Rashtriya Chemicals and Fertilizers Limited

(A Government of India Undertaking)

Administrative Building, Chembur, Mumbai- 400 074

Advertisement No.: 09092026



Rashtriya Chemicals and Fertilizers Limited (RCF Ltd) is a leading profit making "Navratna" company in the business of manufacturing and marketing of Fertilizers and Industrial Chemicals having revenues from operation of around Rs. 18690.90 crores. The Manufacturing units are in Maharashtra (at Thal - Dist. Raigad and at Trombay - Chembur, Mumbai) with National Level Marketing Network. Company provides excellent career growth opportunities.

I) The Company invites applications for post in Officer Cadre (Abbreviation details given after the table).

I	II	III	IV	V	VI	VII	VIII	IX	X
POST CODE	NAME OF THE POST & DISCIPLINE	NO. OF VACANCIES #	RESERVATION						EDUCATIONAL QUALIFICATION, AGE AS ON 01.08.2026
			UR	SC	ST	OBC (NCL)	EWS **	PwBD $	
E0ASSTIPD/092026	Assistant Officer (IPD) Compliance, E0 Grade	01	01	-	-	-	-	-	**Qualification:** Three years Regular and Fulltime Graduate in any discipline from a university recognized by UGC/AICTE. **Minimum Percentage:** The candidates should have secured minimum 55% in Final Year / aggregate of Last Two Semesters of graduation degree. Wherever CGPA/OGPA grade is awarded in a Degree, the candidate will have to obtain equivalent percentage of

									marks from concerned University/ Institute and mention the percentage in the Application **Maximum Age:** The Upper Age Limit as on 01.08.2026 is 46 years for Unreserved category. Additional Concession for Children/ family members of the victims of 1984 riots – 5 years. **Post Qualification inline Experience as on 01.08.2026:** Must have minimum 15 years' relevant post qualification experience. Preference will be given to the candidates having experience in explosive industry and Ammonium Nitrate compliance. The period of training /internship/apprenticeship will not be counted in the requisite experience period as on 01.08.2026. **Roles and Responsibilities:** • To ensure compliance with regulations laid down by PESO and to manage and coordinate the transportation of Ammonium Nitrate (Melt.) • Monitoring statutory and regulatory compliance as per PESO guidelines. • Ensuring accuracy and completeness of all compliance – related documentation.

									• Liaison with regulatory authorities for smooth operations. • Ensuring adherence to prescribed safety standards and transportation norms.

Abbreviations:

UR	*Unreserved*	*OBC (NCL)*	*Other Backward Classes (Non-Creamy Layer)*
SC	*Scheduled Caste*	*EWS*	*Economically Weaker Section*
ST	*Scheduled Tribe*	*PwBD*	*Divyangjan or Persons with Benchmark Disabilities*

 # The number of vacancies are tentative and may increase or decrease at the sole discretion of RCF Ltd and in Compliance of the Presidential Directives on reservation at the time of appointment. Accordingly, RCF Ltd reserves the right to cancel/restrict/enlarge/modify/alter the requirements advertised, if need so arises, without any further notice or assigning any reason. In addition to the notified vacancies a panel of candidates shall also be proposed for unforeseen vacancies, including but not limited to vacancies caused by cessation of service of selected candidates, arising within one year from date of empanelment. Posts shall be filled according to reservation position. Accordingly, SC/ST/ OBC(NCL) *category candidates are encouraged to apply. Further, RCF Ltd also reserves the right to raise/relax the minimum eligibility standards and to fill/ not to fill all or any of the above positions.*

$ PwBD reservation is applied on horizontal inter-locking basis in either of UR/SC/ST/OBC/EWS vacancies.

The PwBD categories identified for above posts are as per the latest list of " Posts identified for Persons with Disabilities (New)" available on the website of Office of the Chief Commissioner for Persons with Disabilities, Ministry of Social Justice and Empowerment, Government of India at http://www.ccdisabilities.nic.in as on the date of advertisement.

