THE COTTON CORPORATION OF INDIA LTD
(A Govt of India Undertaking)
KAPAS BHAVAN, 4/2ASHOK NAGAR,.P.B NO: 227 GUNTUR -522002

PH.NO:0863 -2233472/943,FAX:0863 -2357472
EMAIL: *guntur@cotcorp.com*, website:cotcorp.org.in

Ref. No:CCI/GNT/HRD/Temp. Rectt/2024-25/ 629 Date:20.09.2024

WALK - IN - INTERVIEW

Recruitment of Graduates on purely Temporary Basis.

The Cotton Corporation of India Ltd., A Government of India Undertaking, Branch Office **GUNTUR** is looking for **Graduates** to work as Temporary Office staff(Accounts & General) on consolidated wages of **Rs.25500/-**p.m. and for Temp. field staff Rs.**37000/-** on purely temporary basis (all inclusive PF & Professional Tax deductions as per Rules) for maximum period of **85 days** through walk-in-interview scheduled on **14.10.2024** for the post of **TEMPORARY FIELD STAFF** for Field from 10.30 am onwards to till 5.00 pm and on **15.10.2024** for the post of **TEMPORARY OFFICE STAFF(ACCOUNTS &GENERAL)** for Office from 10.30 am onwards to till 5.00 pm at the above address. The candidate should bring required original Certificates / mark sheets along with attested photo copy of each of it and recent passport size photographs along with the updated Bio-data / filled-in prescribed application form. No TA/DA would be provided for attending walk-in interview. The interested candidates may visit our website **www.cotcorp.org.in** for further details. Preference will be given for candidates who are having experience in relevant field. The Corporation reserves the right to fill/not to fill all or any of the post herein advertised. The Corporation reserves the right to cancel this advertisement either partially / wholly at any time, at its discretion without assigning any reason.

20/09/2024

(P.AMARNATH REDDY)

GENERAL MANAGER

Scanned with OKEN Scanner

THE COTTON CORPORATION OF INDIA LTD

(A Govt of India Undertaking)

KAPAS BHAVAN, 4/2ASHOK NAGAR,,P.B NO: 227 GUNTUR-522002

PH.NO:0863-2233472/943,FAX:0863-2357472

EMAIL: *guntur@cotcorp.com*, website:cotcorp.org.in

RECRUITMENT OF TEMPORARY FIELD / OFFICE STAFF

(ON PURELY TEMPORARY BASIS)

1	Name of the post	:	Temp.Field staff / Temp.office staff(Accounts & General)
2	Number of Vacancies	:	Based on requirement.
3	Eligibility Qualification		**For Temporary Office staff(Accounts)** : B.Com graduate from a recognized University with knowledge of computer and within aggregate of 50% marks for Gen/OBC and 45% marks in case of SC/ST/PH.
		:	**For Temporary Office staff(General)** : Graduate in any stream 50% in aggregate for Gen/OBC and 45% in aggregate for SC/ST/PH.
		:	**For Temporary Field staff**: B.Sc(Agriculture) 50% in in aggregate for Gen/OBC and 45% in aggregate for SC/ST/PH.
4	Maximum Age	:	35 Years as on 01.10.2024 (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.

Post-wise Wages & Schedule of Interview :

Name of Post	Consolidated Salary Per Month (Rs.) all inclusive of PF & Professional Tax deductions as per Rules. (Subject to all statutory deductions)	Date of Interview & Time
Temporary Field Staff	37,000/-	14.10.2024 (10:30 A.M. to till 5:00 P.M)
Temporary Office Staff (Accounts)	25,500/-	15.10.2024 (10:30 A.M. to till 5:00 P.M)
Temporary Office Staff (General)	25,500/-	15.10.2024 (10:30 A.M. to till 5:00 P.M)

Reporting time for interview is before 12:00 P.M. on interview date.

The Cotton Corporation of India Ltd., Branch Office, Guntur invites application from graduates (B.Com / any other graduation in any stream & B.Sc. Agriculture) for the posts of Temp. office staff (Accounts / General) & Temp.Field staff. The Selected candidate will be on a consolidated wages as mentioned above. The selected candidates can be posted anywhere in Andhra pradesh. **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. The appointment shall be on purely temporary basis for maximum period of 85 days.**

Interested persons fulfilling the criteria mentioned above can download the application form from our website www.cotcorp.org.in. Applicant should bring all Original Certificates and 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). Applicant should reach at the following address as per the specified schedule mentioned above for Walk-in-Interview along with completed Application form and required documents.

