

Advertisement No.12240214

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**RECRUITMENT OF NON-EXECUTIVE POSTS FOR S&P COMPLEX, AN
M&R COMPLEX, DAMANJODI**

National Aluminium Company Limited (NALCO), a Navratna Central PSE and one of the largest integrated Alumina – Aluminium Complex of Asia, technology, with its present turnover of Rs.14000 Crores is going for further growth and expansion within India & across the globe. The Company is an exchange earner for the Country also enjoys Premier Trading House status in the field of export and has won many prestigious awards for its excellent performance value addition to its shareholders. The plants and offices are multi-locational with its Corporate Office at Bhubaneswar, Odisha. The Company believes in an excellence through competent human resources and practices having “people centric” approach to achieve its vision to be a premier and integrated complex value chain with strategic presence in Mining both domestic & global, Metals and Energy sectors. The Company has been operating its Bauxite Mines & Refinery at M&R Complex Damanjodi sector, in the District of Koraput in Odisha and Aluminium Smelter, Captive Power Plant & Coal Mines at S&P Complex in District of Angul in Odisha.

NALCO invites applications from Indian nationals fulfilling the eligibility criteria, for filling up various posts in Non- Executive cadre, as per details given below

A. DETAILS OF CATEGORY-WISE VACANCIES, ELIGIBILITY CRITERIA AND POSTS:

Sl. No.	Post, Grade and Scale of Pay	Sector wise Vacancy, Vacancy break up & Category*	Post identified as suitable to be held by PwBDs in following categories	Minimum requisite Qualification	Upper age limit (in years) as on 21.01.2025	
1	SUPT(JOT)- Laboratory Total 37 posts	S&P, Angul: vacancy 28 (UR-11, SC-05,ST-06, OBC-03, EWS-03) M&R, Damanjodi: vacancy 9 (UR-4, SC-01, ST-02, OBC-01, EWS-01)	a)D,HH b)OA,OL,BL,Dw, AAV,SD/SI c)ASD(M),SLD,MI d)MD involving (a) to (c) above.	The candidate must have passed B.Sc.(Hons) in Chemistry.	27	SUPT (JOT) - then JOT months T0 Grade
2	SUPT(JOT)- Operator Total 226 posts	S&P, Angul: Vacancy 160 (UR-65, SC-25,ST-36, OBC- 19, EWS-15) M&R, Damanjodi: Vacancy 66 (UR-26, SC-11, ST-14, OBC- 08, EWS-07)	a)D,HH (b)OL, CP, LC, Dw, AAV,SD/SI (c)ASD(M),SLD, MI (d) MD involving (a) to (c) above	The candidate must have passed 10th with ITI (NCVT/NCVET) of 2 years duration along with apprenticeship certificate in Electronics Mechanic/ Technician Mechatronics/ Electrician/ Instrumentation/ Instrument Mechanic / Fitter Trade.	27	SUPT (JOT) - then JOT before Grade
3	SUPT(JOT)- Fitter Total 73 posts	S&P, Angul: Vacancy 39 (UR-18, SC-06,ST-08, OBC- 04, EWS-03) M&R, Damanjodi: Vacancy 34 (UR-15, SC-05,ST-07, OBC-04, EWS-03)	a)D,HH (b)OL, CP, LC, Dw, AAV,SD/SI (c)ASD(M),SLD, MI (d) MD involving (a) to (c) above	The candidate must have passed 10th with ITI (NCVT/NCVET) of 2 years duration along with apprenticeship certificate in Fitter Trade.	27	SUPT (JOT) - then JOT before Grade
4	SUPT(JOT) Electrical Total 63 posts	S&P, Angul: Vacancy 48 (UR-22, SC-07,ST-10, OBC- 05, EWS-04) M&R, Damanjodi: Vacancy 15 (UR-06, SC-02,ST-03, OBC- 02, EWS-02)	a) D, HH b) OA, OL, LC, Dw, AAV, SD/SI c) ASD (M), SLD, MI d) MD involving (a) to (c) above	The candidate must have passed 10th with ITI (NCVT/NCVET) of 2 years duration along with apprenticeship certificate in Electrician Trade.	27	SUPT (JOT) - then JOT before Grade
5	SUPT(JOT) – Instrumentation (M&R)/ Instrument Mechanic (S&P) Total 48 posts	S&P, Angul: Vacancy 36 (UR-17, SC-05, ST-07, OBC- 04, EWS-03) M&R, Damanjodi: Vacancy 12 (UR-05, SC-02, ST-03, OBC- 01, EWS-01)	a) D, HH b) OL, BL, CP, LC, Dw, AAV,SD/SI c) ASD (M), SLD, MI d) MD involving (a) to (c) above	The candidate must have passed 10th with ITI (NCVT/NCVET) of 2 years duration along with apprenticeship certificate in Instrumentation/ Instrument Mechanic Trade.	27	SUPT (JOT) - then JOT before Grade
6	SUPT (JOT) – Geologist Total 4 posts	M&R, Damanjodi: Vacancy 4 (UR – 2, SC – 1, ST – 1)	a) D, HH b) OA, OL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above	The candidate must have passed B.Sc. (Hons) in Geology.	27	SUPT (JOT) - then JOT before Grade
7	SUPT (JOT) - HEMM Operator Total 9 posts	M&R, Damanjodi: Vacancy 9 (UR – 4, SC – 1, ST – 2, OBC – 1, EWS – 1)	-----	The candidate must have passed 10th with ITI (NCVT/NCVET) of 2 years duration certificate in MMV	27	SUPT (JOT) - then JOT before Grade

