

**Madras Fertilizers Limited**  
**(A Government of India Undertaking)**  
**Post Bag No.2, Manali, Chennai - 600 068**  
**Phone No.044-25945214 / 25945225 / 25945221 / 25945210**  
**Recruitment Notification No.MFL-P&A/001-2026 dated 18.03.2026**

Madras Fertilizers Limited (MFL) is a Central Public Sector Undertaking under the administrative control of Department of Fertilizers, Ministry of Chemicals and Fertilizers, Government of India and is located at Manali, Chennai, Tamil Nadu. MFL is engaged in the manufacture of Ammonia, Urea, Complex Fertilizers and Bio-fertilizers. MFL's activities include marketing of these fertilizers and trading in Organic Fertilizers and Agro Chemicals in accordance with the corporate objectives. MFL is looking to onboard dedicated and motivated professionals for regular positions in **SUPERVISORY** cadre as tabled below:

**1.0 Posts, Reservation and Specifications**

The posts, Grade, Pay Scale, Number of vacancies & Reservation, Minimum essential educational qualifications, experience and maximum age prescribed for each post are given below: **Cut-off date for determining Age, Qualification and other eligibility criteria shall be 05.04.2026**

Post Code	Post	Grade	Pay Scale	No. of vacancies and Reservation	Post reserved within the vacancies and identified as suitable for PwBD	Minimum Educational Qualification (Full Time)	Experience required	Post qualification executive experience, required area of experience and emoluments	Max. age
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1	Deputy General Manager - Personnel & Administration	E7	100000-3%-260000	1 UR-1	--	Full time MBA with specialization in HRM  OR Two years PG Degree in Personnel Management /	21 years	a) <u>For candidates employed in CPSUs:</u> Out of 21 years, 2 years should be in not less than IDA 2017 Scale of Rs.80000-3%-220000 or equivalent ;  b) <u>For other candidates:</u> 21 years' experience with total emoluments of not less than Rs.16 lakhs per annum.  <b>Required area of experience:</b> Handling employee related matters viz., development and well-being of employees, grievances,	52

						Industrial Relations/ Labour Management OR Two years PG Diploma in Personnel Management		recruitment, promotion, separation, disciplinary matters etc.	
2	Deputy General Manager- Finance & Accounts	E7	100000-3%-260000	<u>1</u> UR-1	--	CA/CMA qualified from the Institute of Chartered Accountants of India / Institute of Cost Accountants of India	21 years	a) <u>For candidates employed in CPSUs:</u> Out of 21 years, 2 years should be in not less than IDA 2017 Scale of Rs.80000-3%-220000 or equivalent ; b) <u>For other candidates:</u> 21 years' experience with total emoluments of not less than Rs.16 lakhs per annum.  <b>Required area of experience:</b> Experience in the area of Accounts / Finance / Costing / Budgeting / Taxation / Audit and Management Reporting.	52
3	Chief Manager - Production	E6	90000-3%-240000	<u>2</u> OBC(NCL)-1 UR-1	--	4 years Full time B.E / B.Tech / B.Sc-Engineering in Chemical Engineering	18 years	a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ; b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14 lakhs per annum.  <b>Required area of experience:</b> Plant operations in any large Fertilizers / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	50
4	Chief Manager - Maintenance	E6	90000-3%-240000	<u>1</u> UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc- Engineering in Mechanical Engineering	18 years	a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ; b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14	50

								lakhs per annum.	
								<p><b>Required area of experience:</b> Experience in Maintenance of various equipment such as major compressor, pumps, fans, blowers and static equipment etc. in large Fertilizer /Chemical /Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	
5	Chief Manager - Technical - Services (Process)	E6	90000-3%-240000	1 UR-1	OA,OL, BL,Dw, AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Chemical Engineering	18 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14 lakhs per annum.</p> <p><b>Required area of experience:</b> Process Engineering / Technical Services / Process Safety / Project Management in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	50
6	Chief Manager - Materials Management	E6	90000-3%-240000	1 UR-1	OA,OL, BL,HHH	4 years full time B.E / B.Tech / B.Sc- Engineering in Mechanical / Electrical / Instrumentation Engineering	18 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14 lakhs per annum.</p> <p><b>Required area of experience:</b> Purchase/ materials management functions in any large Industrial establishment.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp;</p>	50

								Urea Complex).	
7	Chief Manager - Finance & Accounts	E6	90000- 3%- 240000	1 <u>UR-1</u>	B,LV, HHH, OA,OL	CA/CMA qualified from the Institute of Chartered Accountants of India / Institute of Cost Accountants of India	18 years	a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ; b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14 lakhs per annum.  <b>Required area of experience:</b> Accounts / Finance / Costing / Budgeting / Taxation / Audit and Management Reporting.	50
8	Chief Manager - Personnel	E6	90000- 3%- 240000	1 <u>UR-1</u>	LV,HHH, OA,OL	Full time <u>MBA with</u> specialization in HRM  OR  Two years PG Degree in Personnel Management / Industrial Relations/ Labour Management  OR  Two years PG Diploma in Personnel Management	18 years	a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ; b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14 lakhs per annum.  <b>Required area of experience:</b> Handling employee related matters viz., development and well-being of employees, grievances, recruitment, promotion, Separation, disciplinary matters etc.	50

