भा.क.नि.
CCI

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THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
136 -A, 60 Ft. Road, Kamla Nehru Colony, Bathinda (Punjab) -151001
Tel No: 0164-2210371 , 0164- 2210372, Fax No 0164-2210373
CCI Website : www.cotcorp.org.in E-mail: bathinda@cotcorp.com
CIN: U51490MH1970GOI014733

वाक-इन-इंटरव्यू हेतु शुद्धिपत्र

भारतीय कपास निगम लिमिटेड, शाखा कार्यालय, बठिंडा में अस्थाई आधार पर स्नातकों की भर्ती के लिये साक्षात्कार की तारीख 09.10.2018 को रखी गयी थी जो अब दिनांक 10-10-2018 को नियत की गई है| इच्छुक उम्मीदवार अब दिनांक 10.10.2018 को शाखा कार्यालय बठिंडा में 3.00 बजे से पूर्व आकर अपना साक्षात्कार दे सकते हैं। अधिक जानकारी के लिये निगम की वेबसाइट: www.cotcorp.org.in से प्राप्त कर सकते हैं।

शाखा प्रबंधक

THE COTTON CORPORATION OF INDIA LTD.

(A Government of India Undertaking)

Branch Office: Bathinda (Punjab)

WALK - IN - INTERVIEW

RECRUITMENT OF FIELD ASSISTANT/OFFICE CLERK (Account/General)
(**ON PURELY TEMPORARY BASIS**)

1)	Name of the Post	:	1. Temporary Field 2. Temporary Clerk (A/c) 3. Temporary Clerk (Gen.)
2)	Number of vacancies	:	As per requirement
3)	Eligibility Qualification	:	**a). For Temporary Field Assistant:** Science Graduate or any other equivalent degree (science background upto HSC level is must) from any recognized University with knowledge of computer and with an aggregate of 50% marks (45% marks in case of SC/ST/PH). **b). For Temporary Clerk (A/c):** B.Com from a recognized university with knowledge of computer and with an aggregate of 50% marks (45% marks in case of SC/ST/PH). **c). For Temporary Clerk (General):** The candidate should be a graduate from a recognized university with knowledge of computer and with an aggregate of 50% marks (45% marks in case of SC/ST/PH).
4)	Maximum Age	:	27 years as on 01.10.2018 (relaxable by 5 years in case of SC/ST, 3 years for OBC (excluding Creamy Layer), for Physically Handicapped - (VH, HH & OH) 10 years, 15 years for SC/ST, 13 years for OBC.
5)	Reservations	:	For SC/ST/OBC/Physically Handicapped persons will be provided as per Government of India's directives.

The Cotton Corporation of India Ltd., Branch Office Bathinda, invites application from Science Graduate or any other equivalent degree /B.Com/ any other graduates with knowledge of computer, for Temporary Field Assistant & Temporary Clerk (Accounts/General) posts of Office & Field. The Temporary Field Assistant & Temporary Clerk (Accounts/General) will be on consolidated wages of Rs.14000/- p.m all inclusive (subject to all statutory deductions). The selected candidates can be posted anywhere under the jurisdiction of Branch Office, Bathinda. **Wherever grade points are awarded, a certificate of equivalent percentage of marks certified by the Institute/ University must have to be attached with the application.**

Interested persons fulfilling the criteria mentioned above may obtain the application form from our Branch Office - Bathinda during office hours or application form can be downloaded from our website www.cotcorp.gov.in. Application form duly filled in must be accompanied by attested copies of (a) Proof of date of Birth, (b) Mark Sheets of SSC/HSC and graduation as well as copy of Degree Certificate, (c) Caste Certificate issued by Empowered Authority & PH certificate (if applicable). The interested candidate should come on or before 3.00 PM for Walk-in-Interview on dated 10.10.2018 with completely filled-in prescribed application form and all original credentials on the below mentioned address. The interview will start at 10.30 a.m. In case, interview of some candidates who have come on 10.10.2018 on or before 3.00 PM, is not completed on the same date then that candidate may come on 11.10.2018 at 10.30 a.m. :

The Cotton Corporation of India Ltd.,
"KAPAS BHAVAN" 136-A, Kamla Nehru Colony,
Branch Office: Bathinda - 151001

(i). Reservation: For SC/ ST/ OBC/ PH will be as per Government of India's guidelines/directives.

(ii) Change in Job-Profile and Posting: The candidate can be posted anywhere under the jurisdiction of Branch Office, Bathinda. The management also reserves its right to change the Job-profile of the candidate of its discretion at any time.

