



THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking)
KAPAS BHAVAN, Plot No: 3/A, Sector 10, CBD Belapur,
NAVI MUMBAI - 400 614.

The Corporation having its Head Office in Navi Mumbai and branch offices all over India invites applications for filling up following vacancies in the following categories :-

1. Dy. Manager – Group A – 1 post (Reserved for Physically Handicap-VH category).

Pay Scale - Rs.24900-50500 (IDA)

Qualification:- Candidate should be graduate with post graduation qualification like two year full-time MBA/ MMS (Marketing/ Agri Business)/ PGDBIM from a recognized University/Institute securing minimum 60% marks in aggregate in MBA/MMS/PGDBIM as well as in Graduation **or** candidate possessing qualification CA/ICWA from a recognized University/Institute with 50% marks in Graduation and should have passed final examination of CA/ICWA.

Additional qualification like LLB, CS will be an added advantage.

Experience:- Should have minimum experience of 4 years in a reputed manufacturing/trading organization drawing salary not less than Rs.20,000/- p.m.

Age:- Not exceeding 32 years as on 31st March 2009, for General candidates, 37 years for SC/ST candidates and 35 years for OBC candidates (excluding creamy layer). Creamy Layer certificate should be for the Financial Year 2007-08 (i.e the completed financial year).

2. Assistant Manager- Group B- 8 Post.

Pay Scale: 20600-46500 (IDA)

Qualification:- Graduate from a recognized university with minimum 60 % marks in aggregate. Two years full time MBA/ MMS (Marketing/ Agri. Business)/ PGDBIM from a recognized university/ institute with minimum 60 % marks in aggregate.

Additional qualification like LLB will be an added advantage.

Experience:- Minimum experience of one year in a reputed Manufacturing/ Trading organization.

Age:- Age not exceeding 27 years as on 31st March 2009, relaxation of 5 years for SC/ ST and 3 years for OBC (excluding creamy layer) and for persons with disabilities shall be relaxable by 5 years (10 years for SC/ ST and 8 years for OBC). Creamy Layer certificate should be for the Financial Year 2007-08 (i.e the completed financial year).

3. Accounts Officer – Group B – 4 post out of which one post reserved for Physically Handicap (HH category)

Pay Scale: 20600-46500 (IDA)

Qualification:- Candidate should be CA/ICWA from a recognized University/Institute with 50% marks in Graduation and should have passed final examination of CA/ICWA.

Additional qualification like LLB, CS will be an added advantage.

Experience:- Should have minimum experience of one year in a reputed manufacturing/trading organization.

Age:- Age not exceeding 27 years as on 31st March 2009, relaxation of 5 years for SC/ ST and 3 years for OBC (excluding creamy layer) and for persons with disabilities shall be relaxable by 5 years (10 years for SC/ ST and 8 years for OBC). Creamy Layer certificate should be for the Financial Year 2007-08 (i.e the completed financial year).

Reservation: (i). For SC/ST/OBC/PH will be as per Government of India's guidelines/directives. The number of vacancies may be increased and accordingly the proportionate increase will be for reserved categories including disabled.

(ii). Those who have passed two years full time MBA/MMS in Mktg./ Agri. Business/ PGDBIM should submit documentary evidence, alongwith the application, from the Institute/ University that they have specialisation in the relevant branch. Wherever grade points are awarded, a certificate of equivalent percentage of marks certified by the Institute/ University will have to be attached with the application. Interested candidates may send their applications in the prescribed proforma which can be obtained by sending self addressed stamped envelope at the above address or can be downloaded from our website www.cotcorp.gov.in. Application form duly filled in all respect should reach General Manager (HRD) on or before 29.05.2009 alongwith a Demand Draft of Rs.100/- payable to The Cotton Corporation of India Ltd., Navi Mumbai. However SC/ ST/ PH candidates need not send DD. Candidates working in Government/Semi Government/Public Sector Undertaking should send their application through proper channel/ should enclose NOC from the present employer. I Class/II A.C. to and fro railway fare from shortest route will be reimbursed to the eligible candidates who will be attending the interview, on giving proof of journey (i.e. tickets of both sides, to and fro). The Corporation shall not be responsible for any postal delays. Incomplete application will be rejected. Mere fulfillment of qualification will not entitle the person to be called for interview. Canvassing in any form and or bringing in any influence will be treated as disqualification.