9	Chief Manager - Legal & Administration	E6	90000- 3%- 240000	1 UR-1	LV,HHH, OA,OL	Full Time degree in Law  and  MBA with specialization in HRM  OR  Two years PG Degree in Personnel Management / Industrial Relations / Labour Management  OR  Two years PG Diploma in Personnel Management	18 years	a) <u>For candidates employed in CPSUs:</u> Out of 18 years, 2 years should be in not less than IDA 2017 Scale of Rs.70000-3%-200000 or equivalent ; b) <u>For other candidates:</u> 18 years' experience with total emoluments of not less than Rs.14 lakhs per annum.  <b>Required area of experience:</b> Handling Legal cases in Courts including Civil, Taxation, Service, Tribunal, Contract Law, Administrative Law, Environment Law, Company Law, etc., Arbitrations, Dealer cases, Lease agreements and other legal activities independently.	50
10	Manager - Production	E5	80000- 3%- 220000	2 OBC(NCL)-1 UR-1	--	4 years Full time B.E / B.Tech / B.Sc-Engineering in Chemical Engineering	15 years	a) <u>For candidates employed in CPSUs:</u> Out of 15 years, 2 years should be in not less than IDA 2017 Scale of Rs.60000-3%-180000 or equivalent ; b) <u>For other candidates:</u> 15 years' experience with total emoluments of not less than Rs.12 lakhs per annum.  <b>Required area of experience:</b> Plant operations in any large Fertilizers / Chemical / Petrochemical / Refinery Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia, Urea & Complex).	45

11	Manager - Maintenance (Instrumentation)	E5	80000-3%-220000	1 UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc- Engineering in Instrumentation Engineering	15 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 15 years, 2 years should be in not less than IDA 2017 Scale of Rs.60000-3%-180000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 15 years' experience with total emoluments of not less than Rs.12 lakhs per annum.</p> <p><b>Required area of experience:</b> Maintenance of DCS/PLC functions in servicing/ handling of field instruments, proficiency in integrating various process systems and technologies to work together seamlessly in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	45
12	Manager - Maintenance (Mechanical)	E5	80000-3%-220000	1 UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc- Engineering in Mechanical Engineering	15 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 15 years, 2 years should be in not less than IDA 2017 Scale of Rs.60000-3%-180000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 15 years' experience with total emoluments of not less than Rs.12 lakhs per annum.</p> <p><b>Required area of experience:</b> Experience in Maintenance of various equipment such as major compressor, pumps, fans, blowers and static equipment etc. in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	45
13	Manager - Materials Management	E5	80000-3%-220000	1 UR-1	OA,OL, BL,HHH (Reserved for HH)	4 years full time B.E / B.Tech / B.Sc-Engineering in Mechanical/ Electrical/ Instrumentation	15 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 15 years, 2 years should be in not less than IDA 2017 Scale of Rs.60000-3%-180000 or equivalent;</p> <p>b) <u>For other candidates:</u> 15 years' experience with total emoluments of not less than Rs.12</p>	45

						Engineering		lakhs per annum.	
								<p><b>Required area of experience:</b> Purchase / Materials Management functions in any large Industrial establishment.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	
14	Manager - Finance & Accounts	E5	80000-3%-220000	1 UR-1	B,LV, HHH,OA, OL	CA/CMA qualified from the Institute of Chartered Accountants of India / Institute of Cost Accountants of India	15 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 15 years, 2 years should be in not less than IDA 2017 Scale of Rs.60000-3%-180000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 15 years' experience with total emoluments of not less than Rs.12 lakhs per annum.</p> <p><b>Required area of experience:</b> Accounting, Costing, Budgeting, Taxation, Audit and Management Reporting etc.</p>	45
15	Additional Manager - Maintenance (Electrical)	E4	70000-3%-200000	1 UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc-Engineering in Electrical Engineering	12 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 12 years, 2 years should be in not less than IDA 2017 Scale of Rs.50000-3%-160000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 12 years' experience with total emoluments of not less than Rs.10 lakhs per annum.</p> <p><b>Required area of experience:</b> Operation and maintenance of Electrical system, HT / LT Transformers, DG Sets, UPS, HT / LT load centres, servicing of HT / LT motors, well-equipped to tackle challenges related to circuit design, signal processing and system integration in large Fertilizer / Chemical/ Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	40

16	Additional Manager- Inspection	E4	70000-3%-200000	1 UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc-Engineering in Mechanical Engineering	12 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 12 years, 2 years should be in not less than IDA 2017 Scale of Rs.50000-3%-160000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 12 years' experience with total emoluments of not less than Rs.10 lakhs per annum.</p> <p><b>Required area of experience:</b> Corrosion monitoring, vibration monitoring, NDT inspection, etc. in large Fertilizer / Chemical/ Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	40
17	Additional Manager- Technical Services (Process)	E4	70000-3%-200000	1 UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc-Engineering in Chemical Engineering	12 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 12 years, 2 years should be in not less than IDA 2017 Scale of Rs.50000-3%-160000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 12 years' experience with total emoluments of not less than Rs.10 lakhs per annum.</p> <p><b>Required area of experience:</b> Process Engineering / Technical Services / Process Safety / Project Management in large Fertilizer / Chemical/ Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	40
18	Deputy Manager - Production	E3	60000-3%-180000	6 OBC(NCL)-1 UR-5	--	4 years full time B.E / B.Tech / B.Sc- Engineering in Chemical Engineering	9 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.</p> <p><b>Required area of experience:</b> Plant operations in any large Fertilizers / Chemical /</p>	37

								Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	
19	Deputy Manager - Maintenance (Mechanical)	E3	60000-3%-180000	6 SC-1 OBC(NCL)-1 UR-4	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Mechanical Engineering	9 years	a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent ; b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.  <b>Required area of experience:</b> Maintenance of various equipment such as major compressor, pumps, fans, blowers and static equipment etc. in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	37
20	Deputy Manager - Maintenance (Electrical)	E3	60000-3%-180000	3 UR-3	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Electrical Engineering	9 years	a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent ; b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.  <b>Required area of experience:</b> Operation and maintenance of Electrical system, HT / LT Transformers, DG sets, UPS, HT / LT load centres, servicing of HT / LT motors, well-equipped to tackle challenges related to circuit design, signal processing and system integration in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	37