General Manager
The Cotton Corporation of India Limited,
Kapas Bhavan,4/2 Ashok Nagar, P.B.No:227,Guntur-522002, Andhra Pradesh.

Scanned with OKEN Scanner

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

2. Change in Job-Profile and Posting :
   The Candidate candidate can be posted anywhere in Andhra Pradesh. The Management also reserves its right to change the Job-Profile of the candidate at its discretion at any time.

3. The Corporation shall not be responsible for any postal delays / wrong delivery / non-delivery of communication at any stage of the recruitment process. Selected candidate will be intimated through e-mail mentioned in their application. No other mode of correspondence will be done.

4. Incomplete application can be summarily rejected.

5. Mere fulfillment of qualification will not entitle the person to be appointed.

6. Number of vacancies can be increased / decreased, at the discretion of the Management, without assigning any reason and without issuing any further notice.

7. Management reserves the right to raise the Standard of Specifications.

8. Appointment shall be subject to police verification of the candidate.

9. The selected candidate will not be eligible for any permanent recruitment. This post is on purely temporary basis for maximum 85 days. The services can be terminated any time before 85 days also without any prior notice or assigning any reason thereof. Also, the services of selected candidate can be extended or re-engaged at the discretion of the Corporation.

10. Canvassing in any form and / or bringing in any influence will be treated as disqualification.

11. For OBC candidates it is to mention that the non-creamy layer certificate should be valid as on the date of this advertisement or it should have been issued recently (issued on or after 01.04.2024).

12. The Corporation reserves the right to fill / not to fill 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.

13. The candidate will have to attend interview at their own expenses and Corporation will not bear any expenses in this regard.

14. Any legal proceeding arising out of this advertisement shall be subject to the jurisdiction of the courts in GUNTUR.

Scanned with OKEN Scanner

पासपोर्टआकार
चिपकाएँ तस्वीर
Affix Passport size photo

आवेदन फार्म /APPLICATION FORM

पद के लिए आवेदन/ APPLICATION FOR THE POST OF :

अस्थायी क्षेत्र कर्मचारी/अस्थायी.कार्यालय कर्मचारी(लेखा एवं सामान्य)Temp. Field staff/ Temp. Office staff(Accounts &General).

1.	पूरा नाम (बड़े अक्षरों में) Name in full (In capital letters) (उपनाम पहले / Surname first) (Name as per Aadhar)	
2.	पिता का नाम / Father name(As per Aadhar)	
3.	स्थायी पता/ Permanent Address (The address must contain name of the state) :	
	गतिमान। संख्या /Mobile. No:/ईमेल आईडी/.E-Mail I.D	
4	Marital status/ वैवाहिक स्थिति	
5	पत्राचार के लिए पता यदि उपरोक्त (3) से भिन्न हो/ Address for correspondence if different than (3) above (The address must contain name of the state) :	
6	श्रेणी (कृपया निर्दिष्ट करें) (कृपया लागू कॉलम पर टिक लगाएं) Category (Please specify) (Please tick mark the column applicable) सामान्य/General ☐ अनुसूचित जाति/.SC ☐ अनुसूचित जनजाति /.ST ☐ अन्य पिछड़ा वर्ग/.OBC ☐ शारीरिक रूप से विकलांग (वीएच/एचएच/ओएच): ☐ Physically Handicapped (VH/HH/OH):	
7	Whether you belongs to Minority Community, if yes, please specify whether you are Muslim /Christian / Sikh /Buddhists / Zoroastrians (Parsis): _____	
8	पूर्ण वर्षों में आयु के साथ जन्मतिथि/Date of Birth with Age in completed years (as on 01-10-2024) जन्मतिथि /Date of birth (dd/mm/yyyy): _____(as on 01-10-2024) Age (as on 01-10-2024):_____years_____months	

9 योग्यता /Qualification:

	बोर्ड का नाम/ संस्थान/विश्वविद्यालय/Name of the Board/ Institution/University	परीक्षा उत्तीर्ण/ Exam Passed	महीने वर्ष का गुजरने/ Month & Year of passing	सकल% का निशानों Aggregate% of marks
10 वीं /10th				
12 वीं/ 12th				
Graduation/ स्नातक				
अन्य यदि कोई हो /Other if any				

