



प्रतिभूति कागज कारखाना, नर्मदापुरम-461005 (म.प्र.)

(भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड की इकाई)

भारत सरकार के पूर्ण स्वामित्वाधीन

मिनीरतन श्रेणी - 1 सीपीएसई एवं आई.एस.ओ. 9001 : 2015, 14001:2015, 45001:2018, 50001:2018 एवं आईईसी 17025:2017 प्रमाणित

SECURITY PAPER MILL, NARMADAPURAM - 461005 (M.P.)

(A Unit of Security Printing & Minting Corporation of India limited)

Wholly Owned by Government of India

Miniratna Category - I CPSE & ISO 9001 : 2015, 14001:2015, 45001:2018, 50001:2018 & IEC 17025:2017 Certified

CIN : U22213DL2006GOI144763, GSTIN : 23AAJCS6111J3ZE



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Advt. No. SPM/HR/2(167)/2022-23/141

Security Paper Mill, Narmadapuram (M.P.) is one of the nine units under the “Security Printing and Minting Corporation of India Limited” (SPMCIL), a schedule "A" Miniratna Category-I, Central Public Sector Enterprise Organization, wholly owned by Government of India, incorporated on 13.01.2006 under the Companies Act, 1956 with the objective of designing, manufacturing/printing security documents, currency and bank notes, non-judicial stamp papers, minting of coins, postage stamps, etc. SPMCIL is under the administrative control of Department of Economic Affairs, Ministry of Finance with its Registered and Corporate Office at Jawahar Vyapar Bhavan, Janpath, New Delhi. It has four Minting Units at Mumbai, Kolkata, Hyderabad and Noida, four Currency/Security Printing Presses at Nashik, Dewas and Hyderabad besides a high quality Paper manufacturing Mill at Narmadapuram.

Security Paper Mill, Narmadapuram (M.P.) invites online applications from eligible and willing candidates for filling up the posts of “**Welfare Officer**” at A-2 level, “**Supervisor (Environment)**” at P-1 level & **Junior Hindi Translator** at A-1 level. Candidates are advised to apply Online between **11.03.2023 to 10.04.2023** only through the SPM website at <http://spmnarmadapuram.spmcil.com> under the page “**Careers**” and open the online application link “**APPLY ONLINE**” for filling the Online Application Form. Candidates are advised to read carefully instructions given in this advertisement. No other means/mode of application will be accepted.

Before applying, candidates should ensure that they fulfill all the eligibility norms as mentioned in the advertisement for the posts. Their admission at all stages of the recruitment process will be purely provisional subject to their satisfying the prescribed eligibility criteria mentioned in this advertisement.

Candidates who do not fulfill age, minimum educational qualification as on **01.01.2023** are not eligible and need not to apply for the post. **Minimum age limit is 18 years as on 01.01.2023.**

A) DETAILS OF VACANCIES & RESERVATION :-

I. Indicative number of vacancies proposed to be filled up is mentioned below:

PROJECTED VACANCIES					RESERVATION STATUS					
S. No./ Post Code	Name of the Post	Level	No. of Posts	Scale of Pay (IDA pattern)	UR	EWS	SC	ST	OBC	TOTAL
1.	Welfare Officer	A-2	01	Rs.29,740-1,03,000/-	01	-	-	-	-	01
2.	Supervisor (Environment)	P-1	01	Rs.27,600-95,910/-	-	-	-	01	-	01
3.	Junior Hindi Translator	A-1	01		01	-	-	-	-	01
TOTAL										03

The above indicated vacancies are tentative and may increase/decrease as per the need/requirement of Company. The recruitment process for the posts or any particular post(s) can be cancelled/suspended/terminated without assigning any reasons. The decision of the Management will be final and no appeal will be entertained.

B) ABBREVIATIONS :

UR-Un-Reserved	SC-Scheduled Caste	ST- Scheduled Tribe
OBC- Other Backward Class	EWS-Economically Weaker Sections	PwBD- Persons with Benchmark Disability

C) ELIGIBILITY CRITERIA :-

S.No./ Post Code	Name of the Post	Requisite Qualification	Minimum & Maximum Age limit as on 01.01.2023
1.	Welfare Officer	(a) Possesses a full time degree of a University recognized by the State Government in this behalf (b) Has obtained a full time Degree or full time Diploma in Social Science from any institution recognized by the State Government in this behalf; and (c) Has adequate knowledge of Hindi as also of the language spoken by the majority or the workers in the factory to which he is to be attached	18 to 30 years
2.	Supervisor (Environment)	1 st Class full time diploma in Environmental engineering. Higher qualification i.e. 1 st class B.Tech./B.E./B.sc.(Engg.) in Environment will also be considered.	18 to 30 years
3.	Junior Hindi Translator	Master's Degree from a recognized University in Hindi or English with English/Hindi subject at Graduation level (i.e. Hindi in case the Candidate is Post-graduate in English and vice versa) AND One year experience in translation from Hindi to English and vice versa. <u>DESIRABLE :</u> i. Knowledge of Sanskrit and/or any other modern Indian language. ii. Proficiency in working on computers in Hindi language.	18 to 30 years

- Application is to be submitted by a candidate only once and against only one of the posts, which means that a candidate can apply for any one post only. Candidates are advised to apply for the post most suitable to his/her qualification and experience etc.
- The selected candidates will be initially posted to Security Paper Mill, Narmadapuram. However, they are liable for transfer to any of the unit of SPMCIL as per requirement of the organization.

D) IMPORTANT DATES:-

Opening date of website link for online registration and payment of fees in online mode	11.03.2023
Closing date of online registration and payment of fees	10.04.2023 (up to 23:59 Hours)
Tentative date of written examination which will be conducted "Online" at selected centers.	May/June 2023