उप प्रबंधक/ सहायक प्रबंधक /लेखाधिकारी पद के लिए आवेदन पत्र

Application for the post of Dy. Manager/ Assistant Manager/ Accounts Officer

(लागू पर निशान लगाईए)

(Tick the post which is applied for)

पासपोर्ट साईज फोटो /
**Passport size
photo**

1.	उम्मीदवार का पूरा नाम (बड़े अक्षरों में, पदनाम प्रथम) Name in full (In capital letters)		
			(Surname first)
2.	पिता का नाम/Father's name		
3.	स्थायी पता/ Permanent Address :		
		Tel. No.:	E-Mail I.D.:
4.	पत्राचार का पता अगर ऊपर दिये गये (3) से अलग हो तो/ Address for correspondence if different than (3) above :		
5.	श्रेणी/Category (लागू कॉलम में निशान लगाए/Please tick mark the column applicable)		
	सामान्य/General	<input type="checkbox"/>	अनु.जा./SC <input type="checkbox"/>
	अनु.ज.जा./ST	<input type="checkbox"/>	ओबीसी/OBC <input type="checkbox"/>
	विकलांग (वीएच/एचएच/अन्य) Physically Handicapped (VH/HH/Others)	<input type="checkbox"/>	
6.	क)	जन्म तारीख/Date of Birth	
	ख)	आयु 31 st March, 2009 को : _____years_____months Age as on 31 st March, 2009 : _____years_____months	
7.	शैक्षणिक योग्यता/Educational Qualifications		
	i) स्नातक स्तर/Graduate level		
	परीक्षा उत्तीर्ण Exam passed	माह एवं वर्ष Month & Year	प्राप्त अंक % में Aggr.% of Marks obtained
			बोर्ड/संस्था/विद्यालय का नाम Name of Board/ Institution/University

	ii) सीए/आयसीडब्ल्यूए/एमबीए CA/ICWA/MBA			
	iii) अन्य, यदि कोई/Others, if any			
8.	अनुभव/Experience:			
	वर्ष/No. of years	माह/Months		
	संगठन का नाम, जहां वर्तमान में कार्यरत है : Name of Organisation, where presently working.			
	पदनाम/ Designation		सकल वेतन/Gross Salary	
	संगठन के कार्य-कलाप का स्वरूप Nature of Business Organisation	विनिर्माण Manufacturing;		व्यापार Trading;
9.	<p>अनुलग्नकों की सूची/List of enclosures:</p> <p>(1) Certified copy of proof of date of birth</p> <p>(2) Copies of mark sheets & Degree Certificates.</p> <p>(3). Copy of marksheets of all semesters for MBA/MMS/PGDBIM candidates.</p> <p>(4) Copy of Caste Certificate issued by Empowered Authority</p> <p>(5) Experience Certificates.</p> <p>(6) Disability Certificate in the prescribed form stating that persons suffering from not less than 40% of the relevant disability.</p> <p>(7) Documentary evidence regarding specialisation in relevant field, certified by Institute/ University (in case of MBA/MMS candidates)/ PGDBIM.</p> <p>(8). Wherever grade points are awarded, a certificate of equivalent percentage of marks certified by the Institute/ University.</p> <p>(9). D.D of Rs.100 /- for General/ OBC Candidates.</p> <p align="center"><u>Declaration</u></p> <p>I hereby declare that all the statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false/ incorrect or ineligibility being detected before or after the interview, my candidature will stand automatically cancelled.</p> <p align="center">(उम्मीदवार के हस्ताक्षर/Signature of candidate) उम्मीदवार का नाम/Name of candidate : -----</p> <p>दिनांक/Date :----- स्थान/Place : -----</p>			

नोट/NB:-

- i) जहां स्थान कम है, अतिरिक्त शीट संलग्न की जाए ।
Wherever space is less, additional sheet may be attached.
- ii) आयु का प्रमाण दिया जाये/Proof of age to be given
- iii) डिग्री सहित शैक्षणिक अर्हता की अनुप्रमाणित प्रतिलिपियाँ अंक सूची के साथ दी जाये/
Attested copies of educational qualifications including degree certificate alongwith mark sheets to be given.
- iv) अनुभव का प्रमाण-पत्र /Experience certificates.
- v) संगठन के कार्य कलाप स्वरूप का अल्प उल्लेख करें/ Nature of the Business of Organisation should be clearly specified.
- vi) सरकारी/अर्ध सरकारी/सार्वजनिक क्षेत्र के उपक्रम में कार्यरत उम्मीदवार अपना आवेदन-पत्र उचित माध्यम से भेजें/ वर्तमान नियोक्ता का NOC संलग्न करें ।
Candidates working in Govt./Semi Govt./PSU should send their application through proper channel/ should enclose NOC from the present employer.