21	Deputy Manager - Maintenance (Instrumentation)	E3	60000-3%-180000	2 UR-2	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Instrumentation Engineering	9 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.</p> <p><b>Required area of experience:</b> Maintenance in DCS/PLC functions in servicing / handling of field instruments, proficiency in integrating various process systems and technologies to work together seamlessly in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	37
22	Deputy Manager - Technical Services (Engineering)	E3	60000-3%-180000	1 UR-1	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Mechanical Engineering	9 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent ;</p> <p>b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.</p> <p><b>Required area of experience:</b> Engineering Services / Technical Services / Project Management in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.</p> <p>Preference will be given to candidates having experience in Fertilizer Sector (Ammonia &amp; Urea Complex).</p>	37
23	Deputy Manager - MIS	E3	60000-3%-180000	1 UR-1	B,LV, HHH,OA, OL,CP	4 years full time B.E / B.Tech in CS/IT/ECE and SAP Global Certification (for Materials Management, Sales, Finance)	9 years	<p>a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent;</p> <p>b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.</p>	37

								<b>Required area of experience:</b> SAP Basis modules, SAP ABAP back end developer, SAP S4 Hana Cloud (private edition), SAP Fiori.	
24	Deputy Manager (Finance & Accounts)	E3	60000-3%-180000	<u>1</u> UR-1	B,LV,HHH , OA,OL (Reserved for VH)	CA/CMA qualified from the Institute of Chartered Accountants of India / Institute of Cost Accountants of India	9 years	a) <u>For candidates employed in CPSUs:</u> Out of 9 years, 2 years should be in not less than IDA 2017 Scale of Rs.40000-3%-140000 or equivalent ; b) <u>For other candidates:</u> 9 years' experience with total emoluments of not less than Rs.8 lakhs per annum.  <b>Required area of experience:</b> Accounting, Costing, Budgeting, Taxation, Audit and Management Reporting etc.	37
25	Assistant Manager-Maintenance (Mechanical)	E2	50000-3%-160000	<u>2</u> UR-2	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Mechanical Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Maintenance of various equipment such as major compressor, pumps, fans, blowers and static equipment etc. in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	33
26	Assistant Manager-Maintenance (Electrical)	E2	50000-3%-160000	<u>1</u> UR-1	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc- Engineering in Electrical Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Operation and maintenance of Electrical system, HT / LT Transformers, DG sets, UPS, HT / LT load centres, servicing of HT / LT motors, well-equipped to tackle challenges related to circuit design, signal processing and system integration in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	33

27	Assistant Manager-Maintenance (Instrumentation)	E2	50000-3%-160000	<u>1</u> UR-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc- Engineering in Instrumentation Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Maintenance in DCS/PLC functions in servicing / handling of field instruments, proficiency in integrating various process systems and technologies to work together seamlessly in large Fertilizers / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	33
28	Assistant Manager-Technical Services (Process)	E2	50000-3%-160000	<u>1</u> UR-1	--	4 years full time B.E / B.Tech / B.Sc-Engineering in Chemical Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Process Engineering / Technical Services / Process Safety/Project Management in large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	33
29	Assistant Manager-Technical Services (Engineering)	E2	50000-3%-160000	<u>2</u> UR-2	OA,OL	4 years full time B.E / B.Tech / B.Sc-Engineering in Mechanical Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Engineering Services /Technical Services /Project Management in large Fertilizer / Chemical/ Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	33
30	Assistant Manager-Inspection	E2	50000-3%-160000	<u>1</u> UR-1	OA,OL, Dw,AAV	4 years full time B.E / B.Tech / B.Sc-Engineering in Mechanical Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Corrosion monitoring, vibration monitoring, NDT inspection, etc. in large Fertilizer / Chemical/	33

								Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	
31	Assistant Manager- Materials Management	E2	50000-3%-160000	1 UR-1	OA,OL, BL,HHH (Reserved for HH)	4 years full time B.E / B.Tech / B.Sc-Engineering in Mechanical / Electrical / Instrumentation Engineering	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Purchase / materials management functions in any Industry.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	33
32	Assistant Manager- Finance & Accounts	E2	50000-3%-160000	3 UR-3	B,LV,HH, OA,OL (1 reserved for HH)	CA/CMA qualified from the Institute of Chartered Accountants of India/Institute of Cost Accountants of India	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Accounting, Costing, Budgeting, Taxation, Audit and Management Reporting etc.	33
33	Assistant Manager - Welfare	E2	50000-3%-160000	1 UR-1	OA,OL (Reserved for OH)	Full time two years Post Graduate Degree in (Labour Management / Social work/ Personnel Management / Social Science) recognized by Government of Tamil Nadu under Tamil Nadu Factories (Welfare Officer) Rules, 1953 with Knowledge of Tamil and English.	5 years	5 years' experience with total emoluments of not less than Rs.6 lakhs per annum.  <b>Required area of experience:</b> Should have worked as Welfare Officer in a Factory having not less than 200 employees.	33

34	Senior Production Engineer	E1	40000-3%-160000	9 SC-1 OBC(NCL)-3 EWS-1 UR-4	--	4 years full time B.E / B.Tech / B.Sc-Engineering in Chemical Engineering  Candidates who have passed the Degree within the prescribed duration of the Course are only eligible to apply.	2 years	Minimum 2 years' experience.  <b>Required area of experience:</b> Plant operations in any large Fertilizers / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	26
35	Senior Process Engineer	E1	40000-3%-140000	2 OBC(NCL)-1 UR-1	OA,OL (1 Reserved for OH)	4 years full time B.E / B.Tech / B.Sc- Engineering in Chemical Engineering  Candidates who have passed the Degree within the prescribed duration of the Course are only eligible to apply.	2 years	Minimum 2 years' experience.  <b>Required area of experience:</b> Process engineering / Technical Services / Project Management in any large Fertilizer / Chemical / Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	26
36	Senior Inspection Engineer	E1	40000-3%-140000	2 SC-1 OBC(NCL)-1	OA,OL, Dw,AAV	4 years Full time B.E / B.Tech / B.Sc - Engineering in Mechanical Engineering  Candidates who have passed the Degree within the prescribed duration of the Course are only eligible to apply.	2 years	Minimum 2 years' experience.  <b>Required area of experience:</b> Corrosion monitoring, vibration monitoring, NDT inspection, etc. in large Fertilizer / Chemical/ Petrochemical / Refinery / Process Industries.  Preference will be given to candidates having experience in Fertilizer Sector (Ammonia & Urea Complex).	26