(iii). Incomplete application can be summarily rejected. Number of vacancies can be increased/ decreased, at the discretion of the Management, without assigning any reason and without issuing any further notice. Management reserves the right to raise the Standard of Specifications to restrict the number of candidates to be called for interview. Canvassing in any form and /or bringing in any influence will be treated as disqualification. **For OBC candidates it is to mention that the non-creamy layer certificate should be validity specific i.e. it should be valid as on the date of this advertisement or it should have been issued recently (issued on or after 01.04.2018).** The Corporation reserves the right to fill/ not to fill all or any of the post herein advertised without assigning any reason and without issuing any further notice. The Corporation reserves the right to cancel this advertisement either partially/ wholly at any time, at its discretion without assigning any reason and without issuing any further notice. Management reserves the right to reject the application of any candidate without assigning any reason. **The candidate will have to attend interview at their own expenses and Corporation will not bear any kind of expenses in this regard.** Any legal proceeding arising out of this advertisement shall be subject to the jurisdiction of the courts in **Bathinda**.

आवेदन प्रोफोर्मा / Application Form

पासपोर्ट आकर का फोटो लगाएं **Affix Passport size photo**

पद के लिये आवेदन : _____ **APPLICATION FOR THE POST OF : _____**		
1.	**पूरा नाम (बड़े अक्षरों में)** **Name in full (In capital letters)**	**(सरनेम प्रथम /Surname first)**
2.	**पिता का नाम / Father's name**	
3.	**स्थाई पता** **Permanent Address (The address must contain name of the state) :**	
	दूरभाष नम्बर/ Tel. No. **ई.मेल आई.डी. / E-Mail I.D.:**	
4	**पत्राचार के लिये पता यदि उपरोक्त (3) से अलग हो √** **Address for correspondence if different than (3) above (The address must contain name of the state) :**	
5	**श्रेणी (लागू कालम में (√) निशान लगाएं)** **Category (Please specify) (Please tick mark the column applicable)** **सामान्य/ General** ☐ **अनु.जा. ./ SC** ☐ **अनु.ज.जा../ ST** ☐ **अ.पि.जा./ OBC** ☐ **शारीरिक विकलांग (वीएच/एचएच/ओएच)** **Physically Handicapped (VH/HH/OH):** ☐	

6.	**Whether you belong to Minority Community. If yes, please specify whether you are Muslim/ Christian/ Sikh/ Buddhists/ Zoroastrians (Parsis):-_____**				
7.	**जन्म तारीख तथा पूर्ण वर्ष में आयु (01.10.2018 को)** **Date of Birth with Age in completed years (as on 01.10.2018):** **जन्म तारीख (तारीख/वर्ष/माह): _____** **Date of birth (dd/mm/yyyy): _____** **आयु (as on 01.10.2018): ___ वर्ष ___ माह** **Age (as on 01.10.2018): ___years___months**				
8.	**अहर्ता/ Qualifications:**				
		बोर्ड/संस्था/विश्वविद्यालय का नाम **Name of the Board/ Institution/University**	**उतीर्ण परीक्षा** **Exam passed**	**उतीर्ण माह एवं वर्ष** **Month & Year of passing**	**कुल मार्क्स का प्रतिशत** **Aggregate % of marks**
	10वीं/ 10th				
	12वीं /12th				
	Graduation (Mention below name of the degree acquired): _____				
	अन्य यदि कोई है **Other if any**				

9.	**प्रत्येक प्रश्न का निर्दिष्ट उत्तर हाँ या नहीं काटते हुये जैसी भी स्थिति हो, दीजिये:** **Specific answers to each of the question should be given by striking out Yes or No as the case may be:**	
	क) क्या आपको कभी गिरफ्तार किया गया? **a) Have you ever been arrested?**	**हाँ/नहीं** Yes/No
	ख) क्या आप पर कभी अभियोग चलाया गया? **b) Have you ever been prosecuted?**	**हाँ/नहीं** Yes/No

