

Human Resource Department, NSIC



Committed to reinvigorate MSME fraternity

Advertisement dated 24/01/2015 for the post of:
CM/DM

- Last Date for Applying Online/ downloading the Application Form: **07 February 2015**
- Last Date for receiving the downloaded Application Form/ Printout of the online filled Application: **17 February 2015**



THE NATIONAL SMALL INDUSTRIES CORPORATION LIMITED
(A Government of India Enterprise)

Corporate Identification No. U74140DL1955GOI002481

The National Small Industries Corporation Ltd. (NSIC), an ISO 9001-2008 certified Mini-Ratna CPSE under the Ministry of Micro, Small and Medium Enterprises has been working to fulfill its mission of promoting, aiding and fostering the growth of small industries and industry related micro, small and medium enterprises in the country.

Advertisement (Click here)

I. Post : Chief Manager (Rs. 24900-50500/- IDA) with Rs. 9.54 lacs as CTC (approx.)

(i) No. of Vacancies : 05 (SC-01,OBC-01,Gen.-03)

(ii) Upper Age Limit* : 42 years

(iii) Qualification (Specialized area-wise)

Business Development: A graduate with MBA/PGDBM with specialization in Marketing from a recognized University or Institution.

Technology: Graduation in Civil / Mechanical / Information Technology / Computer Science Engineering from a recognized University or Institution.

(iv) Experience (After Graduation) : Should have experience of 8 years in a reputed public/private sector organization and should be at Executive level for at least 3 years in the relevant field.

II. Post : Chief Manager (Finance & Accounts) (Rs. 24900-50500/- IDA) with Rs. 9.54 lacs as CTC (approx.)

(i) No. of Vacancies : 05 (SC-01,Gen.-04)

(ii) Upper Age Limit* : 42 years

(iii) Qualification : A graduate in commerce with CA / ICWA / MBA / PGDBM with specialization in Finance/Banking from a recognized University or Institution.

(iv) Experience (After Graduation) : Should have experience of 8 years in a reputed public/private sector organization and should be at Executive level for at least 3 years in the relevant field.

III. Post : Deputy Manager (Rs. 16400-40500/- IDA) with Rs. 6.29 lacs as CTC (approx.)

(i) No. of Vacancies : 15 (SC-02,ST-01,OBC-06,Gen.-06)

(ii) Upper Age Limit* : 35 years

(iii) Qualification (Specialized area-wise)

Business Development: A graduate with MBA/PGDBM with specialization in Marketing from a recognized University or Institution.

Technology: Graduation in Mechanical / Electrical & Electronics / Electrical / Electronics & Communication Engineering from a recognized University or Institution.

(iv) Experience (After Graduation) : Should have experience of 5 years in a reputed public / private sector organization and should be at executive level for at least 2 years in the relevant field.

IV. Post : Deputy Manager (Finance & Accounts) (Rs. 16400-40500/- IDA) with Rs. 6.29 lacs as CTC (approx.)

(i) No. of Vacancies : 06 (SC-02,ST-01,OBC-02, Gen.-01)

(ii) Upper Age Limit* : 35 years

(iii) Qualification : A graduate in commerce with CA / ICWA or MBA / PGDBM with specialization in Finance / Banking from a recognized University or Institution.

(iv) Experience (After Graduation) : Should have experience of 3 years in a reputed public / private sector organization in the relevant field.

* Upper age limit relaxed for SC/ST/OBC/PwD as per Government Rules.

For all the details, please refer Career link of NSIC website www.nsic.co.in.

The eligible candidates can either download the application form or can apply online through Career link of NSIC website www.nsic.co.in

Note : The duly filled in downloaded form or printout of the online filled application has to be sent by ordinary post along-with self-attested copies of all documents/degrees/marks-sheets in r/o age, qualification, experience and caste/disability certificate to -

Deputy General Manager (HR)
National Small Industries Corporation Ltd.

**"NSIC Bhawan", Okhla Industrial Estate
New Delhi - 110020, India.**

NSIC's ONLINE / DOWNLOAD application module will go live on **24.01.2015** and will remain open till **07.02.2015**. The last date of receipt of downloaded / printout of online filled application by NSIC Ltd., DGM(HR) is **17.02.2015**.

ONLY DOWNLOADED APPLICATION FORM / PRINTOUT OF THE ONLINE FILLED APPLICATION WILL BE ENTERTAINED.