37	Senior Officer (Finance & Accounts)	E1	40000-3%-140000	1 EWS-1	B,LV,HHH, OA,OL	CA/CMA qualified from the Institute of Chartered Accountants of India / Institute of Cost Accountants of India	2 years	Minimum 2 years' experience.  <b>Required area of experience:</b> In the area of Accounts / Finance / Costing / Budgeting / Taxation / Audit and Management Reporting, preferably in Public Sector organisation / Central Government / State Government / large private sector organisations of repute.	26
38	Senior Officer (Secretariat)	E1	40000-3%-140000	1 UR-1	OA,OL,BL (Reserved for VH)	Qualified member of ACS from the Institute of Company Secretaries of India (ICSI) with Graduation.	2 years	Minimum 2 years' experience.  <b>Required area of experience:</b> In Secretarial Department in any Company.  Preference will be given to those having experience in listed company.	26
39	Senior Officer - Legal	E1	40000-3%-140000	1 UR-1	OA,OL	3 years full time Degree in Law (LLB / BL)  or  5 year full time integrated degree in law (LLB)  Candidates who have passed the Degree within the prescribed duration of the Course are only eligible to apply.	2 years	Minimum 2 years' experience.  <b>Required area of experience:</b> In handling Company related Legal Cases especially service matters.	26

Note: (1) Candidates employed in other than PSUs shall submit **ANY ONE** of the following documentary evidence in proof of annual emoluments

- (i) Detailed certificate issued by the employer showing the break-up of emoluments (Basic + DA + HRA + regular allowances)
- (ii) Form-16 (Gross salary shown in the Form 16 will be taken as annual emoluments)
- (iii) Latest 3 months' Pay Slip

(2) **For other Candidates [Column (I) of Table 1.0]** : Refers to candidates employed in Government, State Public Sector Undertakings, Private / Fixed Term Employment (FTE) and on contract basis employed in CPSUs / Government, State Public Sector Undertaking.

**Abbreviations used:**

Unreserved	UR
Scheduled Caste	SC
Scheduled Tribe	ST
Other Backward Community (Non-Creamy Layer)	OBC(NCL)
Economically Weaker Sections	EWS
Ex-servicemen	ESM
One Arm	OA
Dwarfism	DW
Both Legs	BL
Person with Benchmark Disability (40% disability & above)	PwBD
Deaf and hard of hearing	HH
Locomotor disability - Orthopedically handicapped	OH
Blind	B

Blindness and Low vision	VH
Hard of Hearing	HHH
One Leg	OL
Cerebral Palsy	CP
Acid Attack Victims	AAV
Low Vision	LV
Cumulative Grade Point Average	CGPA
Grade Point Index	GPI
Semester Grade Point Average	SGPA
Degree Grade Point Average	DGPA
Overall Grade Point Average	OGPA
Cumulative Performance Index	CPI

**Terms and Conditions of recruitment:**

- 1.1 The number of vacancies is tentative and MFL reserves the right to cancel / restrict / enlarge / modify / alter the requirements notified, if need so arises, without any further notice or assigning any reason thereof. MFL also reserves the right to fill / not to fill all or any of the above vacancies notified. MFL also reserves the right to raise the minimum eligibility standards and to fill / not to fill all or any of the above positions.
- 1.2 PwBD reservation is applied on horizontal inter-locking basis in either of UR/SC/ST/OBC (NCL)/ EWS vacancies as per Government of India guidelines. The PwBD categories identified for above posts are as per Gazette Notification dated 7.1.2021 issued by Ministry of Social Justice and Empowerment [Department of Empowerment of Persons with Disabilities (Divyangjan)], Government of India. PwBD candidates with disabilities as mentioned in 1.0 above only need apply and they should be capable of performing the task attached to the post.
- 1.3 All posts notified above are on all India basis.
- 2.0 Age**
- 2.1 The minimum age limit for all candidates shall be 18 years and the maximum age as indicated in the table under 1.0 for posts categorized as UR. The Maximum age relaxable for SC/ST, OBC (NCL) and PwBD is as under:

Category	Relaxation in Upper Age Limit
SC/ ST	5 Years
OBC (Non-Creamy Layer)	3 Years
PwBD	10 Years for General, 13 years for OBC & 15 years for SC/ST

- 2.2 Candidates belonging to SC/ST, OBC (NCL) can apply for posts not reserved for them, provided they meet all eligibility criteria for such posts. In such cases, no relaxation in age or other standards shall be applicable. Candidates availing any relaxation in qualifying marks for shortlisting for the interview will be considered only against reserved positions within their category.
- 2.3 PwBD candidates will be considered for posts not reserved for PwBD, provided the posts are identified as suitable for PwBD. Age relaxation of 10 years shall be applicable in such cases also.
- 2.4 Relaxation in age limit is applicable to ESM as prescribed by Government of India i.e. ESM candidates shall be allowed to deduct the period of such service from their actual age and if the resultant age does not exceed by more than three years of the maximum age limit prescribed for the post for which a candidate seeks appointment, he/she be deemed to satisfy the condition regarding age limit.
- 2.5 Even after applying all applicable relaxations, the candidate's maximum age shall not exceed 55 years.
- 2.6 Birth Certificate or SSC / SSLC / Matriculation / X Std Certificates / Passport shall be the acceptable documents in support of proof of age.
- 2.7 The employees of the Company, who are otherwise eligible and wish to be considered against this notification, can apply through online portal submitting all the required documents including approval of the respective Group Head. The applications of such employees will be considered on an equal footing along with the external candidates except age limit. All the internal employees will be given age relaxation of five years irrespective of the category of the employee.