ग)	क्या आपको कभी कारागृह में रखा गया?	हाँ/नहीं
c)	Have you ever been kept under detention?	Yes/No
घ)	क्या आप कभी आवद्ध रहे?	हाँ/नहीं
d)	Have you ever been bound down?	Yes/No
ङ)	क्या आप पर कभी विधि न्यायालय द्वारा जुर्माना लगाया गया?	हाँ/नहीं
e)	Have you ever been fined by a Court of Law?	Yes/No
च)	क्या आपको कभी किसी अपराध के लिये विधि न्यायालय द्वारा दोषी सिद्ध किया गया?	हाँ/नहीं
f)	Have you ever been convicted by a Court of Law for any offence?	Yes/No
छ)	क्या आपको कभी किसी परीक्षा से रोका गया अथवा किसी विश्वविद्यालय या किसी अन्य शैक्षणिक प्राधिकारी/संस्थान द्वारा निकला गया?	हाँ/नहीं
g)	Have you ever been debarred from any examination or rusticated by any University or any other educational authority/institution?	Yes/No
ज)	क्या आपको कभी किसी संघ लोक सेवा आयोग द्वारा इसकी परीक्षा/चयन में प्रवेश से रोका गया या अयोग्य घोषित किया गया?	हाँ/नहीं
h)	Have you ever been debarred/disqualified by any Public Service Commission from appearing at its examination /selection?	Yes/No
झ)	क्या इस फॉर्म को भरते समय विधि न्यायालय में आपके विरुद्ध कोई मामला लंबित है?	हाँ/नहीं
i)	Is any case pending against you in any Court of Law at the time of filling up this form?	Yes/No
ट)	क्या इस फॉर्म को भरते समय किसी विश्वविद्यालय या शैक्षणिक प्राधिकारी/संस्थान द्वारा आपके विरुद्ध कोई मामला लंबित है?	हाँ/नहीं
j)	Is any case pending against you by any University or any other educational Authority/Institution at the time of filling up this form?	Yes/No

यदि ऊपर उल्लिखित प्रश्नों में से किसी का उत्तर हाँ है, तो मामले, गिरफ्तारी /कारावास /जुर्माना/दोषविधि/ दंड इत्यादि तथा /या न्यायालय/ विश्वविद्यालय/ शैक्षणिक प्राधिकारी आदि के पूर्ण विवरण इस फॉर्म को भरते समय दें ।

If the answer to any of the above mentioned question is 'Yes' give full particulars of the case/ arrest/ detention/ fine/ conviction/ sentence/ punishment, etc., and/or the nature of the case pending in the Court/ University/ Educational Authority, etc., at the time of filling up this form.

10.	**अनुलग्नक की सूची/ List of enclosures:** **1) जन्म तारीख के प्रूफ की साक्ष्यांकित प्रतिलिपि (एचएससी/एसएससी) प्रमाणपत्र** **Certified copy of proof of date of birth (SSC/HSC Certificate)** **2) ´मार्कशीट प्रतियाँ तथा स्नातक प्रमाणपत्र (एचएससी /एसएससी / स्नातक प्रमाणपत्र** **Copies of mark sheet as well as Degree Certificate (SSC/HSC/Graduation).** **3) अधिकृत प्राधिकारी द्वारा जारी जाति प्रमाणपत्र की प्रतिलिपि** **Copy of Caste Certificate issued by Empowered Authority** **4) निर्धारित फॉर्म में विकलांग प्रमाणपत्र व्यक्ति की सम्बन्धित विकलांगता 40% से कम न होना बताने वाला विकलांगता प्रमाण पत्र** **Disability Certificate in the prescribed form stating that persons suffering from not less than 40% of the relevant disability** **5) जहाँ ग्रेड पॉइंट्स दिए जाते हैं, संस्था / विश्वविद्यालय द्वारा मार्क्स के समकक्ष प्रतिशत का संस्था / विश्वविद्यालय द्वारा साक्ष्यांकित प्रमाण पत्र** **Wherever grade points are awarded, a certificate of equivalent percentage of marks certified by the Institute/ University.** **घोषणा-पत्र / Declaration** **´मैं एतद् घोषणा करता हूँ की मेरे द्वारा आवेदन पत्र में दिए गये सभी विवरण मेरी जानकारी के अनुसार सम्पूर्ण तथा सही है । साक्षात्कार के पूर्व या साक्षात्कार के पश्चात् मेरे द्वारा दी गई जानकारी झूठी/गलत या अपात्र होने की स्थिति में, मेरी उम्मीदवारी स्वतः रद्द हो जाएगी ।** **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.** **(उम्मीदवार का हस्ताक्षर)** **Signature of candidate)** **उम्मीदवार का नाम** : _____ **Name of candidate :** _____ **दिनांक / Date:** _____ **स्थान / Place:** _____

नोट/ NB -

1. अनु. जाति या अनु.जनजाति के जाति का प्रमाण पत्र ‹निम्नलिखित किसी एक प्राधिकृत अधिकारी द्वारा जारी किया जाना चाहिए.

