



आईआरईएल (इंडिया) लिमिटेड  
IREL (India) Limited  
भारत सरकार का उपक्रम- परमाणु ऊर्जा विभाग  
(A Govt. of India Undertaking – Dept. of Atomic Energy)  
प्लॉट नं. 1207, वीर सावरकर मार्ग, सिद्धि विनायक मंदिर के पास, प्रभादेवी, मुंबई-400028  
Plot No.1207, Veer Savarkar Marg, Near Siddhivinayak Temple, Prabhadevi,  
Mumbai- 400028  
CIN: U15100MH1950GOI008187

## **Advt. No. CO/HRM/26/2024**

### **Advertisement for recruitment of various posts of Tradesman Trainee on regular basis**

IREL (India) Limited is a Mini Ratna Category-I Central Public Sector Undertaking, under the Administrative Control of Department of Atomic Energy, having its Corporate Office at Mumbai and is operating its Atomic Mineral Mining and Mineral Processing Plants at Chavara (Kerala), Manavalakurichi (Tamil Nadu) & Orissa Sands Complex (OSCOM) (Odisha) to produce Ilmenite, Rutile, Zircon, Sillimanite, Garnet, etc. IREL (India) Limited has also set up a Rare Earths Extraction Plant (REEP) at Odisha and a High Pure Rare Earths (HPRE) plant at RED, Aluva to produce individual Rare Earth Oxide/Carbonates. IREL (India) Limited has also setup a joint venture with the Industrial Development Corporation of Odisha Limited for setting up a new Atomic Mineral mining and mineral processing plant in Odisha. Besides, the company's upcoming prestigious projects include Rare Earth and Titanium Theme Park at Bhopal, Madhya Pradesh and Rare Earths Permanent Magnet (REPM) plant at Vizag, Andhra Pradesh.

In order to support future growth and manage transformation challenges, IREL invites applications (through online mode) from eligible, qualified, talented, energetic, and dynamic Indian Nationals for the following posts (on Regular Basis) for its various Projects/Units/Offices:

#### **1. IMPORTANT DATES:**

Opening date and time for online registration and submission of application	<b>23/02/2024 (14:00 HRS)</b>
Closing date and time for online submission of application	<b>15/03/2024 (14:00 HRS)</b>

## 2. DETAILS OF POSTS:

Initial place of posting (Location Code)	Post Code	Name of the Post	No. of Posts	Qualification & Experience Maximum Age Stipend during training Pay Scale after training Grade after training
OSCOM Unit, Odisha (L-1)	PC1	Tradesman Trainee (ITI)-Fitter	13	<b>Qualification &amp; Experience</b> ITI / NAC with two years' experience in the relevant Trade/ Discipline [Please refer to Point No.4) below]  <b>Maximum Age:</b> 35 Years  <b>Stipend during training:</b> consolidated stipend of Rs.20,000/- per month  <b>Pay Scale after training:</b> Rs.22000-88000/-  <b>Grade after training:</b> W-3 Grade
	PC2	Tradesman Trainee (ITI)-Electrician	12	
Chavara Unit, Kerala (L-2)	PC3	Tradesman Trainee (ITI)-Fitter	15	
	PC4	Tradesman Trainee (ITI)- Attendant-Operator Chemical Plant (AOCP)	1	
MK Unit, Tamil Nadu (L-3)	PC5	Tradesman Trainee (ITI)-Fitter	14	
	PC6	Tradesman Trainee (ITI)-Electrician	2	
RETPP, Bhopal, MP (L-4)	PC7	Tradesman Trainee (ITI)-Fitter	2	
	PC8	Tradesman Trainee (ITI)-Electrician	1	
	PC9	Tradesman Trainee (ITI)- Attendant-Operator Chemical Plant (AOCP)	2	
REPM, Vizag, Andhra Pradesh (L-5)	PC10	Tradesman Trainee (ITI)-Fitter	2	
	PC11	Tradesman Trainee (ITI)- Electrician	1	
	PC12	Tradesman Trainee (ITI)- Attendant-Operator Chemical Plant (AOCP)	2	

**A candidate can apply for any one (01) location and one (01) post/discipline only. Application of candidate applying for more than one post/discipline will summarily be rejected. In case of multiple applications for the same post/discipline, the last application would be considered as final and all other applications made prior to the last-one, shall be treated as null and void.**

### 2.1. Terms and conditions of Training and employment:

Candidates selected for the post will be engaged as Trainees as per the company policy as applicable and shall be paid consolidated stipend of Rs.20,000/- and medical facility for self. The Selected Candidates shall be on training for a period of 1(one) year, on successful completion of which they will be absorbed in W-3 Grade as Tradesman in respective trade in the PayScale of Rs.22000-88000/-.