### 3.0 Qualification

- 3.1 All the essential qualifications must be full time and be recognized from All India Council for Technical Education (AICTE) / University Grants Commission (UGC) / State Technical Board / AIU (Association of Indian Universities) / equivalent regulatory body for Post Codes in the following Disciplines, except for post codes 2, 7, 14, 24, 32, 37 & 38:

Sl.No.	Engineering Qualification	Eligible Engineering Disciplines
1	Chemical Engineering	a) Chemical Engineering
2	Mechanical Engineering	a) Mechanical Engineering b) Mechanical & Automation Engineering c) Mechanical & Production Engineering d) Mechanical & Industrial Engineering
3	Electrical Engineering	a) Electrical b) Electrical and Electronics c) Electrical and Electronics (Power System) d) Electrical and Power e) Electrical Power Engineering f) Electrical, Electronics and Power Engineering
4	Instrumentation Engineering	a) Instrumentation Engineering

		b) Instrumentation and Control c) Instrumentation and Electronics d) Electronics and Instrumentation e) Electronics Instrumentation and Control f) Electronics Instrument and Control g) Applied Electronics and Instrumentation h) Power Electronics and Instrumentation
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- 3.2 Candidates who have passed M.E / M.Tech as part of **Integrated Course or Dual Degree** course of B.E / B.Tech program are eligible to apply, provided they have completed B.E / B.Tech in one of the disciplines mentioned above (clause 3.1). Such candidates must have both B.E / B.Tech and M.E / M. Tech final mark sheet and degrees certificate.
- (a) Dual degree (awarded two separate degrees i.e. B.E /B.Tech and M.E /M.Tech) - percentage of marks / CGPA/GPI/SGPA/DGPA/OGPA/CPI in B.E / B.Tech only will be considered.
- (b) Integrated degree (single degree is awarded i.e. M.E/M.Tech at the end of integrated M.E / M.Tech program) - the percentage of marks / CGPA/GPI/SGPA/DGPA/OGPA/CPI obtained by the candidates in overall M.E / M.Tech program will be considered.
- 3.3 For post codes 2, 7, 14, 24, 32, 37 & 38, CA / CMA / CS professional qualifications should be recognized by ICAI (Institute of Chartered Accountants of India) / ICSI (Institute of Company Secretaries of India) / ICMAI (Institute of Cost Accountants of India).
- 3.4 For post codes 34, 35 & 36, candidates who have passed the Engineering - Regular / Dual / Integrated course strictly within the prescribed duration of the course are only eligible to apply.
- 3.5 Candidates with the degrees acquired from foreign universities should produce AIU equivalency certificate.
- 3.6 Qualification acquired through part time / correspondence / distance / private study / off campus will not be considered except for post codes 2, 7, 14, 24, 32, 37 & 38.
- 3.7 Wherever Post Graduation is specified as prescribed qualification, their Graduation should also be a full time regular course.
- For all the posts, except for post codes 2, 7, 14, 24, 32, 37 & 38, the minimum percentage of marks in qualifying educational qualification shall be 65% marks (or equivalent CGPA/GPI/SGPA/DGPA/OGPA/CPI), relaxable to 55% (or equivalent CGPA/GPI/SGPA/DGPA/OGPA/CPI) in respect of reserved vacancies for SC, ST and PwBD candidates. For post codes 2, 7, 14, 24, 32, 37 & 38, CA / CMA / CS professional qualification will be treated as meeting the minimum marks requirement.
- 3.8 Candidates should submit documentary proof of the final results, along with mark list of all the semesters / years of the course, on demand by MFL / at the time of document verification / Interview, failing which their candidature will not be considered for further selection process. No extension of time will be granted.

3.9 Wherever CGPA/GPI/SGPA/DGPA/OGPA/CPI etc. or letter grade is awarded for the prescribed essential qualification, equivalent percentage of marks should be indicated in the application as per conversion norms adopted by the concerned University/Institute. Candidates having CGPA/GPI/SGPA/DGPA/OGPA/CPI or letter grade shall invariably produce a copy of the conversion norms of the University/Institute from which qualification has been acquired, at the time of document verification / when called for. In cases where the University/Institute does not prescribe any conversion norms, a certificate to that effect shall be produced from the University/Institute.

In case, the candidate is not able to produce the documentary proof / certificate to this effect from the Institute / University in support of the percentage marks furnished at the time of interview, MFL shall be at liberty to arrive at equivalent percentage of marks as per the details mentioned in the table:

Percentage of marks in the qualifying examination	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 10 point scale	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 9 point scale	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 8 point scale	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 7 point scale	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 6 point scale	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 5 point scale	CGPA/GPI/SGPA/DGPA/OGPA/CPI on 4 point scale
65%	7	6	5.3	4.6	4	3.3	2.5
55%	5.9	4.9	4.4	3.8	3.3	2.7	2.0

#### 4.0 Experience

- 4.1 Only relevant post-qualification experience including training period will be considered.
- 4.2 Experience certificate indicating the date of joining, scales of pay and period of experience should be submitted. The candidates should provide supporting documents, failing which their candidature will be cancelled. In the absence of experience certificate, candidates should submit proof of work experience to the satisfaction of MFL, which includes copy of Appointment / Offer letter issued by the Company, date of joining, latest pay slip etc.
- 4.3 Ex-Servicemen should submit equivalency / trade certificate with prescribed experience in the relevant field issued by the Armed Forces which will be treated as post qualification experience.
- 4.4 Experience in specified industries will be considered only if it aligns to the relevant post requirement. Final suitability will be determined by MFL.