Scanned with OKEN Scanner

10	प्रत्येक प्रश्न का विशिष्ट उत्तर हां या नहीं, जैसा भी मामला हो, काटकर दिया जाना चाहिए शायद:			
	Specific answers to each of the question should be given by striking out Yes or No as the case may be:			
	अ)	क्या आपको कभी गिरफ्तार किया गया है?	हाँ	नहीं
	a)	Have you ever been arrested?	Yes	No
		क्या आप पर कभी मुकदमा चलाया गया है?	हाँ	नहीं
	b)	Have you ever been prosecuted?	Yes	No
		क्या आपको कभी हिरासत में रखा गया है?	हाँ	नहीं
	c)	Have you ever been kept under detention?	Yes	No
		क्या आप कभी बंधन में बंधे हैं?	हाँ	नहीं
	d)	Have you ever been bound down?	Yes	No
		क्या आप पर कभी किसी न्यायालय द्वारा जुर्माना लगाया गया है?	हाँ	नहीं
	e)	Have you ever been fined by a Court of Law?	Yes	No
		क्या आपको कभी किसी न्यायालय द्वारा किसी अपराध के लिए दोषी ठहराया गया है?	हाँ	नहीं
	f)	Have you ever been convicted by a Court of Law for any offence?	Yes	No
		क्या आपको कभी किसी परीक्षा से वंचित किया गया है या किसी विश्वविद्यालय द्वारा निष्कासित किया गया है कोई अन्य शैक्षणिक प्राधिकरण/संस्था?	हाँ	नहीं
	g)	Have you ever been debarred from any examination or rusticated by any University or any other educational authority/institution?	Yes	No
		क्या आपको कभी किसी लोक सेवा आयोग द्वारा अयोग्य घोषित किया गया है? इसकी परीक्षा/चयन में शामिल हो रहे हैं?	हाँ	नहीं
	h)	Have you ever been debarred/disqualified by any Public Service Commission from appearing at its examination /selection?	Yes	No
		क्या इस फॉर्म को भरते समय आपके विरुद्ध किसी न्यायालय में 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
		क्या आपके विरुद्ध किसी विश्वविद्यालय या किसी अन्य शैक्षिक द्वारा कोई मामला लंबित है? इस फॉर्म को भरते समय प्राधिकरण/संस्थान?	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 उपर्युक्त किसी भी प्रश्न का उत्तर 'हां' है तो मामले/गिरफ्तारी/हिरासत/जुर्माना/दोषी/सजा/दंड आदि का पूरा विवरण दें और/या न्यायालय/विश्वविद्यालय में लंबित मामले की प्रकृति का विवरण दें। / शैक्षिक प्राधिकारी, आदि, इस फॉर्म को भरते समय		
		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.		

Scanned with OKEN Scanner

बाड़ों की सूची / List of enclosures:

1) जन्मतिथि के प्रमाण की प्रमाणित प्रति (एसएससी/एचएससी प्रमाणपत्र)
Certified copy of proof of date of birth (SSC/HSC Certificate)

2) मार्कशीट के साथ-साथ डिग्री प्रमाणपत्र (एसएससी/एचएससी/स्नातक) की प्रतियां।
Copies of mark sheet as well as Degree Certificate (SSC/HSC/Graduation).

3) अधिकार प्राप्त प्राधिकारी द्वारा जारी जाति प्रमाण पत्र की प्रति
Copy of Caste Certificate issued by Empowered Authority

4) निर्धारित प्रपत्र में विकलांगता प्रमाण पत्र जिसमें कहा गया हो कि व्यक्ति 40% से कम विकलांगता से पीड़ित नहीं है प्रासंगिक विकलांगता
Disability Certificate in the prescribed form stating that persons suffering from not less than 40% of the relevant disability

5) जहां भी ग्रेड अंक दिए जाते हैं, वहां अंकों के समकक्ष प्रतिशत का प्रमाण पत्र दिया जाता है संस्थान/विश्वविद्यालय द्वारा प्रमाणित
Wherever grade points are awarded, a certificate of equivalent percentage of marks certified by the Institute/ University

6) आधारकार्ड की प्रति/Copy of Aadhar Card

7) पान कार्ड की प्रति/Copy of PAN Card(if available)

8) आई.एफ.एस सी कोड के साथ बैंक विवरण/Bank details with IFSC code No.

घोषणा /Declaration

मैं एतद्द्वारा घोषणा करता हूं कि आवेदन में दिए गए सभी कथन मेरी सर्वोत्तम जानकारी और विश्वास के अनुसार सत्य, पूर्ण और सही हैं। साक्षात्कार से पहले या बाद में कोई भी जानकारी झूठी/गलत पाए जाने या अपात्रता पाए जाने पर मेरी उम्मीदवारी स्वतः ही रद्द कर दी 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 के हस्ताक्षर /Signature of candidate)

उम्मीदवार का नाम:/Name of candidate: .....