In case suitable persons with prescribed benchmark disability are not available, it may be filled by interchange among the other categories of benchmark disabilities identified for reservation.

*** EWS vacancies are tentative and subject to further directives of Government of India and outcome of any litigation. The appointment against*

the reserved vacancies for EWS will be provisional and is subject to the Income and Asset certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of fake/false certificate. The Income and Asset Certificate issued by any one of the authorities mentioned in the prescribed format as given on our website shall only be accepted as proof of candidate's claim as belonging to EWS.

The postings of the selected candidates may be at any of the Units (Trombay / Thal) / Area offices of the company throughout India or at any project site as decided by the Management. The selected candidate will be assigned jobs/functions/assignments as per the business requirements of the Company including shift operations.

II) RESERVATION / CONCESSIONS / RELAXATIONS.

a. Reservation of Posts for SC/ST/OBC (NCL)/EWS/PwBD categories candidates and relaxation thereof categories will be as per DPE guidelines.

b. Category {SC/ST/OBC (NCL)/EWS/PwBD} once submitted will not be changed and no benefit of other category will be admissible later on.

c. SC/ST/OBC (NCL)/EWS/PwBD candidates can be considered under general standards of merit against the un-reserved posts provided no relaxation in age, qualification etc. is availed of/extended to them, wherever applicable.

d. For claiming relaxation, the reserved category candidates should submit copy of **Caste Certificate in the Proforma prescribed by Govt. of India**, issued by the Competent Authority, along with application form at the time of appearing for skill test. If the certificate has been issued in a language other than English/Rajbhasha (Hindi), the candidates should submit a self- certified translated copy of the same either in English or Rajbhasha (Hindi).

e. Candidates belonging to OBC (NCL) category but falling in creamy layer are not entitled to OBC reservation benefits. Accordingly, such candidates may choose to apply against the "UR" positions provided they meet the age criteria applicable to General category candidates and indicate their category as "General". RCF Ltd being a Central Public Sector Undertaking, only those communities that are mentioned in the common list of OBC notified by Government of India shall be treated as OBC for the purpose of reservation

for employment under Central Government. Relevant list can be viewed at http://www.ncbc.nic.in. Accordingly, for claiming the benefit of OBC (NCL) category, candidate should submit & shall subsequently produce his/her latest caste certificate in the proforma prescribed by Government of India, applicable for purpose of reservation in appointment to posts under Govt. of India/Central Government /Public Sector Undertaking, as contained in DOPT Memo No.36036/2/2013-Estt/(Res.) dated 30.05.2014 from a Competent Authority issued on or after **1 st April 2026**. Such certificate should specifically state the candidate does not belong to the persons/sections (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel & Training, Government of India OM No. 36012/22/93-Estt. (SC/ST) dated 08.09.1993 and modifications issued vide OM No. 36033/1/2013Estt.(Res.) dated 13.09.2017. Further the OBC (NCL) candidates will have to give a self-declaration, at the time of documents verification indicating that they belong to OBC (NCL).

f. The income and the asset certificate issued on after **1st April 2026** shall only be accepted as proof of candidates claim as belonging to EWS.

g. SC/ST/PwBD/ExSM/Female/Departmental Candidates are exempted from payment of application fee at the time of online registration.

h. Departmental Candidates will be allowed age relaxation upto 5 years.

i. Candidates belonging to PwBD category shall be considered only against the identified posts.

Under section 34 of "The Rights of Persons with Disabilities Act, 2016", persons with benchmark disabilities are eligible forreservation. The reserved categories of disabilities mentioned under this Act are namely (a) Blindness and low vision; (b) deaf and hard of hearing; (c) locomotor disability including cerebral palsy, leprosy cured, dwarfism, acid attack victims and musculardystrophy; (d) autism, intellectual disability, specific learning disability and mental illness; (e) multiple disabilities from amongst persons under clauses (a) to (d) including deaf blindness in the posts identified for each disability. It may be noted that definition of the above specified disabilities will be as per "THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016".

j. Section 2(r) of The Rights of Persons with Disabilities Act 2016, defines "person with benchmark disability" as a person duly certified by the certifying authority with:
a. not less than 40% of a specified disability where specified disability has not been defined in measurable terms and;
b. a disability where specified disability has been defined in measurable terms.