Terms & Conditions (Click here) 

IMPORTANT

1. Reservation applicable - As per Government Guidelines for SC/ST/OBC/PwD. Age relaxation of 05 and 03 years in the upper age limit for SC/ST and OBC candidates, respectively. For PwD candidates, 05 years age relaxation in the upper age and additional age relaxation of 05 and 03 years, if the PwD candidate belongs to SC/ST and OBC category, respectively.

2. In case of OBC candidates, non-creamy layer certificate issued on or after 01.01.2014 for service in Central Government is required for reservation benefit to such OBC Candidates.

3. Upper Age limit may be relaxed in case of deserving candidates.

4. The candidates who download the application form instead of filling the application through online mode, should write full name of the Post applied for alongwith the specialized area in the space provided at the time of filling the Application Form.

5. The applicant will send the print out of the online filled application or the duly filled in downloaded application form, as the case may be, along-with self-attested copies of all documents /degrees/marks-sheets in r/o age, qualification, experience and caste/disability by ordinary post only so as to reach Deputy General Manager (HR), National Small Industries Corporation Ltd., "NSIC Bhawan", Okhla Industrial Estate, New Delhi-110020, India on or before 17th February 2015 .

6. Application(s) sent by Courier / Speed Post / Registered Post / By Hand will not be accepted and same will be treated as invalid.

7. Applications received after the last date will be rejected.

8. The envelope for sending application should be superscribed as "Application for the post of". Specialized area should also be mentioned along-with the post.

OTHER TERMS & CONDITIONS

1. Only Indian Nationals need to apply.

2. Candidates employed in Government / Semi-Government / Public Sector Undertakings / Banks / Local Bodies etc. are required to submit their applications through Proper Channel or alternatively, produce a "No Objection Certificate" from their present employer at the time of Interview failing which they shall not be allowed for Interview.

3. The date of eligibility in reference of age, requisite qualification and experience will be counted from the last date of receipt of the application.

4. Only one application should be submitted for one post. If a candidate wishes to apply for more than one post, separate applications should be submitted for each post.

5. Applications received in any other format will be rejected. Incomplete application i.e. without photograph, signature, and documents/degrees/marks-sheets pertaining to age, qualification, experience and caste/disability (all to be self-attested) will be summarily rejected.

6. Details given in the Application Form will be treated as final and no change(s) will be entertained at any later stage.

7. The candidates should note that the details provided by them in their application are taken on their face value and the onus of proving the correctness and authenticity of the same as and when required lies with the applicant. During the recruitment process, if any information as submitted in the application is found to be

false / concealment of facts, the candidature is liable to be rejected. In case of selection of the candidate and subsequent joining the services of the Corporation, if any information as submitted in the application is found to be false / concealment of facts, he /she will be discharged from the services of the Corporation during the probation period and after closure of the probation period, his/her services will be liable to be terminated as per Conduct Rules.

8. No correspondence will be entertained from the candidates with respect to either the receipt of application/ status of application/ details or reasons of rejected applications.

9. The Corporation reserves the right to shortlist the candidate, therefore, mere submission of application form & fulfilling eligibility will not vest any right in any candidate to be called for interview and the Corporation's decision in this regard shall be final. NO CORRESPONDENCE in this regard will be entertained.

10. NSIC reserves the right to change/cancel/restrict/modify/alter the number of vacancies during the recruitment process, without issuing any further notice or assigning any reason thereof.

11. NSIC reserves the right to either cancel or to fill / not to fill any of the post(s) advertised at any stage of selection process.

12. TA fare (to and fro) reimbursement to outstation SC/ST/PwD candidates not working in any Govt./Semi-Govt./Banks/PSUs/Local bodies etc. on production of documentary evidence of the journey performed only on attending interview.

Entitlement

(i) By train AC-II tier (shortest route) other than Rajdhani for the post of Chief Manager and Chief Manager(F&A).

(ii) By train second class sleeper (shortest route) for the posts of Deputy Manager and Deputy Manager(F&A).

13. Selected candidate shall be liable to serve the Company any where in India / abroad where the Corporation may have business interests.

14. NSIC will not be responsible for any loss of e-mail/ call letter sent due to invalid/wrong email id/wrong postal address / postal delays / Loss in transit etc.

15. Selection Process: Personal Interview.

16. Any Notification regarding the Advertisement shall be made available only on our official website www.nsic.co.in UNDER HEAD: CAREERS. No press advertisement(s) will be given for Corrigendum/Addendum. Hence prospective applicants are advised to visit NSIC website regularly for above purpose.