## 2.2. Emoluments if absorbed in regular grade:

Tradesman Trainees, after successful completion of training and absorption in W-3 Grade, in addition to Basic Pay, would be entitled to applicable Industrial Dearness Allowance, HRA and other allowances / benefits as applicable as per company rules in force from time to time.

## 3. RELAXATION TO CANDIDATES APPLYING ON COMPASSIONATE GROUND:

Compassionate appointment in the company shall be regulated as per the prevailing compassionate appointment policy of the company. As per the said policy, up to a maximum of 5% of the advertised vacancies, till date, are earmarked for compassionate appointment. Dependents of deceased employees of IREL (India) Limited and whose family is indigent, as per the said policy, are eligible to apply. Age relaxation up to a maximum of 10 years over and above the age eligibility criteria applicable to open candidates will be allowed under this category. Compassionate Appointment will be governed as per the provisions of company's policy on Compassionate Appointment.

Candidates who fulfil all the advertised eligibility criteria (except for the age relaxation as stated in this paragraph) will have to go through the normal procedure of submission of application online, appearing for Computer Based Test (CBT) etc. In addition, candidates applying under this category will have to provide the details about the deceased employee in the online application form. Particulars furnished by the candidate will be verified from the Unit where the deceased employee had last worked and in case the particulars are incorrect, the candidate will not be considered under compassionate category. Appointment under this category will be subject to verification of all the particulars / documents including indigence as per the applicable provisions. Candidates applying under this category are required to go-through this advertisement thoroughly and check their eligibility criteria before applying.

Those who are applying for Compassionate Appointment are exempted from payment of application fee.

Separate Unit wise merit list will be prepared for candidates applying for compassionate appointment. Unit wise vacancies earmarked for compassionate appointment are as below:

Unit	Location code	No. of vacancies
OSCOM Unit, Odisha	L-1	4
Chavara Unit, Kerala	L-2	2
MK Unit, Tamil Nadu	L-3	2
RETTP, Bhopal, MP	L-4	Nil
REPM, Vizag, Andhra Pradesh	L-5	Nil

Availability of vacancy and meeting the notified eligibility criteria does not entitle the applicant to claim the post. Final selection will be based on the outcome of the selection process including the pre-employment medical check-up.

#### 4. REQUIRED QUALIFICATION AND EXPERIENCE:

Name of Post	Qualification and Experience
Tradesman Trainee(ITI)  Fitter / Electrician	ITI / NAC in Fitter / Electrician  Two years' experience in the relevant Trade/ Discipline in a reputed Industrial Establishment including on the Job Training - Apprenticeship training, if any.  For Electrician Trade: Valid statutory licence is essential.
Tradesman Trainee(ITI)  Attendant Operator-Chemical Plant	ITI/NAC in Attendant Operator (Chemical Plant) <b>or</b> +(plus) 2 Science (Intermediate/Higher Secondary) with Chemistry as one of the subjects & 50% marks in aggregate  Two years' experience in operation of Chemical and allied Process Industry including apprenticeship training, if any.

For all the above posts, the required qualification(s) must have been acquired through a regular / full-time course from institutes recognised by Central / State governments.

#### 5. RESERVATION:

Location Code	Post Code	UR	EWS	OBC-NCL	SC	ST
L-1	Post Code 1 & 2	12	5	0	2	6
L-2	Post Code 3 & 4	9	1	5	1	0
L-3	Post Code 5 & 6	7	2	5	2	0
L-4	Post Code 7, 8 & 9	4	0	0	0	1
L-5	Post Code 10,11 & 12	4	0	1	0	0

#### 6. SUITABILITY OF POST FOR PwBD CANDIDATES:

Considering the nature of job attached to the job role, the posts are not suitable for PwBD candidates.

#### 7. AGE RELAXATION:

7.1. Age relaxation shall be as under:

Category	Age Relaxation (in years)
UR/EWS	Nil
SC/ST	5
OBC (NCL)	3
Domicile of J & K (01.01.1980 to 31.12.1989)	5 years This relaxation will not be over and above the relaxation provided in other categories.
Ex-Service Men (ESM)	Actual period of service rendered in defence services + 3 years
Candidates applying on Compassionate ground	10 Years

7.2. The maximum age of the candidate after all applicable age relaxation should not exceed 50 years.

7.3. Ex-servicemen whose assignment is due to be completed within one year other than by way of dismissal or discharge on account of misconduct or inefficiency, are also eligible to apply. However, in case of selection, the selected candidate should be joining the post within the date specified.

