

KERALA FEEDS LIMITED
(A Govt. of Kerala Undertaking)
Kalattumkara-Thrissur

A professionally managed ISO 9001-2008 Pelletized Cattle Feeds Manufacturing Company under Government of Kerala having its registered office at Kalattumkara, Thrissur invites applications for the following posts from interested & qualified candidates.

| Name of Post | Scale of pay (Pre-Revised) | No of Vacancy | Qualification & Experience |
|-----------------------------------|-----------------------------------|----------------------|--|
| Officer (Purchase & Materials) | Rs. 10790-18000 | 4 | 1. Degree from a recognized University 2. PG Degree/Diploma (one year) in Materials Management from a recognized university/institution 3. Two years experience in reputed firm dealing with Stores and Purchase |
| Officer (Marketing) | Rs. 10790-18000 | 2 | 1. Degree from a recognized University 2. MBA with specialization in Marketing 3. Two years post qualification experience in Marketing in a reputed firm. |

Age limit (Maximum) : 35 yrs with usual relaxation for SC/ST/OBC
Last date for receipt of Application : 21.01.2016 at 5.00 pm

Interested candidates fulfilling the eligibility criteria may download the prescribed format from our official website www.keralafeeds.com and apply with their detailed resume along with relevant self attested copies of certificates, recent photographs and a Demand Draft for Rs.250/- drawn in favour of Managing Director, Kerala Feeds Limited, payable at Irinjalakuda/Chalaky (SC/ST candidates exempted) to the Managing Director, Kerala Feeds Limited, Kallettumkara P.O., Thrissur – 680 683. For more details please visit our official website www.keralafeeds.com

General Instructions:

1. Candidates should ensure that they fulfill the essential eligibility criteria prescribed for the post for which they have applied. In case it is found at any stage of the selection process or even after appointment that the candidate has furnished false or incorrect information or suppressed any relevant information/material facts or does not fulfill the essential eligibility criteria, his/her candidature /services are liable for rejection/termination without notice and assigning any reason.
2. Persons employed in Government/semi Government/Public sector undertakings/autonomous bodies should apply through proper channel or produce “**No Objection Certificate**” at the time of interview otherwise they will not be interviewed.
3. Candidates seeking age relaxation will be required to submit copies of necessary certificate(s) along with application.
4. The initial appointment for the posts mentioned in sl no. 1 & 2 will be as trainees for a period of one year on a consolidated salary of Rs. 9200/-. Only on successful completion of one year training period, they will be placed in the pay scales. Dearness Allowance shall be paid at Government rates.
5. Selected candidates are required to execute an agreement to serve the Company for a minimum period of 3 Years.
6. Mere conformity to the job requirement will not entitle for calling for Interview. Kerala Feeds Management reserves the right to reject the application without assigning any reason.
7. No correspondence will be entertained with the candidate not selected for interview/ fixed tenure appointment.

8. Any form of canvassing will be a disqualification and will render the candidate ineligible for selection.
9. Candidate should possess the qualification and experience as on the date of notification published.
10. Applications which are incomplete, not legible, or without all enclosures as indicated or received after the due date will be rejected and no correspondence on this will be entertained. Kerala Feeds Ltd. does not take the responsibility of attaching the documents or application fee sent separately after.
11. Application can be sent by Post only. Candidates applying by post shall enclose downloaded format duly filled along with Demand Draft (if required) and one set of self attested mark sheets/certificate and experience certificate.
12. Not more than one application should be submitted by any candidate. Multiple Applications/Registrations will be summarily rejected and the application fee forfeited.
13. Applications once received will not be allowed to be withdrawn and/or the application fee, postage charges once paid will not be refunded nor be held in reserve for any other examination.
14. Please note that all the particulars mentioned in the application including Name of the Candidate, Category, Date of Birth, Address, Email ID, etc. will be considered as final and no modifications will be allowed after submission of the application form. Candidates are hence requested to fill in the application form with the utmost care as no correspondence regarding change of details will be entertained.
15. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only at Thrissur and the Courts / Tribunals / Forums of Kerala shall have sole and exclusive jurisdiction.
16. The recruitment process can be cancelled / suspended / terminated / restrict/enlarged without assigning any reasons. The decision of the managing Director will be final and no appeal will be entertained.
17. KFL reserves the right to reschedule the date of written test, Interview, Venue etc, depending upon the circumstances and the candidates are bound by the same.
18. The candidates are advised to make their own arrangements for stay and cost during the written test/ personal interview.
19. Call Letters will be sent to eligible candidates informing about the Date, Time and Venue of written test/Interview by Post/E-mail id.
20. **Candidates have to bring their Written Examination call letter along with their photo identity proof such as PAN Card/ Passport/ Driving License/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer/ People's Representative along with a photograph / Identity Card issued by a recognized college/university/ Aadhar card with a photograph/ Employee ID in original as well as a photocopy while attending**