11	Dresser-Cum-First Aider (W2 Grade) Total 5 posts Rs.27300-3%-65000/-	M&R, Damanjodi: Vacancy 5 (UR – 3, ST – 1, OBC – 1)	a) LV b) D, HH c) OL, Dw, AAV, SD/SI d) ID, SLD, MI e) MD involving (a) to (d) above	The candidate should have passed 10th from a recognized Board with two years of relevant post qualification experience (training period shall not be considered as experience) as Dresser in Hospital/Dispensary of repute. Candidate must possess a valid First Aid Certificate issued by St. John Ambulance.	35	To be
12	Laboratory Technician Gr.III (P0 Grade) Total 2 posts Rs.27000-3%-70000/-	M&R, Damanjodi: Vacancy 2 (UR – 1, ST – 1)	a) D, HH b) OL, BL, Dw, AAV c) ASD (M), SLD, MI d) MD involving (a) to (c) above	The candidate should have passed 10th/Higher Secondary/ 10+2 in science with Diploma of minimum 2 years duration in Laboratory Technician from a Government College/ recognized institution with one (01) year of relevant post qualification experience in a Govt. Hospital, PSU or a reputed Private Hospital (training period shall not be considered as experience). He/ She is required to do routine works in clinical laboratory including Hematology, Clinical Pathology, Histopathology, Cytology, Microbiology, Biochemistry and Blood bank work and draw blood for investigations, prepare necessary slides and should have proper knowledge for storage of the specimens and tissues.	35	To be
13	Nurse Gr III (P0 Grade) Total 7 posts Rs.29500-3%-70000/-	M&R, Damanjodi: Vacancy 7 (UR – 2, SC – 1, ST – 2, OBC – 1, EWS – 1)	a) LV b) OL, CP, LC, Dw, AAV, SD/SI c) SLD, MI d) MD involving (a) to (c) above	The candidate should have passed 10th/Higher Secondary/ 10+2 (science) with General Nursing and Midwifery training (3 years) or Diploma/ B. Sc. in Nursing from a Government College/ recognized institution approved by Indian Medical Council, valid registration in Nursing Council of India/State Nursing Council and should have one (01) year in line experience post qualification experience (training period shall not be considered as experience). The job includes attending the indoor patients, emergency cases, labour rooms, isolation wards, injection room, health camps, first aid centre, occupational health centre, etc. and assisting the Surgeon in Operation Theatre.	35	To be
14	Pharmacist Gr III (P0 Grade) Total 6 posts Rs.29500-3%-70000/-	M&R, Damanjodi: Vacancy 6 (UR – 3, SC – 1, ST – 1, OBC – 1)	a) D, HH b) OL, BL, CP, LC, Dw, AAV c) ASD (M), SLD, MI d) MD involving (a) to (c) above	The candidate should have passed 10th/Higher Secondary/ 10+2 in science with recognized Diploma in Pharmacy, must be registered under Pharmacy Council Act and should have 02 years post qualification experience. He/ She is required to assist in Operation Theatre (OT) & ICU, look after sterilization work of O.T. independently, handle the Casualty, First aid Centre, dispensary, documentation of hospital records, accompany the serious patients to the referral hospitals, assist in medicine store, scrutiny of medical bills of different empaneled hospitals/ employees/ allied services providers as well as the bills of retired employees for necessary reimbursement and to attend shift duties at First aid Centre and Hospital.	35	To be