## **8. FORWARDING OF APPLICATIONS OF CANDIDATES FROM GOVT. AND PUBLIC SECTOR UNDERTAKING.**

8.1. Persons employed in State / Central Government / Semi-Government / Autonomous Bodies / State and Central PSUs etc. are required to forward their applications along with all relevant documents through proper channel or produce 'No Objection Certificate' (NOC) at the time of Second Level Test.

8.2. In the event of selection, candidates from Central Public Sector Enterprises (CPSEs) listed under DPE will be entitled to transfer of service benefits provided his / her application is forwarded through proper channel.

8.3. In the event of selection, all such candidates will be allowed to join IREL only on production of proper relieving order from their previous employer.

8.4. Internal candidates are required to forward printout of online application form to Recruitment Section, Corporate Office, Mumbai through proper channel.

## **9. MODE OF SELECTION:**

9.1. The mode of selection for all the posts would consist of (i) Written Test [First Level Test] (ii) Skill Test / Trade Test and Psychometric Test [Second Level Test] as applicable and/or any combination thereof as may be prescribed or decided by the Competent Authority. The written test will be Computer Based Test (CBT). The candidates fulfilling the eligibility requirements/criteria viz. Age, qualification, experience etc. will be called for written test (objective type) comprising of Multiple-Choice Questions.

9.2. The question paper booklet for written test will be in bi-lingual form i.e. both Hindi & English. However, in case of any typographical error in Hindi, the English version of the question shall be considered as valid.

9.3. IREL reserves the right to cancel / withdraw any question / questions from the written test even at the time of evaluation, if required.

9.4. The written examination will be held for a duration of 1.5 Hours (in one sitting) consisting of two Papers. **Paper-I will consist of 50 Objective** type questions on Professional Knowledge (Discipline related) and **Paper-II will consist of 50 objective** type questions on General Knowledge/Awareness, Reasoning, Numerical ability and General English with **multiple choice answers in each Paper**. Each question will carry 1 mark. **There will not be any negative marking for any wrong answer**. No marks will be awarded for un-attempted questions. The minimum marks required in the computer based test to qualify for next selection process will be as under:

GENERAL(UR), EWS & OBC (NCL)	Minimum 40% marks in each paper
SC / ST / Compassionate Appointment applicants	Minimum 35% marks in each paper

- 9.5. Based on the merit obtained in the Computer Based Test (CBT), the candidates will be called for second level Test (Skill Test / Trade Test as applicable and Psychometric Test) in the ratio of 1:5 following reservation norms.
- 9.6. The Second Level test/s would be qualifying in nature.
- 9.7. The candidates who attend second level test and fail to qualify will not be selected, irrespective of their score in the written test.
- 9.8. Final selection of those who qualify the second level Test (Skill Test / Trade Test as applicable and Psychometric Test) will be based on the marks obtained in the written test only. The merit list for final selection will be prepared on the basis of performance in the written test.

#### **10. WRITTEN TEST CENTRES:**

The Written Test centres will be held tentatively at **Mumbai, Bhopal, Vishakhapatnam, Trivandrum, Kochi, Chennai, Nagercoil, Cuttack and Bhubaneswar**. Candidates may opt/choose test centres in the order of their preferences. The centre(s) opted shall not be changed at a later stage after submission of application. IREL reserves the right to add/ delete centres depending on the number of candidates and to allocate any test centre or change the centre opted by the candidate.

#### **11. PRE-EMPLOYMENT MEDICAL EXAMINATION:**

Before joining services, the selected candidates will have to undergo medical examination as directed by the company and the decision of the Competent Authority will be final and binding.

#### **12. CHARACTER AND ANTECEDENTS (C & A) VERIFICATION ETC.:**

Appointment of selected candidates shall be further subject to verification of 'Character and Antecedents' and 'Special Verification' from the concerned authorities and experience verification as per rules of the company.

#### **13. WAIT LIST OF SELECTED CANDIDATES:**

A reasonable wait-list will be prepared and the same will be valid for a period of one year or till notifying of any such recruitment whichever is earlier.

#### **14. SERVICE AGREEMENT BOND:**

Selected candidates will be required to execute a Service Agreement Bond of Rs. 1,50,000/- for UR/OBC(NCL) candidates and Rs.100,000/- for SC/ST/EWS candidates for serving IREL (India) Limited for a minimum period of 3 years after successful completion of training and being appointed in the regular rolls of the company.