- vii) साक्षात्कार में उपस्थित होने वाले पात्र उम्मीदवारों को निकटस्थ मार्ग से प्रथम श्रेणी / II ए.सी. का आने-जाने की प्रतिपूर्ति रेल भाड़ा यात्रा का प्रमाण प्रस्तुत करने पर की जाएगी (i.e. आने/जाने की टिकट प्रस्तुत की जाए)
Ist class/ II AC to and fro railway fare from shortest route will be reimbursed to the eligible candidates, who will be attending Interview on giving proof of journey (i.e tickets of both sides, to and fro).
- II अनुसूचित जाति/जनजाति के जाति का प्रमाण पत्र निम्नलिखित प्राधिकृत अधिकारी में से किसी एक का होना चाहिए/The caste certificate of SC/ST must be issued by any of the following empowered authority.
- 1) जिला मजिस्ट्रेट/ अपर जिला मजिस्ट्रेट/ जिलाधीश/ उप आयुक्त/ अपर उप. आयुक्त/उप जिलाधीश/ प्रथम श्रेणी वेतनभोगी मजिस्ट्रेट/ उप विभागीय मजिस्ट्रेट/ तालुका मजिस्ट्रेट/ कार्यकारी मजिस्ट्रेट/अति.सहायक आयुक्त/ Dist.Magistrate/Addl. Dist.Magistrate/ Collector/Dy.Commissioner/Addl. Dy. Commissioner/Dy.Collector/1st Class Stipendiary Magistrate/Sub Divisional Magistrate/ Taluka Magistrate/ Exec.Magistrate/ Extra Asst. Commissioner.
 - 2) मुख्य प्रेसिडेंसी मजिस्ट्रेट/अपर मुख्य मजिस्ट्रेट/ प्रेसिडेंसी मजिस्ट्रेट/ Chief Presidency Magistrate/Addl.Chief Presidency magistrate/Presidency Magistrate.
 - 3) राजस्व अधिकारी जो तहसीलदार श्रेणी से नीचे के स्तर के न हो/ Revenue Officer not below the rank of Tehsildar.
 - 4) उप विभागीय अधिकारी, जिस क्षेत्र में उम्मीदवार तथा/या उसका परिवार सामान्यतः रहता है/ Sub-Divisional Officer of the area where the candidate and/or his family normally resides.
- III. अन्य पिछड़े वर्ग के उम्मीदवारों को निर्धारित प्रोफार्मों में उनके /उनकी अन्य पिछड़े वर्ग की स्थिति के साथ-साथ "क्रीमी लेअर" का न होने के बारे में सक्षम प्राधिकारी द्वारा जारी प्रमाण-पत्र प्रस्तुत करना है/OBC candidates have to submit caste certificate issued by the competent authority in the prescribed form regarding his/her OBC status as well as exclusion from "creamy layer".
- IV. निःशक्तता प्रमाणपत्र जारी करने के लिए केन्द्र सरकार अथवा राज्य सरकार द्वारा विधिवत रूपसे गठित मेडिकल बोर्ड, सक्षम प्राधिकारी होगा/The Competent Authority to issue Disability Certificate shall be a Medical Board duly constituted by the Central or a State Government.

THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking)

Head Office : Navi Mumbai

The Corporation is looking for one Dy. Manager, eight Assistant Managers & four Accounts Officers out of which one post of Dy. Manager & one post of Accounts Officer is reserved for (Phy. Handicap- VH & HH Category respectively). The pay scale of Dy. Manager is Rs.24900-50500 (IDA) & Assistant Manager/ Accounts Officer is Rs.20600-46500 (IDA) with usual allowances. Last date of receipt of application is 29.05.09. For details and Application Form, the interested candidates may see our website www.cotcorp.gov.in.