* **For S&P Complex**, in addition to the above-mentioned reservation of posts for ST, SC, OBC(NCL) and EWS, 14 posts will be horizontally reserved for Persons with Benchmark Disabilities (PwBDs), as per Government guidelines, belonging to the category/categories for which the post is identified (as indicated at Para-A) and 14 posts will be horizontally reserved for Ex-Serviceman (ESM), as per Government guidelines.

* **For M&R Complex**, in addition to the above-mentioned reservation posts for ST, SC, OBC(NCL) and EWS, 14 posts (which includes 4 posts in paramedical disciplines) will be horizontally reserved for Persons with Benchmark Disabilities (PwBD), as per the Govt. guidelines, belonging to the categories for which the post is identified as above. Further, 29 posts (which includes 2 posts in paramedical disciplines) will be horizontally reserved for Ex-Serviceman (ESM) as per Government guidelines.

B. IMPORTANT NOTE:

- Abbreviations used stands for **UR**-Un-reserved; **SC**-Schedule Caste; **ST**-Schedule Tribe, **OBC(NCL)**-Other Backward Class(Non-creamy layer), **BM**-Benchmark Disability, **ESM-Ex-Serviceman**, **EWS**-Economically Weaker Sections, **LV**= Low Vision, **D**=Deaf, **HH**= Hard of Hearing, **OA**=One Arm, **CP**=Cerebral Palsy, **LC**=Leprosy Cured, **Dw** =Dwarfism, **AAV**=Acid Attack Victims, **ASD**= Autism Spectrum Disorder (Moderate), **ID** = Intellectual disability, **SLD**= Specific Learning Disability, **MI**= Mental Illness, **MD**=Multiple Disabilities, **NCVT** = National Council for Vocational Education and Training
- Qualification must be from Universities or Institutes recognized / accredited by council / bodies like UGC/ AICTE /NCVT / NCVET set up by Government (wherever applicable). Only full time Regular courses will be considered. This shall include Matriculation /equivalent as specified under the minimum qualification column.
- Candidates who have not acquired the prescribed qualification, experience, age etc., as mentioned above, on or before closing date of submitting application will not be considered.
- The candidates should possess valid employment exchange registration card.

