate statutory authority in India.

10.3 Candidates who have passed the notified Qualifications only are eligible to apply.

10.4 Candidates from State PSEs / Central PSEs / Government / Quasi Government, should produce No Objection Certificate (NOC) at the time of Selection / Written Test.

10.5 Depending upon the response and requirement, NLCIL reserves the right to raise / relax the eligibility conditions.

10.6 Candidates are informed that mere submission of applications shall not give them any right to be called for Selection.

10.7 NLCIL reserves the right not to fill up any or all the posts notified at its discretion and vacancies may also be increased / decreased depending upon organizational requirements.

10.8 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 undergo medical examination before the Industrial Medical Officer, NLCIL prior to being appointed after due selection.

10.9 Candidates will be called for selection based on Self certified information along with copies of testimonials uploaded by them. They should produce the original documents, in support of their meeting eligibility conditions, at the time of document verification failing which such candidates will not be permitted to appear for the written test.

10.10 If the SC/ST/OBC (NCL)/ EWS/Disability certificate has been issued in a language other than English/ Hindi, the candidates should submit a self-certified translated copy of the same either in English or Hindi.

10.11 Persons who have opted for exit under Voluntary Retirement Scheme will be considered for Fixed Term Employment in accordance with the conditions prescribed by DPE / concerned State Government guidelines.

10.12 Candidates already removed / terminated / deserted their employment from NLCIL or any other organization will not be considered for engagement under FTE.

10.13 Candidates already resigned from NLC India Limited may also apply, subject to fulfilling the notified eligibility criteria.

- 10.14 The company reserves the right to terminate the engagement with one-month notice or one-month consolidated compensation amount from either side without assigning any reasons.
- 10.15 The persons engaged will not be entitled to claim for any regular employment in NLCIL or any relaxations in case of any recruitment for regular posts in NLCIL.
- 10.16 NLC India Limited reserves the right to cancel/ restrict/enlarge/ modify /reopen /alter the selection process, if the need so arises, without issuing any further notice or assigning any reason thereof.
- 10.17 Candidature of a registered applicant is liable to be rejected at any stage of selection process / Candidate's engagement will be terminated / cancelled on or after the joining, if;
- 10.17.1 any information / documents submitted by the candidate is found to be false or
- 10.17.2 suppressed relevant information or
- 10.17.3 if not found to be in conformity with eligibility criteria mentioned in the advertisement.
- 10.18 Candidates can contact the Helpline No.04142 - 255135 between 10:00 Hours and 17.30 Hours on all working days i.e., Monday to Saturday or write to [help.recruitment@nlcindia.in](mailto:help.recruitment@nlcindia.in). Candidates are hereby advised not to contact telephone numbers of any other officials / divisions.

#### 11.0 HOW TO APPLY?

- 11.1 Candidates fulfilling all the eligibility criteria may login and apply / register online in the portal available in NLCIL website.
- 11.2 Candidates should apply only through online mode in NLC India Limited website [www.nlcindia.in](http://www.nlcindia.in).
- 11.3 Before registering / applying online, the candidates should ensure that they have mobile number and valid & active personal email ID and keep them active for the entire duration of selection as NLCIL will send all selection related communications only through SMS / email till the selection process is completed.
- 11.4 Candidates have to upload required scanned copies of documents / certificates in prescribed format to establish their eligibility, failing which the application is liable for rejection.
- 11.5 Candidates applying for more than one post should apply and submit separate Registration-cum-Application Form & receipt for fee along with the requisite enclosures for each post(s).
- 11.6 Candidates should submit single application only for any post. In case of multiple applications / registrations for any post, the last registered application shall only be considered.
- 11.7 Candidates should ensure that they have uploaded the required documents before submitting application, for their benefit, after uploading a document, "View Document" option will be provided in the on-line portal to check.
- 11.8 After submitting application through ONLINE, candidate should take a print out of registration cum application form and produce it along with self-attested copies of certificates / documents, at the time of Document / Certificate verification.
- 11.9 Scrutiny of applications for short listing of candidates for Selection will be solely based on documents / certificates uploaded by the candidates at the time of registration / submission of application through ONLINE.
- 11.10 No manual / paper applications will be entertained and candidates are advised not to send any hard copy to this office.

11.11 The Online application portal will be active from 10:00 hours on 04/08/2023 to 17:00 hours on 23/08/2023.

## 12.0 PROJECT AFFECTED PERSONS (PAPS) OF NLCIL.

12.1 PAPs falling under the following criteria will be considered as Project Affected Persons (PAPs) of NLCIL for availing the benefit of 20 Bonus Marks in this engagement:

12.1.1 "Candidate

- (i) Should have handed over land/house with house site to NLCIL (or) should have 3(2) / 3(1) Notice to hand over land/house with house site to NLCIL (applicable for Neyveli Projects only).
- (ii) should not have availed Permanent job in NLCIL on PAP quota/One Time Rehabilitation Grant (OTRG) or Annuity in lieu of employment"

12.1.2 PAPs of Land Awards passed from the year 01/07/1989 of Neyveli Projects will only be considered.

12.2 The eligibility of the PAPs to avail the benefit of 20 Bonus Marks in this Engagement will be solely based on the recommendations of Land Acquisition Department / Neyveli.

