



THE TAMILNADU COOPERATIVE MILK
PRODUCERS' FEDERATION LIMITED

EMPLOYMENT NOTIFICATION

ADVERTISEMENT NO: 1/JMD- 7093 /E2 /2017

DATED: 18.12.2017

The Tamilnadu Cooperative Milk Producers' Federation Limited invites applications in the prescribed format from the applicants for the following posts on regular basis at Joint Managing Director's Unit as detailed below: **(Place of postings – Chennai)**

Sl. No.	Name of the post	No.of vacancies	Communal Turn	Pay band
1	Junior Executive (Typing)	2	GT (NP) SC(W)(DW)(NP)	5200 – 20200 + GP Rs.2400
2	Technician (Operation)	15	GT(NP) SC(W)(NP) MBC&DNC(P) BC(M)(NP) GT(NP) BC(OTM)(P) GT(W)(TM)(NP) SC(NP) MBC&DNC(NP) BC(OTM)(NP) GT(W)(P) SC(NP) MBC&DNC(NP) BC(OTM)(NP) GT(NP)	5200 – 20200 + GP Rs.2400
3	Technician (Auto Mechanic)	5	MBC&DNC(P) BC(OTM)(P) GT(W)(DW)(NP) SC(P) MBC&DNC(W)(DW)(NP)	5200 – 20200 + GP Rs.2400
4	Technician (Plumbing)	3	MBC&DNC(P) BC(OTM)(P) GT(W)(DW)(NP)	5200 – 20200 + GP Rs.2400
5	Technician (Refgn)	1	SC(W)(DW)(NP)	5200 – 20200 + GP Rs.2400

6	Milk Recorder Grade III	10	GT(P) SC(A)(W)(DW)(P) MBC&DNC(P) BC(OTM)(P) GT(W)(DW)(NP) SC(P) MBC&DNC(W)(DW)(NP) BC(OTM)(W)(DW)(NP) GT(NP) BC(OTM)(NP)	5200 – 20200 + GP Rs.1900
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P- Priority, NP – Non Priority, W-Women, DW-Destitute Widow

TM-Tamil Medium, OTM-Other than BC Muslims

Note:

In the event of non availability of priority candidates, the posts will be filled up with non priority candidates of the same community.

In the event of non availability of Destitute Widow candidates, the posts will be filled up with women candidates of the same community.

In respect of posts reserved under Tamil Medium, the candidates who have studied their Degree in Tamil Medium will be considered on preferential basis.

1. Application fees and processing fees:

The candidates belonging to the OC/MBC& DNC /BC will be required to pay an Application and processing fee of Rs.250/- (Non-Refundable). The candidates belong to SC/SCA/ST will be required to pay an application and processing fee of Rs.100/- (Non-refundable).

2. How to Apply:

Application Format and other details such as qualifications prescribed for the post, age and mode of selection are available in website www.aavinmilk.com. The filled in application, complete in all respects along with Demand draft and photocopies of required documents should be sent to the " **Joint Managing Director, The Tamilnadu Cooperative Milk Producers' Federation Limited, 29 & 30, Ambattur Industrial Estate, Aavin Dairy Road, Chennai-600 098**" either by Registered Post or by Speed Post.

Last date for receipt of application: 10.01.2018 up to 5.30 P.M.

**Sd/- XXXXXX
JOINT MANAGING DIRECTOR**

Place: Chennai-98

APPLICATION FORM

Post applied for	
Advertisement No. and Date	

Please affix recent
passport size photo
here

1.	Name of the Candidate (in BLOCK LETTERS)										
2.	Gender (Tick in relevant Box)	Male				Female					
3.	Date of Birth	Date			Month			Year			
4.	Age as on 1 st July'2017 of the year (in completed years)										
5.	Father's Name										
6.	Mother's Name										
7.	Marital Status (Tick in relevant Box)	Married				Unmarried					
8.	Spouse Name Husband / Wife										
9.	If applicant is Female	Widow			Destitute Widow			Others			
10.	Place of Birth										
11.	Native District and State										
12.	If other than TN, Specify the Name of the State										
13.	Mother Tongue										
14.	Other languages known										
15.	Nationality (Tick in relevant Box)	Indian				Others					
16.	Religion (Please specify)										
17.	Address for Communication										
	Door No.				Street Name:						
	City/Village:				District:						
	State:				Pin code:						
18.	Permanent Address										
	Door No.				Street Name:						
	City/Village:				District:						
	State:				Pin code:						