D. SELECTION PROCESS

1. The applied candidates for the posts shall be required to undertake a Computer Based Test (CBT).
2. The options for selection of exam centers needs to be filled up as per preference. Based on preference, date of application and availability, test center computer-based program. Any request regarding change in venue/date/time of the examination will not be entertained. The list of examination centres will be available on the NALCO website.
3. The CBT will be conducted for total 100 questions and each correct answer will carry 01 mark and time allotted 120 minutes. The questions will be of MCQ type. The question shall be on respective technical (Domain) subjects (60%) and general awareness (40%).
4. The question shall be in English and Hindi language only.
5. The answer key to the question will be displayed in the NALCO website www.nalcoindia.com three days after the CBT along with Objection mark sheet. The concerns of the candidates, if any, related to questions and answer keys of the examination. Candidates can register their objection within three days after the CBT. The objection should be submitted in the form of a written statement and should be posted on the website.
6. For posts from Sl. No. 1 to 10, selection shall be based on Computer Based Test (CBT) only.
7. For posts from Sl. No. 11 to 14, the selection will be made through CBT and Trade Test. The weightage for CBT and Trade test shall be 60% and 40% respectively.
8. Based on the performance in the Computer Based Test (CBT)/ CBT & trade test, the organizational requirement, the vacancies in the discipline and in accordance with the Presidential Directives, the candidates will be called for original documents verification and pre-employment medical examination. The candidates should submit attested copy of online application, admit card, e-Receipt of application fee, ID proof and documents uploaded at time in the online portal along with the same during verification of documents by a Committee, if called for. Any inadequacy/deficiency/discrepancy/mismatched or non-submission of required documents will result in his/her provisional selection and candidature shall be rejected forthwith. Any undertaking/ request of the concerned candidate on this account will not be entertained.
9. Mere meeting the advertised specification and appearing in the Computer Based Test does not entitle a candidate to be called for verification of documents. The Company reserves the right to raise the minimum eligibility standards/criteria by taking into account the standard of qualification and/or experience to restrict the number of candidates for assessment.

E. MEDICAL FITNESS

- ❖ The final placement of the candidate in the Company will be subject to the selected candidates being found medically fit by the Company's Medical Officer. The decision of Medical Board constituted by the Company will be final and binding.

F. PLACEMENT

- ❖ The candidate has to opt for the post applied for either at S&P Complex, Angul or M&R Complex, Damanjodi against the respective vacancy (at Table-A) in the application. During the probation period and/or after absorption, selected candidates may be posted in the NALCO's establishments anywhere in India or its subsidiaries/joint ventures/business associates of NALCO & is transferable as per the organizational requirement. The selected candidates may be assigned to various assignments related to their area as per the requirements of the Company including shift operation.

