

ADVERTISEMENT
CORDITE FACTORY, ARUVANKADU, THE NILGIRIS - 643 202
(A Unit of Munitions India Limited)

Applications are invited from Graduate/Diploma Apprentices of Ordnance Factories to work as **Graduate/Diploma Project Engineer (Chemical)** on CONTRACT BASIS, in Cordite Factory, Aruvankadu, The Nilgiris, Tamil Nadu, initially for a period of ONE year, which may be extended for another period of three years, i.e. total maximum period of FOUR years, with renewal on yearly basis from the date of engagement (including initial period) based on factory requirement and individual performance. The citizens of India who are fulfilling the requisite qualification/specification as mentioned below can apply for the post. The employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either party or payment of the Basic Pay+ IDA components in the Consolidated Remuneration in lieu of the Notice.

Post - Graduate/Diploma Project Engineer (Chemical)

Basic Pay for Graduate/Diploma Project Engineer	Level	Vacancies (*)	UR	OBC	SC	ST	EWS	Total
1 st year - Rs. 36000/- 2 nd year - Rs. 37080/- 3 rd year - Rs. 38192/- 4 th year - Rs. 39338/-	Super- visory	- R&D (Propellant/Explosive)	3	1	0	0	0	4
		Quality Control	3	1	0	0	0	4
		Maintenance of Nitrocellulose Process Plant/ Hydraulic Press in Chemical Plant	3	1	0	0	0	4
		Safety	3	1	0	0	0	4
		Production processes	2	0	0	0	0	2

(*) Vacancies may increase or decrease subject to approval of competent authority.

1) AGE LIMIT:

The last date of receipt of applications will be the crucial date for determining the upper age limit, which should be 30 years for General Candidates. Age relaxation, as admissible will be given to OBC-NCL, SC/ST etc candidates as per Reservation Rules.

CATEGORY OF CANDIDATES ELIGIBLE FOR AGE RELAXATION IN UPPER AGE LIMIT

(i)	For SC/ST	:	05 Years. (only in respect of the post reserved for SC/ST)
(ii)	For OBC (with Non-Creamy Layer)	:	03 Years. (only in respect of the post reserved for OBC)
(iii)	For Ex-SM	:	Period of Military Service + 03 Years

2) QUALIFICATION:

Sl. No.	Education qualification	Apprenticeship
01.	Graduate (B.E./B. Tech.) or Diploma in Chemical engineering	Apprenticeship in the manufacturing/handling of ammunition and explosives.
OR		
02.	B.Sc. Graduate with Chemistry as one of the major subjects	Apprenticeship in the manufacturing/handling of ammunition and explosives.
OR		
03.	Graduate (B.E./B. Tech.) or Diploma in Chemical engineering	Apprenticeship in Chemical other than manufacturing/handling of ammunition and explosives.

