

ANDREW YULE & COMPANY LIMITED

(A Government of India Enterprise)

8, Dr. Rajendra Prasad Sarani, Kolkata-700 001

CIN – L63090WB1919GOI003229

[Recruitment Advertisement No. 2018/06]

THE COMPANY :

Andrew Yule & Co. Ltd (AYCL) was the largest Managing Agency House in India with more than 55 companies under its control at one point of time during its history spanning more than 150 years. AYCL became a Government of India Enterprise in 1979. The Company today is a multi-product, multi unit Company having three Operating Divisions namely, Engineering, Electrical and Tea Division and one service Division viz. General Division. Each of the Division works as a separate Profit Centre. The Tea Division of the Company is looking for eligible candidates for the following post.

JOB TITLE :

Sl. No.	Position	Location	No. of Post
1.	Welfare Officer – Tea Division	Assam/West Bengal Gardens	02

ELIGIBILITY CRITERIA :

Welfare Officer (West Bengal Garden) :

The ideal candidate should be a Graduate with advanced certificate in Personnel Management/Industrial Relations or Labour Welfare with 02 to 03 years post qualification experience within the age limit of 30 years. Candidate must be qualified in terms of West Bengal Plantation (Welfare Officer) Rules, 1979 including the viva-voce test conducted by a Board constituted by the Labour Department of the State Government.

Welfare Officer (Assam Garden) :

The ideal candidate should be a Graduate with 02 to 03 years post qualification experience within the age limit of 30 years. Candidate with advanced certificate in Personnel Management/Industrial Relations or Labour Welfare will be given preference.

Age limit 30 years as on 01 August 2018. Age relaxation applicable for SC, ST, OBC, PWD and ex-servicemen as per Government Rule. AYCL will not be responsible for any postal delay.

COMPENSATION :

Sl. No.	Position	Grade	Scale of Pay
1.	Welfare Officer	E1	Rs. 16,400-3%-40,500

Apart from Basic Pay the post carries Dearness Allowance (IDA pattern), House Rent Allowance, Medical reimbursement, Leave Travel Concession, Leave, Conveyance & food allowance/lunch in accordance with the policy of the Company, coverage in terms of contributory Provident Fund, Gratuity as per rule is also applicable.

Other Conditions :

- (i) While applying the candidates should apply only in format enclosed. Application received in any other format will be rejected. Photo copy of relevant supporting document should not be enclosed with application.
- (ii) The candidates meeting the eligibility criteria need only apply. The candidates will be required to produce the original documents in support of qualification, experience and age at the time of interview. Mere submission of application or fulfilling the eligibility criteria does not confer any right on the individual for selection or short listing for the purpose of interview.
- (iii) Reservation for SC/ST/OBC/minority/differently abled persons apply as per guidelines of the Union Government. Age relaxation will be as per Government norms for said category of candidates.
- (iv) The candidates working with Govt. Departments, statutory corporations, Public Sector Enterprises should apply strictly through proper channel and must enclose a No Objection Certificate while sending the Application. The No Objection Certificate may also be produced during the interview, if not enclosed with the Application. Candidates unable to produce no objection certificate at the time of interview will not be allowed to appear in the interview.
- (v) Submission of wrong / incorrect/ false information about age, qualification and experience will call for summarily rejection of the application.
- (vi) Canvassing in any form will be treated as a disqualification.
- (vii) The Company will have no responsibility in regard to postal delay and no request will be entertained for change in the date of interview. Application received after the due date will be rejected.
- (viii) Selection of candidates will be through interview/any other pedagogy.
- (ix) Circumstances warranting the incumbents may be selected at a grade one step below.
- (x) Experience and age relaxation and higher initial Basic may be considered for deserving candidates.
- (xi) The company reserves the right to reject all or any of the applications received without assigning any reason thereof.
- (xii) The Company reserves the right to relax (enhance) the maximum age limit for outstanding candidates depending on the need as mentioned in the Recruitment and Promotion Policy of the Company approved by the Board of Directors.
- (xiii) The selected candidates may be placed anywhere in India and transfer is a service condition.
- (xiv) The candidate fulfilling the criteria should submit only one application against his or her name.

Interested candidates may apply to Sr. Manager (Personnel), M/s. Andrew Yule & Company Limited at 8, Dr. Rajendra Prasad Sarani, Kolkata-700001 furnishing the details in a sealed envelope. Kindly mention the post applied for in the Envelop. Last date of receipt of application is September 27, 2018 by 05.00 pm.