12.3 The candidates must attach / produce the following documents / certificates to establish the status of PAP.

12.3.1 "PAP Eligibility Certificate in the prescribed format (enclosed) issued by the Unit Head/Land Department in respect of Units in Neyveli"

12.3.2 12 (2) Notice of the Award passed / Land Awardee Certificate (or) 3(2) / 3(1) Notice to hand over land/house with house site to NLCIL and duly certified by the Head of Land Department of NLCIL, Neyveli.

12.3.3 If the awardee is not alive, the death certificate of awardee and legal heir certificate [Note: In case of Legal Heir, notarized consent of all other legal heirs in favour of the applicant for availing the benefit to be obtained (*format enclosed*)].

12.4 In case of selection of candidates who have applied with 3(1) / 3 (2) notification, offer of engagement will be issued only after passing of Award and Physical possession of their land by NLCIL.

## 13.0 PAYMENT OF APPLICATION FEE:

13.1 Candidates are required to pay a non-refundable amount towards Application fee & processing fee through e-payment (i.e. State Bank Collect) as below.

Category	Application Fees	Processing Fees	Total Fees
UR / EWS / OBC (NCL) candidates	INR 250 / -	INR 236 / - [INR 200/- plus INR 36/- (18% GST)]	INR 486 /-
SC /ST / PwBD/ Ex-servicemen candidates	Exempted	INR 236 / - [INR 200/- plus INR 36/- (18% GST)]	INR 236 /-

13.2 Candidates belonging to SC/ST/PwBD& Ex-Servicemen categories are exempted from paying application fee. However, they have to pay a non-refundable amount of INR 236/- (Inclusive of 18% GST) towards processing fee.

13.3 The application fee mentioned above does not include service charges or any other charges that bank may levy.

13.4 The amount paid towards application fee / processing fee will not be refunded under any circumstances.

13.5 Detailed instructions for making online payment are available in login page of NLCIL Online Application Portal.

#### 14.0 IMPORTANT GUIDELINES FOR UPLOADING DOCUMENTS:

- 14.1 Candidates are requested to ensure that only legible self-attested documents are uploaded. Also they are requested to ensure that the documents that they have uploaded are legible for scrutiny, failing which the application is liable for rejection.
- 14.2 In support of educational qualification(s) or Post Qualification Work Experience, wherever multiple documents need to be uploaded, 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 will result in over writing and only the last uploaded file will get saved.
- 14.3 No physical mode of submission of application and/or required documents in support of their candidature would be entertained.
- 14.4 Candidates are requested to scan and upload the self-attested copies of following documents / certificates.

S. 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 01/07/2023 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 Mark Sheet).	PDF or JPG	250 KB
4	Copy of AADHAR Card	PDF or JPG	250 KB
5	Copy of Educational qualification(s) HSC 12 <sup>th</sup> Mark Sheets and Diploma Certificate [or] Provisional Certificate	PDF (kindly refer para 14.2 before uploading)	2.5 MB
6	Proof of having medium of study in local / regional language or having studied local / regional language as one of the subjects (i.e.) Tamil	PDF or JPG	250 KB
7	Copy of Experience Certificate(s), from the present / previous employer(s) in support of notified post qualification work experience. (In Chronological order).	PDF (kindly refer para 14.2 before uploading)	2.5 MB
8	Documentary proof in support of their working experience in the areas of Health & Sanitation	PDF or JPG	250 KB
9	Copy of Community Certificate ( <i>applicable to SC/ST/EWS/OBC -NCL Categories</i> )	PDF or JPG	250 KB
10	Copy of Disability Certificate ( <i>applicable for PwBD candidates</i> )	PDF or JPG	250 KB
11	Proof for Ex-Servicemen ( <i>applicable for Ex-Servicemen</i> )	PDF or JPG	250 KB
12	Other documents if any in support of their credentials	PDF or JPG	250 KB

- 14.5 The list of documents to be uploaded, given above is not exhaustive and candidates may upload other documents as the case may be, to clearly establish their eligibility. Failure on the part of candidates to upload all required documents to clearly establish their eligibility along with the online application would lead to rejection of their candidature.

15.0 Information regarding Selection Schedule will be communicated to the shortlisted candidates through NLCIL's website/besides e-mail to their registered e-mail address/ message through SMS to their Registered Mobile Number. The Call Letter for Selection / Written Test will be uploaded in NLCIL's website and the same need to be downloaded and printed by the candidate concerned.

16.0 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.

17.0 It is mandatory that eligible candidates should go through the full text of the advertisement and agree to all the conditions given while applying for the post.

18.0 **NLCIL's DECISION FINAL:**

The decision of NLCIL's Appointing Authority in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, selection and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

19.0 **IMPORTANT DATES:**

Opening of On-line registration of application - Date & Time	04/08/2023 at 10:00 hrs
Closing of On-line registration of application - Date & Time	23/08/2023 at 17.00 hrs
Last Date for On-line payment of Fees - Date & Time	23/08/2023 at 23:45 hrs
Last date for On-line Submission of application for candidates who have already registered and paid Fees within time limit - Date & Time	24/08/2023 at 17.00 Hrs

- Sd -  
GENERAL MANAGER (HR).



"CREATING WEALTH FOR WELL BEING"

REGD. OFFICE: NLC India Limited, No. 135, EVR Periyar High Road,  
Kilpauk, Chennai- 600010

CORPORATE OFFICE: Block-1, Neyveli-607 801, Cuddalore District,  
Tamil Nadu

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