Desirable: Prior experience as below and relevant to Job Specification mentioned

<u>SN</u> <u>o</u>	<u>Vacancy</u>	<u>Preference</u>	<u>Job Specification</u>
1	Research & Development (Propellant)	Worked in a factory manufacturing propellants/explosive in R&D area	<ul style="list-style-type: none"> • Undertake research and development activities related to propellants/explosive and gunpowders. • Work on formulation, characterization, and performance evaluation of new and existing propellant systems. • Innovate processes to enhance safety, efficiency, and reliability in the production cycle. • Collaborate with cross-functional teams to translate R&D outcomes into production-ready solutions.
2	Quality Control (Laboratory)	Worked in Quality Control Laboratory of a Chemical/Propellant/Explosive manufacturing Plant	<ul style="list-style-type: none"> • Conduct thorough testing of input raw materials for propellant/explosive/chemical manufacturing to ensure compliance with required specifications. • Perform intermediate and in-process testing of propellants/explosive/chemical to maintain consistent quality and safety standards. • Document and analyze test results, ensuring traceability and compliance with regulatory/quality norms. • Support continuous improvement in quality assurance systems.
3	Maintenance of Nitrocellulose Process Plant	Worked in Maintenance of a Nitrocellulose/Explosive /Chemical Process Plant	<ul style="list-style-type: none"> • Carry out preventive, predictive, and corrective maintenance of Nitrocellulose (NC)/explosive /chemical process plants. • Ensure minimal downtime and smooth operation of process equipment. • Troubleshoot technical issues, coordinate shutdown/overhaul activities, and ensure adherence to safety protocols. • Upgrade and optimize maintenance practices for higher efficiency and reliability.
4	Maintenance of Hydraulic Press in Chemical Plant	Worked in Hydraulic Press Maintenance. Preference will be given to those who have worked in propellant/explosive plant	<ul style="list-style-type: none"> • Handle maintenance of hydraulic press. • Ensure continuous and safe functioning of plant machinery with strict adherence to safety standards. • Implement systematic maintenance schedules and maintain detailed technical records. • Work closely with production and safety teams to enhance operational performance.
5	Safety	Worked in a factory manufacturing propellants/ammunition /explosive	<ul style="list-style-type: none"> • Implementation of industrial safety practices in explosive/ammunition process plants • Hazard identification and risk assessment in manufacturing processes • Compliance with statutory safety regulations under the Factories Act, 1948, and Explosives Rules, 2008 • Conduct of safety audits, incident/accident investigation, and corrective actions • Knowledge of handling and storage safety for explosives, propellants, and hazardous

			chemicals <ul style="list-style-type: none"> • Monitoring compliance with personal protective equipment (PPE) and safe work practices in production areas
6	Production Process	Worked in a factory manufacturing propellants/ammunition /explosive	<ul style="list-style-type: none"> • Supervising manufacturing operations of explosives / propellants / ammunition components. • Monitoring process parameters, plant equipment, and production output. • Ensuring adherence to process instructions, SOPs, and quality standards. • Coordinating with quality control, maintenance, and safety sections. • Maintaining production records, batch documentation, and process reports.

3) MODE OF SELECTION

- i) Selection of the candidates shall be done based on the Marks scored in the Qualifying Examination i.e., Graduation/Diploma, and Personal Interaction/Interview only, in the order of Merit. Cut off percentage for calling candidates for Personal Interaction/Interview will be decided by the factory based on the total Marks secured in Graduation/Diploma.
- ii) Merit list will be prepared based on combined marks secured in Graduation/Diploma and Personal Interaction/Interview.
- iii) Weightage of Marks in Graduation/Diploma and Personal Interaction/Interview will be 85% and 15% respectively. **Candidates must submit the conversion formula of CGPA into percentage, if they have been awarded CGPA in place of percentage.**
- iv) Preference shall be given to candidate with Graduate (B.E./B.Tech.) in Chemical Engineering or Diploma in Chemical Engineering (in that order), and having Apprenticeship in the manufacturing/handling of ammunition and explosives (Para 2 : Qualification – Serial No. 01). Only in case of non-availability of candidates meeting the criteria at Sl.No. 01, candidates meeting the Educational qualification and Apprenticeship criteria at Sl.No. 02 and 03 (of Para 2 : Qualification) shall be considered (in that order). Therefore, the merit list will be prepared as per order of Preference given below (a. being highest in the order of preference and e. being lowest in the order of preference) :-
 - a) Candidate with Graduate (B.E./B.Tech.) in Chemical Engineering having Apprenticeship in the manufacturing/handling of ammunition and explosives.
 - b) Candidate with Diploma in Chemical Engineering and having Apprenticeship in the manufacturing/handling of ammunition and explosives.
 - c) B.Sc Graduate with Chemistry as one of the major subjects and having Apprenticeship in the manufacturing/handling of ammunition and explosives.
 - d) Candidate with Graduate (B.E./B.Tech.) in Chemical Engineering and having Apprenticeship in Chemical other than manufacturing/handling of ammunition and explosives.
 - e) Candidate with Diploma in Chemical Engineering and having Apprenticeship in Chemical other than manufacturing/handling of ammunition and explosives.
- v) Candidates qualifying in the Graduation/Diploma and Personal Interaction/Interview will be called for Document Verification in the order of Merit. The number of candidates called for Document Verification will be limited to the number of posts notified. (Discipline / Category wise).