#### 5.0 Emoluments

- 5.1 The Scales of pay applicable for each post is notified in Table 1.0.
- 5.2 The pay of a newly recruited employee shall be fixed at the minimum of the pay scale applicable to that post. In addition to the Basic Pay, the candidates will be eligible for Industrial Dearness Allowance (IDA) as applicable (presently 53.4% of basic pay), House Rent Allowance (HRA), Cafeteria (presently 33% of basic pay) and other benefits like medical reimbursement, uniform, Accident Insurance coverage, Performance Related Pay (PRP) Gratuity, PF, Superannuation etc. as per rules in force and as amended from time to time.
- 5.3 For all the above posts, protection of pay to the extent of Basic pay + DA as on the date of offer of appointment will be considered for candidates working on permanent rolls in Central Public Sector Enterprises (CPSEs). Any subsequent revisions in the previous CPSE, whether with or without retrospective effect, shall not be considered for pay protection, at a later stage.
- 5.4 All candidates appointed directly in the scale of pay will be on probation for a period of six months from the date of joining.

## **6.0 Reservation & Relaxations**

### **6.1 General**

- Reservation of vacancies for candidates from OBC(NCL)/SC/ST/EWS/PwBD categories will be as per directives of Government of India (GOI).
- Candidates belonging to OBC (NCL)/SC/ST/EWS/PwBD categories should have valid certificate in support of their claim of belonging to such category, to be eligible for claiming reservation under the respective category. The Caste / Community / Income and Assets certificate shall be issued by the Competent Authority.
- Once the Category has been declared in the application, change of category, relaxations/concessions applicable for any other category will not be admissible at any stage.
- Candidates shortlisted under reserved categories after the interview, must submit their Caste / Community / Ex-Servicemen / Income and Assets certificate in original as per the formats prescribed by the Central Government, at the time of document verification or whenever called for, and in any case before joining, failing which their candidature is liable to be rejected.

### **6.2 For availing the benefits of reservation under SC / ST category:**

- Name of Caste / Tribe to which candidate belongs must appear in the Central List of SC and ST of respective State as notified respectively by Ministry of Social Justice and Empowerment, Govt. of India(<https://socialjustice.gov.in/>) and Ministry of Tribal Affairs, Govt. of India. (<https://tribal.nic.in>).
- The Caste / Tribe certificate must contain date of issue along with certificate number and the name of the Caste / Tribe. The name of the Caste/Tribe mentioned in the certificate should be spelled exactly in the same manner as appearing in the central list of SC/ST for the respective State.
- SC/ST candidates belonging to the State of Maharashtra must have valid Caste Validity certificate issued in his/her name issued by Government of Maharashtra.

### **6.3 For availing the benefits of reservation under OBC (NCL) category:**

- Candidates should produce OBC (NCL) certificate issued by the Competent Authority in the latest prescribed format applicable for purpose of reservation in appointment to posts under Government of India/Central Government Public Sector Undertaking as mentioned in Department of Personnel & Training, Govt. of India, OM No. 36012/22/93-Estt. (SCT) dated 08.09.1993 & OM No.36033/1/2013-Estt.(Res.) dated 13.09.2017 and other guidelines issued from time to time.
- Name of Caste to which candidate belongs must appear in the Central List of Other Backward Classes of respective State as notified by Ministry of Social Justice and Empowerment, Govt. of India(<https://www.ncbc.nic.in>) for appointment to posts under Government of India/Central Government Public Sector Undertaking.
- The certificate must contain date of issue along with certificate number and the name of the caste. The name of the caste mentioned in the certificate should be spelled exactly in the same manner as appearing in the central list of OBCs for the respective State.

- The OBC category candidates who belong to “CREAMY LAYER” are not entitled for OBC (NCL) concession/reservation and such candidates shall have to apply as “General” category candidate.
- The OBC (NCL) certificate should have been issued on or after 01.04.2025 by the Competent Authority.
- OBC (NCL) candidates belonging to the State of Maharashtra must have valid Caste Validity certificate issued in his/her name issued by Government of Maharashtra.
- Further the OBC (NCL) candidates will have to give a self-undertaking, at the time of Personal Interviews (if shortlisted), in terms of DOPT memo No. 36012/22/93-Extt. (SCT) dated 08.09.1993, indicating that they belong to OBC (Non-Creamy Layer).

**6.4. For availing the benefits of reservation under EWS category:**

- The Income and Asset Certificate shall be valid for the financial year 2025 - 26 and shall be prepared on the basis of income and assets verification for the financial year 2024-25.
- Name of the caste should be clearly mentioned in the aforesaid certificate. Caste name like “General / Samanya” etc. will not suffice.
- Candidates should be able to produce EWS certificate issued by the Competent Authority in the latest prescribed format applicable for the purpose of reservation in appointment to posts under Government of India / Central Government Public Sector Undertaking. The prescribed format and the Competent Authority have been detailed in Department of Personnel & Training, Govt. of India, OM No. 36039/1/2019- Estt (Res) dated 31/01/2019.
- The EWS certificate should have been issued on or after 01.04.2025 by the Competent Authority.
- Prescribed reservation for PwBD will be applied on horizontal basis as per Govt. Guidelines.
- In case it is found at any stage of recruitment process or any time after recruitment, that the candidate has obtained reservation benefits by submitting false/ incorrect certificate/ information; the candidature of such candidates will be cancelled, and services terminated immediately.

**6.5 For availing the benefit of reservation under PwBD category:**

- The candidate should meet the following criteria to claim relaxation and reservation under PwBD category:
  - a. Nature of Disability - Permanent
  - b. Degree of Disability - Minimum 40%
- Candidates should be able to produce PwBD certificate issued by the Competent Authority in the latest prescribed format as per form V/VI/VII (Rule 18(1) of Rights of Persons with disabilities Rules, 2017) applicable to relevant category of disability for purpose of reservation in appointment to posts under Government of India/Central Government Public Sector Undertaking.
- Candidates must also produce Unique Disability ID (UDID) card issued by the Competent Authority.

6.6 ESM candidates shall submit their Discharge Certificate/Book/Pension Payment Order from the Armed Forces. Candidates claiming equivalency of qualification should produce the endorsement in the Discharge Certificate or certificate of equivalency from the same authority. Those ESM candidates having qualification endorsed in their Discharge Certificate/Book should have working experience in the relevant discipline in the Armed Forces, wherever experience is prescribed.