Accordingly, a person with a specified disability listed in the schedule but not covered under Section 34(1), if certified by a certifying officer as a person with disability of 40% or above, in terms of provisions 7 of the Rights of Persons with Disabilities Act, 2016 shall be allowed concessions/relaxations available to PwBDs as mentioned in this advertisement and will be considered against unreserved vacancies. Further, those candidates, who want to avail of benefit of reservation, are required to submit a Disability Certificate issued by Competent Authority as per the Rights of Persons with Disabilities Rules, 2017, failing which their candidature as PwBD candidates will not be considered. If the certificate has been issued in a language other than English/Rajbhasha (Hindi), the candidates should submit a self- certified translated copy of the same either in English or Rajbhasha (Hindi).

k. Persons with Benchmark Disabilities must be capable of performing the task assigned to them/take instructions using suitable aids and appliances.

l. Prescribed reservations for PwBD and/ Dependent of those killed or disabled in action will be applied on horizontal inter-locking reservation system basis as per Government of India guidelines. Candidates belonging to PwBD category shall be considered only against the identified posts.

m. Caste Validity certificate (wherever applicable) in original, from the appropriate Authorities/District Scrutiny Committees, as applicable of the state/union territory from which the caste certificate was issued along with self-attested Photostat copy is to be submitted at the time of skill test.

III) DATE OF RECKONING ELIGIBILITY CRITERIA.

The cut-off date for determining eligibility criteria in respect of minimum educational qualification and age shall be **01.08.2026** and will remain unchanged irrespective of any reason whatsoever.

IV) APPLICATION FEES.

Non - refundable application fee of ₹1000/- (Rupees One Thousand only) plus Bank Charges and applicable taxes (GST) are required to be paid by General, OBC (NCL) and EWS category candidates at the time of submission of online application form. Candidates can opt to pay either through internet banking account or credit/ debit card. 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. SC/ST/PwBD/ExSM/Female/Departmental candidates are not required to pay any application fee.

V) NATURE OF JOB

a. The company has two units in operations at Thal – Alibag & Trombay- Mumbai and a nationwide Marketing Network. The posting of the selected candidate may be at any of units (Trombay, Thal)/Area Office/All India Marketing Offices of the company throughout India or at any project site as decided by the Management. The selected candidate will be assigned jobs/functions/assignments as per the business requirements of the Company including shift operations.

b. The job requires working in rotating shifts including night shift. The candidates may be posted in any plant/location subject to exigencies of work. Also, this job requires high level of physical fitness. The candidates if selected / provisionally selected would be required to meet the medical and physical fitness standards for post, failing which they shall be considered ineligible and not qualifying the criteria.

VI) SALARY AND OTHER BENEFITS

A) Assistant Officer - E0 Grade: -

Candidates will be selected in the E0 grade in pay scale of Rs.30000 – 120000, the minimum total monthly Gross salary works out to Rs. 65,000/- per month approximately. Includes Basic pay + VDA (55.7%) + Perks (34%) + HRA (30% for class A cities / applicable rates for other cities). HRA will be as per the rules of the company.