h.	M. Phil							
i.	Ph. D							
j.	PG Diploma							
k.	Typing Tamil							
l.	Typing English							
m.	Shorthand in Tamil							
n.	Shorthand in English							
o.	Others							
24.	Details of Previous employment if any	Name and address of the Institution	Designation	Scale of Pay	From	To		
25.	Details of conviction / Punishment / Disqualification / criminal case, disciplinary proceedings etc., if any							
26.	Fees Remittance details		Amount (Rs)	DD No	Date	Name of the bank		
27.	Mobile No. / Phone No							

28. Declaration:

I, hereby, declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination, action can be taken against me by TCMPF Ltd.

Date:

Place:

Signature of the Candidate

- Encl :**
1. Self attested photo copies of Certificates
 2. Demand Draft
 3. Self Addressed envelope
 4. 2 copies of Hall Ticket duly filled in affixing the passport size photograh
 5. Pass port size photo - 2 Nos (Should be enclosed along with application)

Candidate Copy

**TAMIL NADU COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED
HALL TICKET**

WRITTEN TEST FOR THE POST OF '2017

1. Roll No. :
(will be assigned by the management)
2. Name of the Candidate :
3. Address of the Candidate :
4. Written Test (to be filled by the management) :

Please affix
recent passport
size photo here

Date and time of written test	Venue of the Examination
..... FN / AN	

Signature of the Candidate

Authorised Signatory with seal

Important Instructions

1. In the Hall ticket the Roll No. need not be filled up by the applicant at the time of submission and the same will be assigned by the management while sending Hall ticket for appearing written test. Candidate to fill up name and address only. Candidate to sign at demarked space and paste photo and sign across it.
2. Candidates are instructed to bring this Hall Ticket for the written test. Candidates without Hall Tickets will not be allowed to write the written test.
3. Candidates appearing for the written test should be present at least half an hour before the commencement of the written test. Candidates coming after 15 minutes of the start of the written test will not be allowed to write the written test.
4. No mobiles and electronic devices will be allowed inside the examination Hall.
5. The Candidate should return the Question booklet to the Invigilator at the end of the written test. Failure to return the Question booklet will result in non-evaluation of the answers of the candidate.
6. No candidate will be allowed to leave the Examination Hall till the time of closure of the written test.
7. Admission to written test will not confer any right of appointment.
8. Please see Additional Information and Instructions to Candidates in website www.aavinmilk.com.
9. If any error in name and address is noticed, the candidate should intimate promptly to the Management before the publication of result for rectification and subsequent request will not be complied with.
10. Candidates should write their Roll No. only in the place prescribed. Writing their name or any type of marking other than answers in the booklet will result in non evaluation of the answers in the written test.

Office Copy

TAMIL NADU COOPERATIVE MILK PRODUCERS' FEDERATION LIMITED

HALL TICKET

WRITTEN TEST FOR THE POST OF '2017

1. Roll No. :
(will be assigned by the management)
2. Name of the Candidate :
3. Address of the Candidate :
4. Written Test (to be filled by the management) :

Please affix
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Tamil Nadu Cooperative Milk Producers' Federation Limited

“ADDITIONAL INFORMATION AND INSTRUCTIONS TO THE CANDIDATES-1”

1. Name and address : O/o Joint Managing Director's Office,
The Tamil Nadu Co-operative Milk Producer's
Federation Limited, 29 & 30, Ambattur Industrial
Estate, Aavin Dairy Road,
Chennai-600 0981.
2. Jurisdiction of the Federation : Chennai.
3. Name of the post and vacancies to be
filled up and educational qualification
prescribed :