#### **15. PLACE OF POSTING:**

Initial place of posting will be as mentioned in point No.2- Details of Posts. However, the incumbents are liable to be transferred to any of the Units / Offices / Establishments / Project sites of the company.

## 16. APPLICATION FEE:

A non-refundable application Fee of ₹ 500/- (Rupees Five Hundred only) (inclusive of GST) is required to be paid by male applicants belonging to General (UR), EWS and OBC(NCL) categories at the time of submission of online application form. Candidates can opt to pay through Debit Card/Credit Card/Net-banking/UPI (if applicable). No other mode of payment of application fee would be accepted. Application fee once paid will not be refunded under any circumstances. Candidates are, therefore, advised to verify their eligibility before payment of application fee. Females and SC/ST/ESM/Compassionate Appointment category candidates are exempted from payment of application fee.

## 17. HOW TO APPLY:

### 17.1 Sequence-wise actions to be followed by the candidates for filling-up of Online Applications are as under:

- (i) Visit IREL website [www.irel.co.in](http://www.irel.co.in) Careers section and Click on Apply Online button.
- (ii) Read Important Instructions and Click on (√) 'I Agree' Button.
- (iii) Register by filling up necessary details (post applied, name, original category, applied category, PwD category, Mobile No. and e-mail ID and click on Submit Button).
- (iv) Check Application Sequence No., User ID & Password received on your e-mail and mobile number.
- (v) Re-login to your account by entering user ID and password received through e-mail.
- (vi) Fill-up application form and upload Photo, Signature and relevant Documents.
- (vii) Check Preview of the Application Form and make corrections, if any.
- (viii) Make payment through Debit Card/Credit Card/Net-banking/UPI (if applicable)
- (ix) Press Submit Button.
- (x) Take print out of your application form for future reference/ for forwarding through proper channel.

**Note:** - Do not send **hard copy** of filled-in application form to IREL (India) Limited.

### 17.2 General Instructions for filling up of Application

- (i) The candidates shall apply through On-line mode only in case he/she possess the qualifications and fulfils eligibility criteria mentioned in the advertisement.
- (ii) Before starting to fill-up the online application, candidates are advised to keep ready the following details/documents/information:
  - A. E-Mail ID (valid at least for one year).
  - B. Mobile No. (valid at least for one year).
  - C. Required details such as personal data, educational qualifications, experience and other information.
  - D. Details of Debit Card/Credit Card/Net-banking/UPI for making fee payment (if applicable)
  - E. Scanned Copy of Recent Photograph (not more than 3 weeks old in jpg/jpeg format). Size (20 kb-50kb).
  - F. Scanned Copy of Signature with Black ink pen (in jpg/jpeg format). Size (10 kb-20kb).
  - G. Scanned Copies of following documents (in pdf format):
    - a. Documentary proof of Date of Birth (Matriculation/10<sup>th</sup>/12<sup>th</sup>/HSC Certificate).

- b. Final/ Provisional Degree/ ITI/Diploma/ Graduation etc., as applicable.
  - c. Experience Certificates / documents in support of experience including competency certificates as desired for respective posts.
  - d. Discharge / Service Certificate in case of Ex-servicemen.
  - e. Caste Certificate in respect of reserved categories in the prescribed format in respect of SC/ST and OBC Non-Creamy Layer.
  - f. Income and asset certificate in respect of EWS in prescribed format
  - g. Declaration of Non-Creamy Layer Status in respect of OBC (NCL) candidates in prescribed format.
  - h. Scribe certificate, if applicable (may be downloaded during filling of application).
  - i. Certificate in the prescribed format issued by Competent Authority in respect of J & K Domicile.
- (iii) **A candidate can apply for any one (01) location and one (01) post/discipline only. Application of candidate applying for more than one post/discipline will summarily be rejected. In case of multiple applications for the same post/discipline, the last application would be considered as final and all other applications made prior to the last-one, shall be treated as null and void.**