VII) SELECTION PROCESS

For **E0 Grade**, the selection process comprises of Skill Test.

i. RCF Ltd will not be responsible for any delay or non-delivery of intimation sent electronically through SMS or e-mail, as the case may be. No other communication will be sent to such candidates for this purpose.

ii. IDENTITY VERIFICATION:-at the time of skill test, the call letter along with original and a photocopy of the candidate's currently valid photo identity (bearing exactly the same name as it appears on the call letter) such as PAN Card/ Passport/ Permanent Driving License/

Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer on official letterhead along with photograph / Photo identity proof issued by a People's Representative on official letterhead along withphotograph / valid recent Identity Card issued by a recognized College/ University/ Aadhar card/ E-Aadhar Card with a photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted for verification. The candidate's identitywill be verified with respect to details of the candidate on the call letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the skill test. Ration Card and Learner's Driving License are not valid id proof.

Note: Candidates have to produce in original the photo identity proof and submit photocopy of the photo identity proof along with the Call Letter while attending the skill test respectively, without which theywill not be allowed to take up skill test. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof, the candidate will not be allowed to appear for skill test. In case of candidates who have changed their name, they will be allowed only if they produce original Gazette notification / their original marriage certificate / affidavit in original.

VIII) DOCUMENT VERIFICATION

a. The documents of the candidates will be thoroughly verified in the process. The candidate will have to upload all relevant documents at the time of online registration only. No further opportunity shall be provided for uploading / changing / correcting the uploaded documents. The candidates are required to check their eligibility as per the advertisement.

b. Non-Compliance:
   a) Applications of candidates who fail to upload the required documents at the time of online registration will be rejected and their application will not be processed further.
   b) Applications of candidates who do not meet the eligibility criteria's as mentioned in this advertisement will be rejected and their application will not be processed further.

c. Pre-Employment Medical Test Verification:

Candidates may be required to present original documents during the pre-employment medical test for final verification. Document such as convocation certificate etc. will be allowed to submit till the time of joining on selection.

d. Fake or False documents:

If any of the document submitted by candidates is found to be fake /false at any stage of the recruitment process, their candidature will be cancelled. Waiting list will be operated in case if any of the selected candidates is unable to produce requisite documents during document verification at the time of pre-employment medical examination / within the specified stipulated period.

IX) SKILL TEST

i. All eligible candidates will be provisionally called for skill test. Call letters for Skill Test in respect of such eligible & provisionally shortlisted candidates will be intimated for the same through SMS on their mobile number and/or through email on their e-mail address as mentioned in their online application form. However, RCF Ltd will not be responsible for any delay or non-delivery of intimation sent electronically through SMS or e-mail, as the case may be. No other communication will be sent to such candidates for this purpose.

ii. The selected candidates not furnishing documents for verification up to pre-employment medical check-up, their candidature will be rejected and their application will not be processed. Waiting list will be operated in case, if any of the selected candidate is unable to produce requisite document during document verification at the time of pre- employment medical examination or gives intimation in writing through email/physically that candidate is unable to join or non-acceptance of Offer of appointment.

iii. For appearing for Skill Test, all outstation candidates will be reimbursed to and fro III tier AC Train/ Bus fare (restricted to III tier AC Rail fare) from the nearest railway station of the correspondence address to the place of Skill Test by the shortest route on production of necessary receipts. The reimbursement will be done only for correspondence address mentioned by the candidate in the application form. Mode of reimbursement shall be transfer to bank account.

iv. It may be noted that candidates will be called for Skill Test provisionally on the basis of information submitted by them in online application form and their candidature will be considered vis-à-vis eligibility criteria for the post applied for (E0 Grade) as mentioned in the advertisement. Candidates not meeting the eligibility criteria or not in possession of complete requisite original documents will be declared as ineligible and will not be allowed to attend the Skill Test and no TA will be paid to them. Further, no queries shall be entertained in this regard.

v. Description of the Skill Test:

The Skill Test will consist of following attributes:

Practical Job Knowledge and Handling of role as per the desired skills	Safety awareness & Computer Knowledge	Communication Skills	Total
70 Marks	**20 Marks**	**10 Marks**	**100 Marks**

The total allocation of marks for Skill Test will be 100 marks. The candidate has to secure minimum 60 marks out of total 100 marks for qualifying in the Skill Test.