#### **7.0 Application fee:**

7.1 Rs.500/- plus applicable GST. Transaction fee, if any, should be borne by the candidate.

SC/ST/PwBD/ESM/confirmed employees of MFL are exempted from application fee, subject to furnishing documents towards proof of eligibility for exemption along with the application. Candidates belonging to released Emergency Commissioned Officers/Short Service Commissioned Officers are also exempted.

7.2 If a candidate who avails exemption from payment of application fee is later found to be ineligible for such exemption, his/her application will be treated as one where no application fee has been remitted, and his/her eligibility will be decided accordingly. Therefore, candidates must verify their eligibility before availing the exemption.

7.3 Candidates shall ascertain their eligibility before applying for any post and remitting the application fee. Fee once remitted will not be refunded in any circumstances.

#### **8.0 Method of Selection:**

8.1 Candidates will be screened based on relevant experience and selection will be based on either virtual and/or personal Interview(s) to be held at Chennai. MFL reserves the right to call all the candidates for the interview or to shortlist the candidates for interview, depending on the number of applications received.

8.2 Merely meeting the qualification and eligibility requirements as indicated in the recruitment notification will not entail a right to a candidate for being called for interview/shortlisting for further selection process. No correspondence will be entertained in this regard.

8.3 The decision of MFL about the mode of selection, number of vacancies, eligibility criteria, relevancy of experience, shortlisting of candidates etc. shall be final and binding. No correspondence will be entertained in this regard. In all kinds of selection processes, regardless of the marks obtained, the interview/selection committee reserves the right to deem a candidate unsuitable by recording specific reasons.

8.4 Call letter for Interview and ID proof: Call letter for interview will be generated online and eligible candidates shall download their Call Letter from MFL website during the period that will be notified. Candidates shall carry the Call Letter (with photograph and signature) and one of the valid photo identification cards in original viz. Electoral ID, Passport, Aadhaar card, Driving license, while reporting for the interview. Candidates reporting without the downloaded call letter and identity proof as specified above shall not be allowed to attend the interview.

8.5 Medical / Physical Fitness: The provisionally selected candidates will be required to undergo pre-employment medical examination by a medical practitioner not below the rank of Civil Surgeon and lab examination from NABL / NABH approved laboratory / hospital and shall submit to the Company at the time of joining. The medical report will be reviewed by the Company Medical Officer and the decision of the Company Medical Officer shall be final and binding in this regard.

8.6 Placement / Assignments: The candidates appointed are liable to serve anywhere in India as per MFL's requirement. The selected candidates shall be assigned jobs/functions/assignments as per the business requirements of the MFL including shift operations.

## 9.0 How to Apply

- 9.1 Applications are to be submitted online through the website of MFL - [www.madrasfert.co.in](http://www.madrasfert.co.in). The online application will be open till the cut-off date.
- 9.2 Candidates shall visit the website, read the notification and instructions given, and open the link for filling the online Application. Detailed instructions given in the link for submitting online applications shall be followed. All required details should be entered and the required documents should be uploaded. Details of Helpline available, for telephonic support if required in the online process, will also be provided therein.
- 9.3 While applying, the candidates should mention their full name as it appears in the SSC / SSLC / Matriculation / X Std certificate / Passport. Candidates are required to submit valid identity card (mentioned earlier) with the name exactly as in the examination certificate.
- 9.4 Application fee shall be remitted through electronic fund transfer, as instructed in the link. Any charges for effecting online payment shall be borne by the candidate. Candidates should retain copy of the e-receipt as they can be asked to produce it for reference.
- 9.5 SC/ST/OBC(NCL)/PwBD/EWS candidates should upload self-attested scanned copy of their Caste/ Community / Disability certificate/Income and Asset Certificate as the case may be, at the appropriate place prompted by the system.
- In case the certificates are issued in a language other than English / Hindi, the candidates will be required to submit a self-certified translated copy of the same in English.
  - OBC (NCL) candidates will be required to submit a self-declaration, in addition to the caste/community certificate evidencing OBC (NCL) status.
  - ESM availing relaxation shall upload copy of their Service Book.
  - OBC candidates who belong to "CREAMY LAYER" are not entitled for concessions and such candidates have to indicate their category as "Unreserved".
- 9.6 All candidates should upload their passport size photograph and signature at the appropriate place when prompted by the system. Passport Photograph must have a plain background with both ears clearly visible. Self-attested relevant documents are to be uploaded at the appropriate place prompted by the system. The online application may not get submitted unless the candidate's age, qualifications, experience proof, emoluments proof, caste (where required), photograph, signature etc. is uploaded when prompted. Candidates shall preview the application and ensure that the passport size photograph is uploaded properly with the face clear and identifiable. Applications with unclear or distorted photographs are liable for rejection at any stage of selection process.
- 9.7 Once all the details are entered, documents uploaded, and fees (if applicable) paid, the candidate gets the prompt that application has been submitted successfully and he/she will be permitted to take print-out of the submitted application. Candidates shall keep copy of the application submitted and produce it as and when called for.
- 9.8 Candidates should keep at least 5 copies of the passport size photograph used for the online application, till the end of the selection process. Candidates shall use the same photograph wherever required in this selection process.
- 9.9 For all future correspondence, candidates shall quote his/her application number generated by the system during online application process or the Roll Number issued for Interview.
- 9.10 Biometrics / photograph of candidates shall be captured at the time of Interview for further verification as decided by MFL.

9.11 Candidates are advised to complete their registration process well before the last date to avoid last minute rush or because of any inadvertent possibility of inability/failure/technical snag while logging into the website of MFL on account of heavy load on the internet or website jam during the last days. MFL shall not accept any responsibility for the candidates for not being able to submit their application within the last day on account of any reason including the aforesaid reasons.