- vi) In case of rejection of candidates during the Document Verification process on account of non-availability of requisite documents / testimonials, not meeting the advertised criteria with respect to Age, Qualification, Experience, etc., additional candidates will be called for Document Verification in the order of Merit (Discipline / Category wise). The number of additional candidates called for Document Verification will be limited to the number of candidates rejected.

4) APPLICATION FEES - NIL.

5) HOW TO APPLY

Candidates are required to download and print the Application Form from the link provided and fill up the same in BLOCK LETTERS only. Along with other necessary enclosures, **one extra copy** of the same photograph to be **self -attested (in back of the photographs)** and enclosed.

The envelope must be clearly superscribed as **"APPLICATION FOR THE POST OF TENURE BASED PROJECT ENGINEER ON CONTRACT BASIS"**.

Application to be forwarded to the following address only:

The Chief General Manager,
Cordite Factory Aruvankadu,
Aruvankadu, The Nilgiris District.
Tamilnadu Pin -643 202.

It may also be ensured that Soft copy (scanned copy) of the whole set (application and enclosed documents) is also sent to the email address: cfadstb@gmail.com (please note that this email id is only for receipt of applications and not to be used for any other correspondence/ queries).

Both the hard copy as well as soft copy of the application (and relevant documents) should compulsorily reach on or before the last date of receipt of application. If the hard copy is not received in time, the application will not be considered (irrespective of receipt of soft copy).

Further, it is also mandatorily required to upload your basic contact details through the google form link <https://forms.gle/r8BCH8yX1ffWsWg36>

6) CLOSING DATE FOR RECEIPT OF APPLICATION

Closing date for receiving of application will be 21 days from the date of first appearance of the Advertisement in the Employment News.

If the closing date falls on a Holiday for the Factory, then the next working day shall be considered as the closing date for all purposes.

7) GENERAL CONDITIONS:

- ❖ The self attested copies of educational qualifications, certificate for age proof, experience certificate from institutions etc., should be enclosed along with the application.
- ❖ The OBC candidate applying for the post under OBC category should also have to submit duly signed undertaking in the format given at Appendix-I of the Application Form.
- ❖ OBC candidates are required to bring latest OBC certificate, **issued within a year, for Government of India posts** (mentioning Resolution No.12011/68/93-BCC(C) dated 10/09/1993 of the Ministry of Social Justice and Empowerment, Government of India, New Delhi), and containing the creamy layer clause that the certificate holder does not fall under the person/class (creamy layer) mentioned in column-3 of OM No.36012/22/1993-Estt. (SCT) dated 08-09-1993 and OM No. 36033/1/2013-Estt. (Res.) dated 13-09-2017, (as amended from time to time) of the Government of India, Department of Personnel and Training. **OBC**

certificates issued for state government posts and outdated certificates will not be entertained.