X) FINAL SELECTION:

a. For EO Grade:

i. Candidates will be selected by way of Skill Test. Skill Test will be of qualifying nature which will be conducted on a suitable earliest date.

Sr. No.	Parameter	Weightage Of Marks Obtained In Each Parameter
1	Skill Test	It will be of Qualifying nature (Suitable for the post/Unsuitable for the post)

Total	100%

ii. In case, the candidates securing equal marks in the Skill Test, the below mentioned criteria will be made applicable:

a) Percentage of marks in the qualifying examination would be considered for drawing up merit list.

b) Highest percentage in SSC examination.

c) Date of birth of the candidates (i.e. the candidate born earlier will be considered as senior in the merit list).

iii. The documents of the candidates will be verified before appearing for Skill Test. If any candidate fails to meet the eligibility criteria and/or is not able to provide required supporting documents of eligibility criteria before the Skill Test, will not be allowed to appear for the Skill Test.

b. Waiting List:

i. A waitlist shall be prepared in the ratio of 1:2 (i.e. 2 candidates in the waitlist for each selected post).

ii. Wait list if any, will be valid for one year and will be operated if selected candidates do not join or he/she separates for any reason.

XI) PRE-EMPLOYMENT MEDICAL EXAM

Desirous candidates seeking employment with RCF Ltd. need to be medically fit as per RCF Ltd pre-employment medical standards. If candidate is referred for a medical examination, it does not mean final selection and selection will be subject to being declared as Medically Fit by RCF Ltd. designated Physician and subject to fulfilment of other eligibility criteria w.r.t Academic Qualification, Age, Valid Caste Certificate (as applicable), Income Certificate, Disability Certificate, Work experience, NOC, relieving letter from previous employer etc. as may be applicable.

General Medical Examination Comprises 1) Physical examination 2) Audiometry 3) Electrocardiogram 4) Vision tests, Eye test 5) Pathology investigation (Blood and Urine) 6) X-Ray Chest P.A. View 7) Lung Function Test 8) Height and Weight 9) Body Mass index, etc, 10) And any other further medical examination recommended by RCF Medical Officer as per circumstance.

XII) How To Apply:

1. Candidates are required to apply online providing details regarding age, date of birth, qualification, division and percentage of marks obtained, year of passing, respective School/College/University, work experience. Candidates are required to upload scanned copies of the documents in support of age, date of birth, educational qualification, work experience etc. in online portal of RCF. Candidates also required to upload their recent photograph and signature without which their application will not be accepted.
2. Candidates fulfilling the prescribed eligibility criteria should apply online through RCFL website: Candidates have to log on to website www.rcfltd.com and go to HR-Recruitment section for submitting the online application.
3. The below mentioned information should be readily available while filling up the online application form.

   Since the online application form requires details of payment of processing fee of Rs. 1000/- (only for General, OBC and EWS applicants), caste (in case of SC/ST/OBC/EWS applicants) and the percentage of marks obtained in the qualifying examination, the candidates must have the relevant documents/ details readily available with them at the time of filling the online application form. There is no application processing fee for SC/ST/PwBD/ExSM/Female/Departmental Candidates.

4. Before registering their application on the website, the candidates should possess the following:

   Following are the specifications for uploading the documents –

   i. Photo - Image should be of size 165 x 125 pixels in jpg/jpeg format and should not exceed 50 KB and not less than 20KB.

   ii. Sign - Image should be of size 80 x 125 pixels in jpg/jpeg format and should not exceed 20 KB and not less than 10KB.

   iii. Scanned copies of documents in support of age, date of birth, educational qualification, experience etc. (PDF File).

   iv. Provision to pay application fee plus bank processing charges plus GST is there. Candidates can opt to pay through internet banking/ credit/ debit card.

   v. Valid & active Bank details such as Account Number, IFSC code, MICR code & PAN number for Reimbursement of Travelling Allowance.