the written examination and will have to submit the Written Examination call letter and photocopy of photo-identity proof in the examination hall and original should be submitted to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter and in the Attendance List. **If identity of the candidates in doubt the candidate may not be allowed to appear for the Written Examination.**

Please note that candidates will not be permitted to appear for the Written Examination without the following documents:

- (1) Call Letter for Written Examination**
- (2) Photo-identity proof (as specified) in original and**
- (3) Photocopy of photo-identity proof (as mentioned) above**
 - **Candidates reporting late i.e. after the reporting time specified on the call letter for Written Examination may not be permitted to attend the examination.**

Use of Mobile Phones, pagers, calculator or any such devices:

- **Mobile phones, pagers or any other communication devices are not allowed inside the premises where the examination is being conducted. Any infringement of these instructions shall entail cancellation of candidature and disciplinary action including ban from future examinations.**
- **Candidates are advised in their own interest not to bring any of the banned item including mobile phones, pagers or any other communication devices to the venue of the examination, as arrangement for safekeeping cannot be assured.**
- **Candidates are not permitted to use or have in possession of calculators in examination premises.**

I. FEE

A non-refundable bank demand draft for **Rs.250/-** in favour of the Managing Director, Kerala Feeds Ltd. payable at Irinjalakuda/Chalakydy (SC/ST candidates exempted) is to be enclosed with application by the candidates applying by post.

HOW TO APPLY:

Interested candidates fulfilling the eligibility criteria may **download the prescribed format from website (www.keralafeeds.com)** and send duly filled Post *super scribing the Post applied for on top of the Envelope*. Completed applications with all requirements should reach **The Manager (P&A), Kerala Feeds Ltd. Kallettumkara, Thrissur-680683 / kflcareer@gmail.com** on or before **21.01.2016(5. PM)**

LAST DATE OF APPLICATION: 21.01.2016 before 5.00 PM

APPLICATION FOR THE POST OF

Name :

Address for correspondence* :
(With PIN code)

Permanent address :
(With PIN code)

Father's/Husband's Name :

Date of Birth & Age* :...../.....yrs&.....months

Gender :

Marital Status :

Religion & Caste :
(Reservation category please specify)

Nationality :

Languages Known :

Phone No (Mobile)* :

Email ID* :

Educational Qualification :



KERALA FEEDS LTD. , KALLETTUMKARA, THRISSUR-680 683

| Qualification | Course Completion | | University/ Name of Institution | Percentage of Marks. (aggregate) |
|----------------------|--------------------------|-------------------------|--|---|
| | Year of passing | Month of passing | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

Experience if any :

| Name of Organization | Period | | Designation & Nature of Job | Present/ Last Salary |
|-----------------------------|---------------|-----------|--|-----------------------------|
| | From | To | | |
| | | | | |
| | | | | |

References : Relationship with candidate

- 1.
- 2.

I hereby declare that the above mentioned information is true to my knowledge and belief. In case if any information found faulty in future I will not be eligible to be considered for engagement in the company against this notification.

Place : Signature :

Date : Name :

Note: Please attach self attested copies of certificates to prove your age, qualification, experience etc.

***-mandatory.**