The caste certificate of SC/ST must be issued by any of the following empowered authority

क) जिला दण्डाधिकारी/अतिरिक्त दण्डाधिकारी/जिलाधीश/उप आयुक्त/ अतिरिक्त उप आयुक्त/उप जिलाधीश/ प्रथम श्रेणी वेतनभोगी दण्डाधिकारी/ उप विभागीय दण्डाधिकारी/तालुका दण्डाधिकारी/कार्यकारी दण्डाधिकारी/ विशेष 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.

ख) ´मुख्य महाप्रांत दण्डाधिकारी/अतिरिक्त मुख्य महाप्रांत दण्डाधिकारी/ महाप्रांत दण्डाधिकारी.

Chief Presidency Magistrate/ Addl.Chief Presidency magistrate/ Presidency Magistrate.

ग) राजस्व अधिकारी जो तहसीलदार श्रेणी से निचे के स्तर के न हों। **Revenue Officer not below the rank of Tehsildar.**

घ) क्षेत्र उप विभागीय अधिकारी,जहाँ उम्मीदवार और / या उनका परिवार रहता है ।

Sub-Divisional Officer of the area where the candidate and/or his family normally resides.

2. अन्य पिछड़े वर्ग के उम्मीदवारों को निर्धारित प्रोफार्मा में सक्षम प्राधिकारी द्वारा जारी उनके अन्य पिछड़ी जाति का तथा उनके "क्रीमीलेयर" के बाहर होने का प्रमाण-पत्र प्रस्तुत करना होगा । अन्य पिछड़े वर्ग की श्रेणी में आरक्षण प्राप्त करने वाले उम्मीदवारों को सक्षम प्राधिकारी द्वारा जारी जाति प्रमाण पत्र के अलावा नीचे दिए गये अनुलग्नक - 1 के अनुसार घोषणा/ प्रतिज्ञा पत्र देना होगा ।

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". The candidates seeking reservation under OBC category should submit a self declaration/ undertaking as per Annexure-I given below in addition to the certificate issued by the Competent Authority.

3. केंद्रीय या राज्य सरकार द्वारा गठित चिकित्सा बोर्ड के सक्षम प्राधिकारी द्वारा जारी असमर्थता प्रमाण-पत्र प्रस्तुत करना है ।

The Competent Authority to issue Disability Certificate shall be a Medical Board duly constituted by the Central or a State Government.

ANNEXURE-I

Declaration/ undertaking - for OBC Candidates only

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 per orders contained in Department of Personnel and Training Office Memorandum No. 36012/22/93-Estt. (SCT), dated 8/9/1993. 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 8/9/1993.

Signature of the Candidate

Place:
Date:

Declaration/undertaking not signed by Candidate will be rejected

अनुलग्नक -1

केवल अन्य पिछड़ी जाति के उम्मीदवारों के लिये घोषणा/प्रतिज्ञा

मैं ---------- श्री ---------- का पुत्र/पुत्री, जो गाँव/शहर ---------- जिला ---------- ,राज्य का रहने वाला/वाली हूँ, एतद् द्वारा घोषित करता/करती हूँ कि मैं ---------- समाज से हूँ, जो कार्मिक तथा प्रशिक्षण विभाग के कार्यालय ज्ञापन संख्या:36012/22/93-स्थापना (एससीटी) दिनांक 8.9.1993 में दिए गए आदेशों के अनुसार भारत सरकार द्वारा सेवा में आरक्षण के प्रयोजन के लिये पिछड़े वर्ग के रूप में मान्यता प्राप्त है । यह भी घोषणा की जाती है कि मैं ऊपर संदर्भित कार्यालय ज्ञापन दिनांक 8.9.1993 की अनुसूची के कालम-3 में उल्लिखित व्यक्तियों /अनुभागों (क्रीमीलेयर) से सम्बंधित नहीं हूँ ।

आवेदनकर्ता के हस्ताक्षर

स्थान :

दिनांक :

उम्मीदवार द्वारा घोषणा /प्रतिज्ञा पत्र पर हस्ताक्षर न करने पर अस्वीकार किया जाएगा।

DECLARATION

I _____ (Name of the candidate) appearing for interview for the post of _____ hereby declare that the Educational Certificates, Experience Certificates and other testimonials submitted by me for employment in the Cotton Corporation of India Limited is genuine.

*** I also hereby declare that to the best of my knowledge, none of my relatives is employed in the Cotton Corporation India Limited.**

*** I hereby declare that Shri _____ (Name of the person who is employed in the Cotton Corporation of India Limited as _____/who was employed as _____ previously in the Cotton Corporation of India Limited is related to me as _____ (Please indicate the relationship)**

Date:_____

_____

Signature of the Candidate

(*please fill up whichever is applicable)