5. On filling up the Online Application Form, the candidate should check the details that he/she has filled in and if any corrections are required, the same should be done. He/she has then to confirm the details by pressing the "Submit Form" button after which no changes will be possible in the details provided. Then he/she is required to take a print of the application form. The candidates can also take the print out of application form later by submitting the application number in the link on the website under recruitment section. The candidates are required to note the application number for future reference.
6. On submitting the application, online, if the same is accepted, the system will generate a Unique Application Number which will get printed on the Application Form. It may be noted that mere acceptance of the Online Form by the system does not mean that the candidature is accepted. This is subject to the candidate meeting the eligibility criteria exhaustively.
7. No request with respect to the change in any data about category entered by the candidates will be entertained once the application is submitted successfully.
8. Candidates should retain a photocopy of their Application Form for future reference.
9. For any queries related to the online form, please email us on directrecruitment2026@rcfltd.com
10. Candidates will have to submit the acknowledgement/ receipt of online payment at the time of Skill Test.
11. No other means / mode of application shall be accepted.
12. Please read all the Instructions carefully before filling up the Form.

XIII) ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT/ USE OF UNFAIR MEANS

Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting online application. At the time of Skill Test or in a subsequent selection procedure, if a candidate is (or has been) found guilty of –

(i) using unfair means or
(ii) impersonating or procuring impersonation by any person or
(iii) misbehaving in the skill test hall or disclosing, publishing, reproducing, transmitting, storing or facilitating transmissionand storage of contents of the test(s) or any information therein in whole or part thereof in any form or by any means, verbal or written, electronically or mechanically for any purpose or
(iv) resorting to any irregular or improper means in connection with his/ her candidature or
(v) obtaining support for his/ her candidature by unfair means, or

(vi) carrying mobile phones or similar electronic devices of communication in the skill test hall, such a candidate may, in addition to rendering himself/ herself liable to criminal prosecution, be liable :

(a) to be disqualified from the skill test hall for which he/ she is a candidate

(b) to be debarred either permanently or for a specified period from any future recruitment of RCF.

(c) for termination of service, if he/ she has already joined RCF.

XIV) GENERAL INSTRUCTIONS:

a. Candidates are advised to go through the advertisement carefully and ascertain their eligibility before submitting their applications.

b. While applying the candidates should mention their full name as it appears on the matriculation school certificate. Certificate issued by a Board of Secondary Education for passing Matriculation shall be the only acceptable document in support of proof of age.

c. No claim of possession of a qualification equivalent to a prescribed qualification shall be entertained. Candidates possessing qualification as prescribed in the advertisement only should apply.

d. Minimum percentage of marks in the minimum educational qualification as indicated above shall be minimum **55% in Final year of Graduation Degree** irrespective of the weightage given to any particular semester/year by the Institute/University.

e. Wherever CGPA/OGPA/SGPA or letter grade in a degree is awarded; equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute. Where no norms have been specified, the CGPA/OGPA/SGPA will be presumed to have been provided on a 10 points scale. **Candidates having CGPA/OGPA/SGPA or letter grade in a degree, however, will invariably have to produce a copy of these conversion norms/no norms with respect to candidates University/Institute at the time of Skill Test.**

f. The name of the discipline advertised must be in the qualifying educational certificate acquired by the candidate.

g. Initial pay of the candidate selected for appointment will be fixed at the lowest of the pay in the grade in which the candidate is appointed. No protection of pay will be admissible to candidates joining from other PSUs/Central Govt. /State Govt. etc.

h. Candidates possessing higher qualification than the prescribed qualification in the advertisement will not be given any consequential benefits for their higher qualification in later stage of service period. In case candidate is pursuing higher qualification at the time of joining, no NOC will be provided.

i. Candidates employed in Central/State Government/Quasi-Government/Public Sector Undertakings/Autonomous Bodies shall either forward their application through Proper Channel (printout of duly filled-in online application) or shall produce No Objection Certificate