**10.0 Other Terms & Conditions and General Instructions:**

10.1 Only Indian nationals are eligible to apply.

10.2 Candidates can apply for only one post and submit only one application. Multiple applications or applications for more than one post will be summarily rejected and the application fees paid for such applications will not be refunded.

10.3 In case any certificate is issued in a language other than English / Hindi, the candidates will be required to submit a self-certified translated copy of the same in English.

10.4 MFL reserves the right to call for any additional documentary evidence from candidates in support of educational qualification / experience / other notified eligibility requirements as indicated in their application. MFL shall not be responsible for any delay / non-receipt of such communications within the stipulated date and time. Replies to any such queries received after the stipulated date and time shall not be considered, and no further correspondence shall be entertained in this regard.

10.5 Candidates should possess a valid and active e-mail ID. The e-mail ID furnished in the online application shall remain active for at least two years. No request for change of e-mail ID shall be entertained after submission of online application. All future correspondence with candidates, if any, shall be done only through the email ID given in the online application. The Responsibility of receiving, downloading and printing of notifications, information/ communication etc. shall rest solely with the candidate. The Company will not be responsible for any loss of communication, due to invalid / wrong e-mail ID or for delay/non-receipt of information if a candidate fails to access his mail or website in time.

10.6 Once online application is submitted, requests for change of address/ mobile number/ category / post etc. will not be entertained.

10.7 Candidates employed in Central/State Government/Quasi-Government/Public Sector Undertakings/Autonomous / Statutory bodies should apply only after intimating their employer. All such candidates shall be required to produce "No Objection Certificate" from their employer at the time of document verification at the time of interview. All Candidates shall be required to submit Relieving Order from their employer at the time of joining.

10.8 MFL will not bear any liability whatsoever on account of salary / leave salary / pension contribution, financial obligations etc., if any, arising out of previous employment of a candidate.

- 10.9 In the online application, candidates have to necessarily declare and provide details in case he/she has ever been arrested, prosecuted, kept under detention or fined, FIR filed in any Police Station, convicted by the Court of Law for any offence, debarred / disqualified by any Public Service Commission from appearing in its examination or if proceedings are pending against him/her in any Court of Law.
- 10.10 All outstation candidates called for interview in Chennai shall be reimbursed to and fro travel expenses by air / rail / bus on production of tickets, as given below:
- For post codes 1 to 17 - Upto First A/C Rail fare or Air fare (limited to First A/C Basic Rail fare of premium Trains) by the shortest route from the place of current residence to the place of interview and back or actuals whichever is lower.
  - For post codes 18 to 39 - Upto Second A/C Rail fare by the shortest route from the place of current residence to the place of interview and back or actuals whichever is lower. In case of travel by higher class in Rail or by Air, reimbursement will be limited to Second A/C Basic Rail fare.
  - If return tickets are not produced, only Basic Rail fare limited to First A/C (post codes 1 to 17) / Second A/C (post codes 18 to 39) in Superfast trains will be reimbursed.
- 10.11 The Company will not undertake detailed scrutiny of online applications for eligibility and other aspects at the time of Interview and therefore the candidature will remain provisional throughout the selection process. Eligibility for calling for Interview will be based solely on the information furnished in the online application and declarations/documents uploaded by the candidates. Caste / Community / Income & Asset Certificates shall be in the prescribed format as specified by the Government of India.
- Candidates must produce originals of the certificates related to Qualification, Age, Caste/Community/PwBD/Income & Asset Certificates/Ex Servicemen status etc. at the time of interview / document verification or when called for, which will be verified with the documents uploaded with the online application. If any variation is found, the candidates shall not be considered for selection and no Travel Allowance (TA) will be paid to them.
- 10.12 Candidature of an applicant is liable to be rejected at any stage of recruitment process or after joining, if any information furnished by the candidate is false or is found to be not conforming to eligibility criteria mentioned in the notification. Appearing for Interview and Pre Employment Medical Examination will not confer any right on the candidate for selection. The Company reserves the right to debar/disqualify any candidate at any stage of selection proceedings for any reason whatsoever.
- 10.13 Employees who have left the services of MFL on account of early retirement, voluntary retirement, or were terminated, dismissed from service or CRS are not eligible to apply.
- 10.14 The employees of MFL who had resigned from services after serving for minimum 5 years with good performance (8 + rating) are eligible to apply.
- 10.15 Any canvassing directly or indirectly by the candidate will disqualify his/her candidature.
- 10.16 All appointments are subject to verification of Character & Antecedents and Caste / Community / PwBD / EWS certificates, wherever applicable. Appointment shall be valid only if candidate is cleared after the verification.
- 10.17 Any dispute with regard to recruitment against this notification will be settled in Courts within the jurisdiction of Chennai only.

- 10.18 Any further Notifications including corrigenda related to this recruitment will be hosted only on the website of MFL [www.madrasfert.co.in](http://www.madrasfert.co.in). Candidates must regularly check the MFL website and their e-mail for updates on this selection process such as amendments, notifications and instructions to candidates, dates for downloading the hall tickets, Interview letter and any other information regarding this recruitment. The Company will not be responsible for any delay / non-receipt of information on recruitment by candidates.
- 10.19 All documents related to this selection shall be preserved only for a period of two years from the date of publication of results.
- 10.20 Candidates are not required to submit hard copy of application form.
- 10.21 Important Dates

Commencement date of on-line submission of application and online payment of application fees	<b>18.03.2026</b>
Last date of on-line submission of application and on-line payment of application fees	<b>05.04.2026</b>

Candidates are advised not to respond to any fraudulent advertisements about employment opportunities at MFL that may appear in newspapers / websites / mobile apps etc. For authenticity of any information, candidates should rely only on the detailed notification and information available / hosted on MFL website [www.madrasfert.co.in](http://www.madrasfert.co.in). The general public is also cautioned not to fall prey to the dubious agencies / organizations / individuals / aiming at fleecing money from them

**General Manager - P&A**