Sl. No	Name of the post	Pay scale	No. of vacancies	Educational Qualification prescribed
1	Junior Executive(Typing)	5200 – 20200 + Grade Pay Rs.2400	2	Must be a graduate in any discipline with Typewriting Higher Grade in English and Tamil
2	Technician (Opern)	5200 – 20200 + Grade Pay Rs.2400	15	Pass in SSLC with ITI certificate in the trade of Mechanic Refrigeration and Air-conditioner / Fitter /Mechanic Motor Vehicle / Electrician/Instrument Mechanic with NTC (or) Diploma in Mechanical / Electrical and Electronics / Instrumentation and Control Engineering.
3	Technician(Auto Mechanic)	5200 – 20200 + Grade Pay Rs.2400	5	X Std. passed or its equivalent. Must have ITI certificate in the trade of Fitter/Mechanic (Motor vehicle) with NTC (or) Diploma in Auto Mobile / Mechanical Engg.
4	Technician (Plumber)	5200 – 20200 + Grade Pay Rs.2400	3	1.Must have passed SSLC or equivalent qualification. 2. Should possess ITI Certificate in plumber trade with NTC (or) Diploma in Mechanical Engg.
5	Technician (Refgn)	5200-20200 + Grade Pay Rs. 2400	1	1.Pass in SSLC or its equivalent. 2.ITI certificate in Mechanic Refrigeration and Air conditioner with NTC (or) Diploma in Mechanical Engg.

6	Milk Recorder Grade III (**)	5200 – 20200 + Grade Pay Rs.1900	10	1. Any degree 2. A pass in Co-operative training as detailed in RC.No.51928/2013/SF2 dated 18.07.2013 of the Registrar of Co-operative Societies, Chennai. Exemption for holders of degree in B.A(Co.op) or B.Com(Co.op) from passing Co-operative Training.
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“Graduate” means, one who has passed

- (i) the graduation course as regular including ICC candidate (10+2+3) from a recognized University.
- (ii) 10th Std., + 3 years Diploma + 3 years Degree through Open University, Distance Education and Colleges (10+3+3).
- (iii) 11th Std., (Old SSLC) + 2 years Diploma in Teachers Training + 3 years Degree.
- (iv) 10th Std., + years ITI + 3 years Degree.
- (v) 10th Std., + 3 years Diploma + 2 years Degree (Lateral Entry)

“Post Graduate” means one who has passed

- (i) the post graduate course as regular including ICC candidates (10+2+3+2) from a recognized University.
- (ii) After graduation under any of the items discussed above and 2 years PG Degree.

4. Age for Recruitment (as on 1st July’ 2017)

- i) Minimum Age is 18 years
- ii) Maximum Age

Sl. No	Name of the Post	SC/SCA/ST	MBC/DNC /BC	OC
1	Junior Executive(Typing)	No age limit		30 years
2	Technician (Opern)	35 years	32 years	30 years
3.	Technician (Auto Mechanic)	35 years	32 years	30 years
4.	Technician (Plumbing)	35 years	32 years	30 years
5.	Technician (Refgn)	35 years	32 years	30 years
6	Milk Recorder Grade III	35 years	32 Years	30 years

Relaxation up to 10 years over and above the maximum age limit prescribed above for differently abled candidates for all categories

5. Application and Processing fee:

The Candidates belonging to the OC / BC / MBC & DNC will be required to pay an application and processing fee of Rs.250 (**Non-refundable**). The Candidates belonging to the SC / SC (A) / ST will be required to pay an application and processing fee of Rs.100 (**Non-refundable**). **The application and processing fee should be sent through DD drawn in favour of “The Joint Managing Director, TCM PF Ltd., Chennai – 98” along with the application.**

6. Procedure of selection:

The selection will be made in two successive stages, viz.