(NOC) from their present employer at the time of skill test failing which his/her/their candidature will not be considered and he/she/they will not be allowed to appear in the skill test.

j. The age limit and minimum educational qualification are the minimum criteria and mere possession of the same by the candidate does not entitle him/her for participating in the selection process. RCF's decision regarding eligibility & shortlisting of applications shall be final & binding and no queries or correspondence shall be entertained in this regard.

k. Details once submitted in the online application form will be final and request for any change including change in correspondence address/email address/mobile number/ category/ post applied for will not be entertained.

l. **Candidates should possess a valid email ID**. Candidates are advised to keep the email ID (to be entered compulsorily in the online application form) active for at least one year. No change in the email ID will be allowed once submitted. All information/communication regarding participating in the selection process shall be provided through email to the candidates, found apparently eligible, based on the online application data. Responsibilities of receiving and downloading of information/communications, etc. will be of the candidate. **RCF Ltd will not be responsible for any loss of email sent, due to invalid/wrong email ID/spelling mistake in email ID provided by the candidate and no correspondence in this regard will be entertained.**

m. The candidature of all applicants would be provisional and subject to subsequent verification of certificates/testimonials etc.

n. The Application No. of candidates called for document scrutiny, skill test will be displayed on www.rcfltd.com under head "HR RECRUITMENT"➡Candidates are advised to visit the website regularly for the latest information in this regard. Only short listed candidates who are prima facie found eligible based on the information submitted in their online application will be called for participating in the selection process and will be intimated through electronic mode for the document scrutiny, skill test and RCF will not be responsible for any delay or non-delivery of such intimation.

o. In case the applicant does not receive any communication within 90 days from the date of publication of this advertisement, it may be presumed that he/she has not been short listed for the selection process. Accordingly, candidates are advised to regularly visit "HR➡RECRUITMENT" head on our website - www.rcfltd.com for the updated information on the selection process.

p. Mere admission to the selection process does not imply that Company (RCF Ltd) is satisfied about candidate's eligibility. The candidates should ensure that the details mentioned in the application form are correct and are in conformity with the eligibility criteria for the post applied for, as mentioned in the advertisement. In case it is detected that a candidate does not fulfil any of the advertised eligibility criteria or has given false declaration or suppressed any material fact or information having any bearing on his candidature, he/she shall render himself/herself ineligible for consideration at any stage of selection and for termination at any time

during employment, if recruited.

q. Further, RCF Ltd reserves the right to cancel/restrict/enlarge/modify the recruitment/selection process of advertised posts without any further notice or assigning any reasons whatsoever, if need so arises. RCF reserves the right to increase or decrease the number of vacancies, or to cancel the advertisement altogether, without assigning any reason, in the event of unforeseen or exceptional circumstances.

r. Any corrigendum/addendum/errata in respect of this advertisement shall be displayed only on RCF Ltd's website www.rcfltd.com under the head "HR ➡RECRUITMENT". No further press advertisement will be issued. Hence prospective applicants are advised to visit RCF Ltd website regularly for latest update with regard to this advertisement.

s. In case of any dispute arising about admissibility of any particular qualification the decision of RCF Management shall be final and binding on the applicants.

t. Court of jurisdiction for any dispute pertaining to any issue arising out of this recruitment process will be at Mumbai only to the exclusion of all other Courts.

u. In case of any ambiguity/dispute arises on account of interpretation in versions other than English language advertised in Newspaper/Employment News/Website, English version available on the website www.rcfltd.com will prevail.

v. Candidates should retain their copy of Pay in e-receipt and Registration Slip as they can be asked to produce it for future reference.

w. Candidates from reserved category will have to submit caste certificate, in the Prescribed Proforma meant for "Appointment to posts under the Government of India" from the designated authority indicating clearly the candidates caste, the Act/Order under which the caste is recognized as SC/ST/OBC (NCL) and the Village/Town the candidates is ordinarily a resident of (Caste/Tribe covered in notified list of Central Government).

