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**GUJARAT GREEN REVOLUTION COMPANY LIMITED** Fertilizernagar Township, P.O. Fertilizernagar, Dist.: Vadodara - 391 750 (Gujarat)

Online Registration of Application starts from: 11.02.2025			Last date for Submission of Application 26.02.2025		
SR NO	POSITION	ROLE / DEPTT	TENURE	TENTATIVE CTC PER ANNUM	VACANY
1.	Officer (Consultancy Projects)-on Fixed Term Contract	IT-System Department	On Fixed Term Contract for a period of 3 Years	Upto Rs.12.00 Lakhs	1
2.	Junior Officer (Field Operations)- on Fixed Term Contract	MIS Field Department		Rs.5.00 to 6.50 Lakhs	1
3.	Junior Officer (Analyst) - on Fixed Term Contract			Rs.5.00 to 6.50 Lakhs	1

## DETAILS OF RECRUITMENT

## HOW TO APPLY (GUIDELINES FOR FILLING ONLINE APPLICATION) AND POINTS TO BE NOTED (TERMS AND CONDITIONS):

- 1. For the above positions, interested candidates meeting with the requirements mentioned in the Job Description (Refer Details) must visit Career Section on GGRC Website <u>www.ggrc.co.in</u> and register themselves online in the appropriate Online Application Format and generate the Application No. through registration process and note the Application No for further process.
- 2. Candidates are required to have a valid personal email ID and Contact Number for the Application and GGRC will send the call letters for Personal interview and/or Selection Process on the registered Email ID. In case, a candidate does not have a valid personal email ID, he/she should create his/ her new email ID before applying the post.
- 3. Candidates need to upload their required documents (duly self-attested) within prescribe limit in the online application which mentioned hereunder:-
  - 1) Latest CV (Resume)-Size of file should be 500 KB
  - 2) Latest Passport Size Photo-Size of file should be 25 KB
  - 3) Signature -Size of file should be 25 KB
  - 4) All Graduation Mark Sheet (self attested)-Size upto 1.5 MB
  - 5) Graduation Degree Certificate (self attested)-Size of file should be 500 KB
  - 6) All Post Graduation Mark Sheet (self attested)-Size upto 1.5 MB
  - 7) Post Graduation Degree Certificate (self attested)-Size of file should be 500 KB
  - 8) Aadhar Card-Size of file should be 25 KB
  - 9) PAN Card-Size of file should be 25 KB
- 4. Candidates are advised to carefully fill in the online application and verify the same before submission, as no change in any data will be considered after submission.

- 5. The name of the candidate should be spelt correctly in the application as it appears in the Certificates / Mark sheets. Any change / alteration found may disqualify the candidature.
- 6. Candidates are advised in their own interest to apply online before the closing date and not to wait till the last date to avoid the possibility of disconnection / inability / failure to log on to the website on account of heavy load on internet or website jam.
- 7. GGRC does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of aforesaid reasons or for any other reason beyond the control of GGRC.
- 8. In case of multiple applications, only the last valid (complete) application will be retained. Multiple appearances by a candidate for a single post in interview will be summarily rejected / candidature cancelled.
- 9. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will stand cancelled. If any of these shortcomings is / are detected even after appointment, his /her services are liable to be terminated without notice.
- 10. GGRC reserves the right to post selected candidates in any place in Gujarat State depending upon the requirement of the Company.
- 11. Shortlisted candidates have to appear for Interview at their own cost.
- 12. Decisions of GGRC in all matters regarding eligibility, conduct of interviews, other tests and selection would be final and binding on all candidates. No representation or correspondence will be entertained by the GGRC in this regard.
- 13. Canvassing in any form or in bringing any Political or outside influence (applicable or otherwise) will render rejection of application.
- 14. No routine queries / correspondence regarding any individual application will be entertained.
- 15. Management reserves the right to reject the application without assigning any reason.
- 16. Management can raise standard of specifications to restrict the number of candidates and can increase or decrease the number of post at the discretion of Management.
- 17. The recruitment process can be cancelled / suspended / terminated without assigning any reason. The decision of Management will be final and no appeal will be entertained.
- 18. Separate application should be submitted for each post.
- 19. Applying for the post does not entitle that the candidates should be called for an interview.