- ❖ Submission of false / incorrect / incomplete information and / or dubious / bogus documents shall disqualify the candidature.
- ❖ Submission of more than one application by the same individual for a post will summarily be rejected.
- ❖ Only SC/ST candidates appearing for Personal Interaction/Interview shall be paid second class TA as admissible under the rules in the shortest route of travel, on production of Bus / Train ticket and Caste / Community Certificate. It is mandatory to submit "Bank Details Form" for reimbursement of TA Claim. Candidates (other than SC/ST) appearing for Personal Interaction/Interview will have to travel on their own expenses.
- ❖ **No correspondence/enquiry through Phone/messenger will be entertained.**
- ❖ Canvassing in any form will lead to disqualification.
- ❖ Mere submission of application form does not guarantee issue of "Call Letter" for Personal Interaction/Interview.
- ❖ Only short listed candidates will be informed through **e-mail only** for Personal Interaction/Interview in due course.
- ❖ Candidates appearing for Personal Interaction/Interview may be required to stay one day more for medical examination.
- ❖ Cordite Factory, Aruvankadu will not be responsible for late / non-receipt of filled-in application/ Call letters, etc., due to postal delay or any other reasons.
- ❖ E-mail ID & Phone/Mobile Numbers should be kept active till the completion of whole recruitment process.
- ❖ Tie cases – the resolution of tie cases will be settled as under:-
 - i) Higher marks scored in the BE/B.Tech/Diploma
 - ii) Higher marks scored in Personal Interaction/Interview
 - iii) Date of Birth - Older candidate will be given preference

8) REJECTION OF APPLICATION/CANCELLATION OF CANDIDATURE

Applications not meeting eligibility criteria and Terms & Conditions of advertisement will be summarily rejected.

09) REMUNERATION

- i. IDA as prevalent will be applicable.
House Rent Allowance as per classification of Cities (when Company Quarter is not available)
Note: In case of availability of Company Quarters, priority would be given for allotment of Quarters. License fee for Quarters will be deducted at the rates as applicable to regular Workmen.
- ii. The performance of the individual on fixed term employment will be evaluated. Individuals having performance rating Poor or below will be given one month's time in writing to improve their performance. After one month again performance will be evaluated and if again the performance rating found poor or below, the services of the individual will be terminated by giving 15 days' notice.
- iii. Personnel engaged will be eligible for EPF and Employees Compensation Act 1923, as per act and government guidelines.
- iv. Personnel engaged on fixed term basis are eligible to Bonus (if applicable) as per Bonus act 1965 amended time to time.

10) OTHER BENEFITS AND TERMS & CONDITIONS

- i. Working pattern of the Tenure based personnel will be the prerogative of the employer.
- ii. Personnel engaged will be entitled of 30 days Leave per year. 2.5 days of Leave will be credited, for every calendar month of service. Leave can be accumulated by the Personnel during their tenure up to 30 days and can be encashed after completion of one year. For the last month of Service prior to separation/ completion of Tenure, the Leave of 2.5 days pertaining to the last month of Service will be credited on the 15th day of that month.

Note: Encashment of Leave in respect of Tenure based Personnel will be governed by applicable Rules and Terms & Conditions.

- iii. Personnel Engaged cannot take more than 3 days leave in a month and cannot take continuously 3 days leave in a stretch except on medical ground.
- iv. Tenure based Personnel will be given with 1 (One) day of Casual Leave (CL) for each completed month during the calendar year. Casual leave availed in one stretch shall not exceed 05 (five) days in a month and shall not exceed 3 (three) consecutive days, except on medical grounds. Under special circumstances, Divisional officer/Group Officer/Controlling Officer may grant relaxation, provided the leave availed does not exceed the total CL credited balance. Any un-availed CL shall lapse at the end of the calendar Year.
- v. Tenure based personnel will not be entitled for any other medical benefits in any of the Ordnance Factory Hospitals & Dispensaries or elsewhere. In case of an emergency, facilities in Ordnance Factory Hospitals / Dispensaries can be availed.
- vi. Tenure based personnel will be entitled for safety and protective gears, equipment, kits etc. as per the Company norms.
- vii. Female personnel will be entitled to Maternity Benefits as per the provisions under the Maternity Benefit Act, 1961.
- viii. In the normal course, the engagement will be for a maximum period of 4 years from the date of engagement and the tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice.
- ix. The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company.
- x. The Tenure based Personnel will abide by various Company/Factory Rules & Regulations governing carrying out the assigned tasks and their conduct.
- xi. Tenure based personnel will be covered under the Income Tax, Service Tax, Professional Tax, etc. as per the applicable Rules and all such Taxes would be payable by them.
- xii. Tenure based personnel will be eligible for Company Quarters, wherever available. They will not be entitled for the following:
 - a) Promotions;
 - b) OT Allowance
 - c) Loans, Advances & Interest Subsidies;
 - d) Medical Facilities;
 - e) Contingency Advance;
 - f) School Fee Reimbursement;
 - g) LTC / LTA Facilities;
 - h) Grant of Study Leave;
 - i) Sponsorship for Higher Studies;
 - j) Any other benefits (other than mentioned in SOP) admissible to regular Workmen.
- xiii. The Tenure based Personnel will not be entitled for any Allowances or Benefits other than those indicated in this Scheme.
- xiv. Performance of the Personnel would be assessed on a half yearly basis.
- xv. The engagement will be on full time basis. Absence from duty other than on authorised Leave / Company Holidays will result in proportionate reduction in the Consolidated Emoluments.