x. If the SC/ST/OBC (NCL)/PwBD certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.

y. Candidates should submit the Caste Validity (as applicable) at the time of documents scrutiny stage, otherwise, receipt of application of caste validity may be submitted within one month of joining. Further, the candidate's employment will be considered provisional until the submission of actual Caste Validity Certificate within six months. The submission of Caste validity is on the onus of the candidate.

z. Candidates from reserved category fulfilling eligibility criteria may also apply for the posts earmarked for UR as per Govt. Rules. Such candidates applying for a post where there are no vacancies in their respective reserved categories will be treated as General

candidates and no relaxation in any criteria will be applicable to these candidates. However, still the Caste status of the reserved category candidates appointed in General category needs to be verified from concerned Authorities/ Scrutiny Committee.

aa. Candidates from reserved category will have to submit caste certificate, in the Prescribed Proforma meant for "Appointment to posts under the Government of India" from the designated authority indicating clearly the candidates caste, the Act/Order under which the caste is recognized as SC/ST/OBC (NCL) and the Village/Town the candidates is ordinarily a resident of (Caste/Tribe covered in notified list of Central Government). Accordingly, for claiming the benefit of OBC (NCL) category, candidate should submit & shall subsequently produce his/her latest Non – Creamy Layer Certificate in the proforma prescribed by Government of India, applicable for purpose of reservation in appointment to posts under Govt. of India/Central Government /Public Sector Undertaking.

bb. In case of cancellation of Recruitment Advertisement due to administrative reasons, the application fee paid by the candidates will be refunded subsequently.

cc. Decision of RCF in all matters relating to recruitment will be final and binding on the candidate. No correspondence or personal enquiries shall be entertained by RCF in this behalf.

dd. Instances for providing incorrect information and/or process violation by a candidate detected at any stage of the selection process will lead to disqualification of the candidate from the selection process and he/she will not be allowed to appear in any RCF recruitment process in the future. If such instances go undetected during the current selection process but are detected subsequently, such disqualification will take place with retrospective affect.

ee. Canvassing in any form at any stage shall be considered a disqualification for employment in the Company.

The schedule of activities is as follows:

Activity	Date and Time
Commencement of On-Line registration of application by candidates.	31.10.2026 at 8:00 am onwards
Last date for on-line registration of application by candidates	16.11.2026 till 5:00 pm

ff. Only online Payments will be accepted. Cash payment will not be accepted.

gg. Only ON-LINE applications will be accepted. Physical form of application will not be accepted.

hh. Mere qualifying the Skill Test will not infer selection of the candidate, since the number of candidates empanelled would be limited to the number of vacancies and waitlist.

XV) IMPORTANT INSTRUCTIONS

1. The Online Application shall be deemed to be submitted only upon receipt of Application Fee (wherever applicable) and upload of Self Attested Photograph and Signature within prescribed time limit.
2. Candidates are advised in their own interest to complete the registration process, pay application fee online (wherever applicable) and final submission of online application sufficiently in advance before the last date so as to avoid the possibility of disconnection /inability / Failure to log on to the website on account of heavy load on internet or website jam.
3. We hereby caution the general public not to fall prey to the dubious agencies/organizations/individuals/aiming at fleecing money from the innocent public. Don't believe any advertisement/job announcement of RCF Ltd. circulated through e-mail, social media etc. Please rely on information hosted on our website www.rcfltd.com for any job/career related information pertaining to RCF Ltd.

Encl.: -

Annexure I - OBC NCL Certificate Format for Central Government Job

Annexure II - SC/ST Certificate Format

Annexure III - List of Documents to be uploaded by the Candidates

Annexure IV – Undertaking by Candidate for experience

Annexure V – PwBD Certificate

Annexure VI - Income & Asset Certificate Format for Central Government Job

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