- (i) Written Examination – Objective type questions on English knowledge, Test of Reasoning and Quantitative Aptitude, General knowledge and Subject knowledge.
- (ii) Oral Test in the form of an interview in respect of candidates who have secured top marks in the written test.

7. General Information:

- The applicants applying for the examination should go through all instructions carefully and ensure that they fulfill all eligibility conditions. Their admission will be purely subject to satisfying of the eligibility conditions.
- The applicants should send two copies (candidate copy & office copy) of duly filled in Hall Ticket in the prescribed format. The Hall Tickets for eligible applicants will be sent by post. The applicants must comply with each and every instruction given in the Hall Ticket.
- Applicants should possess adequate knowledge of Tamil on the date of this notification.
- If no qualified and suitable women applicants are available for selection against the vacancies reserved for them, those vacancies will be filled by male applicants belonging to the respective communal categories.
- Incomplete applications and applications containing false claims or incorrect particulars relating to category of reservation / education qualification/ other basic qualification/age / communal categories will be liable for rejection.

If the candidate is eligible for more than one post mentioned above, he/she should send separate application for each post. The filled in application complete in all respects along with Demand Draft, Photocopies of required documents and other enclosures should be sent to the address mentioned in the advertisement either by Registered post or Speed post. If sent by any other mode it is the responsibility of the candidate to ensure the receipt of the application in the office before the last date and time mentioned in the advertisement. Management will not be responsible for any postal delay.

**Format for Envelope for submission of filled in applications
(Please write following on the envelope)**

APPLICATION FOR THE POST OF

Advertisement No. - '2017

To

The Joint Managing Director,
TCMPF
29 & 30, Ambattur Industrial Estate,
Aavin Dairy Road,
Chennai-600 098

From

.....
.....

The name of the post to which applied for, should be indicated on the envelope by the candidate.

Sd/- xxxxxxxx

JOINT MANAGING DIRECTOR

() Sl.No.6 for the post of Milk Recorder Grade III - Cooperative Training means:-**

- A (i) a full course of training successfully undergone if any one of the Cooperative Training institute or in any of the Cooperative Training Colleges for intermediate or senior personnel conducted by National Council for Cooperative Training set up by the National Cooperative Union of India and
- (ii) a pass in the Government Technical Examination in Book Keeping, Banking, Cooperation and Auditing or the examination on these subjects conducted by the Tamil Nadu Public Service Commission, Chennai or the examinations for Cooperative supervisors Training Course conducted by the Tamil Nadu Cooperative Union or the examinations for the Higher Diploma in Cooperation conducted by the Institutes of Co-operative Management.
- B. Short Term or condensed basic training course in Cooperation and has passed the examinations for the cooperative supervisors training course and in possession of pass certificate issued by the Institute of Cooperative Management.
- C. Diploma Course in Cooperation (Full Time, Part Time, Correspondence Course) of the TamilNadu Cooperative Union or Higher Diploma in Cooperation of the National Council for Cooperative Training and in possession of pass certificate issued by the TamilNadu Cooperative Union or the National council for cooperative Training, as the case may be:

Provided that a person who is a B.Com.,(Hons) M.Com., degree holder with cooperation as special subject or M.A., (Cooperation) degree holder or a Post Graduate in Business Administration (Cooperation) of the Vaikunth Mehta National Institute of Cooperative Management, Pune or a Post Graduate Degree in Cooperation of any University recognized by U.G.C. shall be exempted from undergoing the training referred to above.

Provided further that a B.Com., degree holder with Cooperation as optional subject and B.A(Cooperation) Degree holder shall be exempted from undergoing the training referred to in item A (i) above, but shall not be exempted from passing the examinations referred to in item A (ii) above a subjects which he had not studied in the B.Com., or B.A (Cooperation) degree course.

Provided also that a person who is a M.Com., B.Com., (Hons.,) degree holder with a subject other than Cooperation as his special subject shall undergo the training course referred to in item A (i) above and shall pass the examinations referred to in item A (ii) above in subjects which he had not studied in his M.Com., or B.Com., (Hons) Course.