## **18 GENERAL CONDITIONS AND INSTRUCTIONS**

- 18.1 Only Indian nationals need to apply. Mere submission of application will not entail right for claiming Appointment.
- 18.2 The cut-off date for computing Age and experience is **15.03.2024 (closing date of application)**.
- 18.3 Persons who have retired from the Govt./PSUs including IREL (India) Limited under the Voluntary Retirement Scheme (VRS) will not be eligible to apply.
- 18.4 Candidates are advised to ensure while applying that they fulfil the eligibility criteria and other requirements mentioned in the advertisement and that the particulars furnished by them are correct in all respects. Their candidature at every stage is purely provisional. In case it is detected at any stage of recruitment process that the candidate does not fulfil the eligibility criteria and/or does not comply with other requirements of this advertisement and /or he/she has furnished any incorrect or false information or has suppressed any material fact, his/her candidature is liable to be rejected. If any of the above shortcomings is / or are detected even after appointment his/her services will be terminated without any notice.
- 18.5 Intimation regarding Written Test, Skill Test/Trade Test as applicable and psychometric test etc. will be sent through e-mail only.
- 18.6 In order to regulate the number of candidates to be called for the test, if so required, the Management reserves the right to raise the minimum eligibility standards/criteria.
- 18.7 Merely meeting the above qualifications and experience shall not entitle a candidate to be called for Written Test, Skill Test/Trade Test as applicable and Psychometric Test. Only short-listed candidates will be called for the Tests.
- 18.8 Verification of original certificates / documents with regard to age, qualification, work experience, scale, category/disability (as applicable) and other documents as asked for will be done at the time of medical/joining (as the case may be). The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the eligibility criteria.
- 18.9 Candidates called for Skill Test/Trade Test as applicable and Psychometric Test will be reimbursed to and fro 2<sup>nd</sup> class Sleeper rail fare from the nearest Railway Station of the correspondence address provided by the candidate to the place of test by the



shortest route as per the rules of the company, on production of tickets. Candidates travelling through other modes will be reimbursed the expenses limited to 2<sup>nd</sup> class Sleeper rail fare.

- 18.10 The number of posts and the reservation mentioned are tentative. Depending on the requirements, the Company reserves the right to increase/curtail/cancel the number of posts without any further notice and without assigning any reasons thereof. IREL also reserves the right to cancel/restrict/modify/alter the advertisement/recruitment process and/or the selection process without issuing any further notice or assigning any reason whatsoever.
- 18.11 All the above conditions of qualification, experience, age limit (age relaxation as stipulated above) etc. are also applicable to the internal candidates of IREL.
- 18.12 Eligible and interested candidates are advised to apply well before the last date. IREL management will not be responsible for any delay in submission of application caused due to the queries raised by the applicant and non-receipt of response thereof.
- 18.13 Records of the candidates not selected shall not be preserved beyond 01 year from the date of test or publication of next advertisement for the post(s), whichever is earlier.
- 18.14 Appointment of selected candidates shall be subject to Medical fitness, verification of Character and Antecedents (C&A) from the concerned authorities, Experience verification etc. as per the rules of the company.
- 18.15 Request for change of Mailing address/email ID/category/ posts and other information as declared will not be entertained.
- 18.16 Any legal proceedings in respect of any dispute with regard to the recruitment against this advertisement can be instituted only in Mumbai. Courts/Forums/Tribunals at Mumbai only shall have the sole and exclusive jurisdiction to try any such Case/Dispute.
- 18.17 In case of any typographical errors or omissions/ clarifications/ corrigendum/ addendum in respect of the above advertisement shall be made available only on our official website <http://www.irel.co.in>. Hence, prospective applicants are advised to visit the IREL website <http://www.irel.co.in> on regular basis for the above purpose.
- 18.18 'Incomplete application', in any respect, shall be rejected and no further correspondence shall be entertained.
- 18.19 All correspondence/announcements with respect to above recruitment process shall be done through e-mail/notices on the company's website only. Candidates are advised to check their email/ visit IREL website regularly for updates.
- 18.20 Company will not be responsible for any loss of email sent, due to invalid/wrong Email ID provided by the candidate or due to any other reason. Candidate's E-mail Id and Mobile No. should be valid for at least one year.
- 18.21 In case of any problems faced by the candidates, they may send email to company's email id: **hrmrect-ho@irel.co.in**
- 18.22 In case of any ambiguity/dispute arising on account of interpretation in English or Hindi version, the English version shall prevail.
- 18.23 Any attempt for canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
- 18.24 No TA/DA will be paid to any candidate appearing for the written test.
- 18.25 If any information provided by the candidate is found to be false or incorrect or not in conformity with the eligibility criteria, then his/ her candidature is liable to be rejected

at any stage of the recruitment process or after recruitment or joining.

18.26 Generation of registration slip does not imply acceptance of application or eligibility for the post.

18.27 IREL is not responsible for printing errors if any.

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