तारीख/ Date:_____

जगह / Place:_____

Scanned with OKEN Scanner

नोट /NOTE

1. एससी/एसटी का जाति प्रमाण पत्र निम्नलिखित में से किसी भी अधिकार प्राप्त प्राधिकारी द्वारा जारी किया जाना चाहिए

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

जिला मजिस्ट्रेट/अपर जिला मजिस्ट्रेट/कलेक्टर/उपायुक्त/अतिरिक्त उप. आयुक्त/उप-कलेक्टर/प्रथम श्रेणी वजीफा मजिस्ट्रेट/उपविभागीय मजिस्ट्रेट/तालुका मजिस्ट्रेट/कार्यपालक मजिस्ट्रेट/अतिरिक्त सहायक। आयुक्त.

A) Dist.Magistrate/Addl.Dist.Magistrate/ Collector/Dy.Commissioner/ Addl.Dy. Commissioner /Dy.Collector/1stClass Stipendiary Magistrate / Sub Divisional Magistrate / Taluka Magistrate/ Exec.Magistrate/ Extra Asst. Commissioner.

मुख्य प्रेसीडेंसी मजिस्ट्रेट/अतिरिक्त. मुख्य प्रेसीडेंसी मजिस्ट्रेट/प्रेसीडेंसी मजिस्ट्रेट

B) Chief Presidency Magistrate/ Additional.Chief Presidency Magistrate/ Presidency Magistrate

राजस्व अधिकारी, जो तहसीलदार के पद से नीचे का न हो।

C) Revenue Officer not below the rank of Taslider.

उस क्षेत्र का उप-विभागीय अधिकारी जहां उम्मीदवार और/या उसका परिवार सामान्य रूप से रहता है ।

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

2 ओबीसी उम्मीदवारों को अपनी ओबीसी स्थिति के साथ-साथ "क्रीमी लेयर" से बाहर होने के संबंध में निर्धारित प्रपत्र में सक्षम प्राधिकारी द्वारा जारी जाति प्रमाण पत्र जमा करना होगा। ओबीसी श्रेणी के तहत आरक्षण चाहने वाले उम्मीदवारों को सक्षम प्राधिकारी द्वारा जारी प्रमाण पत्र के अलावा नीचे दिएगए अनुबंध-I के अनुसार एक स्व-घोषणा/ वचन पत्र प्रस्तुत करना चाहिए।

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. विकलांगता प्रमाणपत्र जारी करने के लिए सक्षम प्राधिकारी विधिवत गठित एक मेडिकल बोर्ड होगा केंद्र या राज्य सरकार द्वारा

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

Scanned with OKEN Scanner

परिशिष्ट 1:

घोषणा/वचन-पत्र - केवल ओबीसी अभ्यर्थियों के लिए
Declaration/Undertaking - for OBC Candidates only

मैं श्री _____ का पुत्र/पुत्री हूं _____ राज्य के गांव/कस्बे/शहर जिले का निवासी एतद्द्वारा घोषणा करता हूं कि मैं उस समुदाय से हूं जिसे कार्मिक एवं प्रशिक्षण विभाग के कार्यालय ज्ञापन संख्या में निहित आदेशों के अनुसार सेवाओं में आरक्षण के उद्देश्य से भारत सरकार द्वारा पिछड़ा वर्ग के रूप में मान्यता दी गई है। **36012/22/93-** स्था. (एससीटी), दिनांक **8/9/1993**। यह भी घोषित किया जाता है कि मैं उपर्युक्त कार्यालय ज्ञापन, दिनांक **8/9/1993** की अनुसूची के कॉलम **3** में उल्लिखित व्यक्तियों/वर्गों (क्रीमी लेयर) से संबंधित नहीं हूं।

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.

उम्मीदवार के हस्ताक्षर /Signature of the Candidate

जगह /Place:_____

तारीख /Date:_____

उम्मीदवार द्वारा हस्ताक्षरित नहीं की गई घोषणा/शपथ पत्र अस्वीकार कर दिया जाएगा

Declaration/undertaking not signed by Candidate will be rejected

Scanned with OKEN Scanner

DECLARATION

I_____(Name of the Candidates) 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 knowledge, none of my relative is employed in the Cotton Corporation of 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)

Scanned with OKEN Scanner