



**(Personnel & Administration Division)**  
**Head Office**

Ref: HO/Pers/Re/06/10

4<sup>th</sup> August, 2010

**NOTICE**

IFFCO employees who have acquired Bachelor's degree in Engineering/ AMIE / AllICHE/ME from recognised University / Institution in the discipline of Chemical, Mechanical, Electrical, Civil, Electronics & Instrumentation including those appearing in final examination and the results are expected by September, 2010 may apply for the post of **Graduate Engineer Trainee** on the terms and conditions mentioned below:-

**Age Limit** : Not applicable.

**Selection Process** : Eligible applicants will be required to appear for 2 tier on-line examinations and interview along with external candidates .

**Training Period** : The duration of training will be one year.

**Place of Posting** : You will be placed at any other unit of IFFCO / subsidiaries / Joint Ventures and future projects anywhere in India or abroad except your present place of posting.

**Salary & Benefits** : They will continue to draw pay & other allowances as per their existing grade during the period of training. In addition they will be paid 'Trainee Personal Pay' (TPP) to the extent of difference between initial Basic Pay of Grade G2 and existing basic pay drawn. It will be adjusted to the extent of increase in basic pay on next increment. TPP will be counted as pay for the purpose of DA only.

**Placement after Training** : On successful completion of training the employee concerned may be placed in Grade 'G2'. Their inter-se seniority for the purpose of promotion to Grade 'G1' shall be reckoned from the date of their placement in Grade 'G2'.

Interested and eligible employees may forward their application through proper channel to the **Dy. General Manager (HR& IR) at Head Office** positively by **19<sup>th</sup> August, 2010**.

**( R P Singh )**  
**Director (HRD)**

**Distribution:**

1. Jt. MD
2. Dir.(Tech.)/ Dir.(CD)/ Mktg. Dir
3. All Sr. EDs/EDs
4. All SGMs/GMs/CVO
5. All Zonal Heads/SMMs
6. All HOD's of P&A of all Units/ Divn.
7. All Deptt./Sectional Heads at HO & MKCO

cc: CEO -ICPL/ CEO- IKSEZ/ CEO-IKSL/ CEO- JIFCO/GM-KIT  
Chief Executive -IFFDC/ Managing Trustee- IFFCO Foundation  
DGM(Coord.), M.D Office  
Notice Boards



APPLICATION FORM - GET

(FOR EMPLOYEES ONLY)

Discipline			
Full Name			
P.No	Designation	Grade	Unit
Date of Birth	(dd-mm-yyyy)		
Father's Name			
Father's Occupation			
X Class Roll No			
Address for Correspondence			
City			
Pin Code			
Phone/Mobile No. With STD Code			
E-mail Address*	Give only one active e-mail address. Please do not give multiple e-mail address.		
Nationality			
Religion			
Sex	Male Female		
Category	Gen SC ST OBC		
Marital Status	Married : Unmarried :		

Educational Qualification							
Course / Degree	Name of School / College	Stream/ Discipline	Board / Univ	Year of Passing (yyyy)	Marks Obtained	Total marks	Aggregate % of all Semesters
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
X							
XII							
Degree in Engg. / AMIE / AICHE/ ME		Chem Mech Electrical Electronics Instt Civil					
Any additional qualification							

- i) If total marks obtained are 500 out of 600, please enter 500 in column number (6) and 600 in column No. (7).
- ii) If grade points are awarded, mention the grade points awarded in column (6) and maximum grade scale in column No.(7).

I certify that the above information is true and correct. In case any information is found to be false, at any stage, action may be taken against me.

Place : \_\_\_\_\_

Date : \_\_\_\_\_