11) CAUTION TO ALL CANDIDATES:

Some unscrupulous elements may approach you with the assurance of procuring appointment for you in the factory through illegal gratification. You must not fall prey to such false assurance or exploitation and must not entertain or encourage such elements in any way. It is emphasized and re-assured that the entire selection exercise will be done on merit in a transparent manner.

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APPLICATION FOR TENURE BASED PROJECT ENGINEER ON CONTRACT BASIS

Place for recent passport size photo of the applicant (self attested in front) to be firmly pasted (not to be stapled)

To

The Chief General Manager,
Cordite Factory,
Aruvankadu
The Nilgiris – 643 202
Tamil Nadu

(TO BE FILLED UP IN BLOCK LETTERS ONLY)

	Post Applied for	TENURE BASED PROJECT ENGINEER (CHEMICAL) ON CONTRACT BASIS		
01.	Vacancy Applied for (R&D / Quality Control / Maintenance of NC-HP/ Safety/ Production) – Mention any one out of the five opposite			
02.	Name in Block Letters (as mentioned in 10 th std. certificate)			
03.	Father's / Husband's Name (strike out whichever not applicable)			
04.	Date of Birth	Day (dd)	Month (mm)	Year (yyyy)
05.	Age (as on 01-04-2026)			
06.	Nationality			
07.	Caste / Category [Mention whether UR/SC/ST/OBC-NCL/EWS/Ex-SM]			
08.	Address & pin code in full for communication			
09.	Phone/Mobile Number	1.		
	Alternate Phone/Mobile Number	2.		
10.	E-mail ID (IN BLOCK CAPITAL LETTERS) – Write the same email id two times	1.		
		2.		
11.	Two Prominent and visible identification Marks	1.		
		2.		

12. Details of educational qualifications starting from X Standard/SSLC to relevant Graduate/Diploma

Name of School/College	Name of Recognized University / Board of Examination	Name of Examination Passed	Year of Passing

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13. Details of Passing BE/B.Tech/ Diploma in Chemical Engineering / Technology

Name of Institution	Name of Recognized University / Board of Examination	Name of Examination Passed (mentioning stream/ discipline)	Total Marks Obtained / CGPA	Total Maximum Marks	Convert CGPA into percentage *

* It is essential to enclose CGPA conversion formula issued by the University with this application form

14. Details of Apprenticeship training in Ordnance factories subsequent to BE/B.Tech/Diploma in Chemical Engineering

Name of Trade	Name of Ord. Fy.	Training period		Year of Passing	Certificate No. & Date of Issue
		From	To		

15. Details of Apprenticeship training subsequent to BE/B.Tech/Diploma in Chemical Engineering from organization other than Ordnance factories.

Name of Trade	Name of Organisation	Training period		Year of Passing	Certificate No. & Date of Issue
		From	To		

16. Experience Details

Company Details	Designation	Period From	Period To	Nature of Duties

17. Check List of Enclosures: .

Sl.No	ENCLOSURES	YES / NO
1	Proof of Date of Birth	
2	Educational Qualification Certificate	
3	Diploma/Graduation certificate in Chemical Engineering	
4	Final Consolidated Marksheet of Diploma/Graduation in Chemical Engineering	
5	CGPA conversion formula in percentage (if Marksheet contains CGPA instead of total marks obtained)	
6	Apprenticeship Certificate (of Ordnance Factory)	
7	Apprenticeship Certificate (other than Ordnance Factory)	
8	Caste Certificate : (SC / ST / OBC) – in prescribed proforma	
9	Declaration by OBC/Ex-SM candidates – Appendix – I / Appendix – II	
10	Whether all above documents / certificates are self attested	
11	Two self attested photographs (one pasted on application form and one extra)	

DECLARATION

I, Shri / Smt. / Kum. _____ have read the instructions carefully before sending this application. I hereby declare that all the statements made in this application are correct to the best of my knowledge and belief. I understand that any discrepancy found in the information will lead to cancellation of my candidature / debarment at any time.

Signature of the Candidate

Date :
Place :

APPENDIX – I

DECLARATION BY OBC CANDIDATES ONLY

(Similar endorsement should be given in the caste certificate from the competent authority)

I..... Son/Daughter of Shri
.....

Resident of village/town/city.....District
.....

State..... Hereby declare that I belong to the
.....

community which is recognized as a backward class by the Government of India for the purpose of reservation in services as the orders contained in DOPT OM No.36012/22/93-Estt.(SCT) dated 08-09-1993 and as amended. It is also declared that I do not belong to persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the above referred Office Memorandum dated 08-09-1993 and as amended.

Date : (Signature of the Candidate)

APPENDIX – II

**FORM OF UNDERTAKING TO BE GIVEN BY CANDIDATES APPLYING
FOR CIVIL POSTS UNDER EX-SERVICEMEN CATEGORY**

I understand that, if selected on the basis of the recruitment/examination to which this application relates, my appointment will be subject to my producing documentary evidence to the satisfaction of the Appointing Authority that I have been duly released/retired/discharged from the Armed forces that I am entitled to the benefits admissible to Ex-Servicemen in terms of the Ex-Servicemen (Re-employment in Central Civil Services and Posts) Rules, 1979, as amended from time to time.

I also understand that I shall not be eligible to be appointed to a vacancy reserved for Ex-Servicemen in regard to the recruitment covered by this examination, if I have at any time prior to such appointment, secured any employment on the civil side (including Public Sector Undertakings, Autonomous Bodies/Statutory Bodies, Nationalized Banks etc.) by availing of the concession of reservation of vacancies admissible to Ex-Servicemen.

Date : (Signature of the Candidate)

**BANK DETAILS FORM FOR TA CLAIM REIMBURSEMENT THROUGH ONLINE
MODE**

(ONLY FOR SC/ST CANDIDATES)

(To be submitted by hand when arriving at CFA for the Personal Interaction/ Interview)

Date of Advertisement (in Employment News) :

To

The Chief General Manager
Cordite Factory Aruvankadu

Dear Sir,

I hereby give my consent to accept the payment of my TA claim through NEFT for credit to my bank account details as given below:-

SNo.	Particulars	Details
1	Roll No. <i>(for office use)</i>	
2	Name of Candidate	
3	Category (SC/ST)	
4	Name of post applied for	
5	Address of the Candidate	
6	Nearest Railway Station	
7	Railway Station from where journey undertaken	
8	Core Bank Account number of the candidate (copy of cancelled cheque or bank passbook to be enclosed)	
9	Branch Name & Address	
10	IFSC Code	
11	PAN No. (if allotted)	
12	Mobile No	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not affected at all for reasons of incomplete or incorrect information, I would not hold the organisation responsible.

Encl : (i) Journey ticket(s)
(ii) Copy of cancelled cheque or bank passbook

(Signature of the candidate)