G. RESERVATIONS AND RELAXATIONS

1. Reservations/relaxations for SC/ST/OBC (non-creamy layer) /Economically Weaker Section (EWS)/Person with Benchmark Disability (PwBD)(degree of disability) /Ex-servicemen candidates as per Government guidelines are applicable. In case of increase or decrease in the number of total posts, the number of reserved posts will vary in accordance to the Govt. guidelines. Further, the Presidential Directives on relaxed standards for PwBD will be followed, wherever it may be required to fill up the reserved posts.
2. Reservation for PwBD / Ex-serviceman (ESM) shall be on horizontal basis as per the prevailing rules. If suitable ESM candidates are not available for the same will be filled up by candidates other than ESM. The ESM candidates are required to submit their all relevant documents/declaration along with the application as per Govt. guidelines/Notifications from time to time for their eligibility to availing concessions/relaxations, failing which their candidature is liable to be rejected on the ground of inadequacy/deficiency found at any stage before or after the verification of original certificate/documents.
3. EWS category may also apply for the posts, provided they meet the eligibility criteria prescribed for UR category.
4. For claiming the benefit of reservation/ concessions applicable for PwBDs, the candidates shall have to submit a disability certificate as per the provision (17 to Rule-20) of the Rights of Persons with Disabilities Rules, 2017 of the Notification No. G.S.R. 591(E) dated 15.06.2017 issued by the Ministry of Empowerment, Government of India. The candidates would be required to furnish valid disability certificate duly stamped and signed by a medical practitioner for the purpose and should comprise of 3 medical practitioners of Govt. hospital or medical board attached to Special Employment Exchange for the handicapped persons.
5. Appointment to some of the vacancies will be offered to the PwBD candidates after considering the nature of duties and responsibilities of the assignment also considering that the disability is not likely to interfere with the performance and without possible deterioration of his/her health. However, the final placement would be based on candidates' medical fitness with respect to the job requirement of the identified posts.
6. Category of SC/ST/OBC(NCL)/PwBD /Ex-servicemen/EWS once filled in the online application form will not be changed. The reserved category candidates should upload the requisite certificate in the prescribed format of Government of India, issued by the Competent Authority in the online application form as well as at the time of verification of original certificates/required documents, if called for.
7. If the SC/ST/OBC(NCL)/PwBD /Ex-servicemen/EWS certificate has been issued in language other than English/Hindi, the candidates will be required to submit a copy of the same either in English or Hindi.
8. The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBC category and such candidates have to in Unreserved (UR). The OBC (Non-Creamy Layer) candidates are required to submit requisite certificate in prescribed format of Government of India. The Authority issued in the current financial year. The name of the caste and community indicate in the OBC (Non-Creamy Layer) certificate must appear in the Backward Classes. Further, OBC candidates will have to give a self-undertaking indicating that they belong to OBC (Non-Creamy Layer) category also at the time of Computer Based Test (CBT) as per the application form which will be available in the NALCO website.
9. The EWS candidates are required to submit requisite **Income and Assets Certificate** issued by the Competent Authority in prescribed format for the purpose. Further, EWS candidates will have to give a self-undertaking indicating that they belong to EWS category also at the time of Computer Based Test (CBT) as per the application form which will be available in the NALCO website.
10. The upper age limit is relaxed by 5 years for SC/ST, 3 years for OBC (Non-creamy layer), 10 years for PwBD -Un-reserved (UR), 13 years for PwBD -OBC(NCL) and 15 years for PwBD -SC/ST candidates. The maximum upper age limit in respect of PwBD candidates is 56 years. **However, relaxation in age for PwBD is subject to availability of vacancy for the particular category.**
11. Relaxation of five years in age will be extended to the candidates who had ordinarily been domiciled in the Union Territory of Jammu & Kashmir and Union Territory of Chandernagore from 01.01.1980 to 31.12.1989. Ex-Servicemen and children/family members of those who died in the riots of 1984 will get relaxation as per directives of Government of India.
12. The internal candidates may apply along with other candidates provided they are serving in the next lower grade at least for one year and should be eligible for the post. There will be no upper age limit. The internal candidates also have to meet the job specification as per notification/advertisement. However, their cases will be subject to the rules of the Company.
13. **S&P Complex, Angul:** In case of candidates whose lands have been acquired for NALCO projects at Angul and possess the relevant certificate issued by the authorities of State Government in the name of self or in the name of parents or grandparents and none of their family member are employed in NALCO, may be considered provided **he /she meets the qualification, experience and age criteria.** The maximum age limit is 40 years for lands acquired before 21.01.2025. The relaxation will be applicable for the posts advertised for S&P Complex, Angul only.
14. **M&R Complex, Damanjodi:** In case of candidates whose lands have been acquired for NALCO project at Damanjodi and possess the relevant certificate issued by the authorities of State Government in the name of self or in the name of parents or grandparents and none of their family member are employed in NALCO, may be considered provided **he /she meets the qualification, experience and age criteria.** The maximum age limit is 40 years for lands acquired before 21.01.2025. The relaxation will be applicable for the posts advertised for M&R Complex, Damanjodi only.

along with originals, in support of their eligibility. No other documents other than the uploaded documents will be entertained during verification. The following self-attested documents need to be uploaded during filling up the application:

- i. **Document in support of Date of Birth proof (Birth certificate issued by statutory authorities or Class X pass & marks certificate).**
 - ii. **Latest Caste/ Tribe certificate [for SC/ ST/ OBC (NCL)/EWS candidates as applicable in the prescribed format issued by the Competent Authority as prescribed by Government of India.**
 - iii. **Disability certificate in the prescribed format issued by the Competent Authority**
 - iv. **Ex-servicemen eligibility proof with declarations as per latest Govt guidelines (in case of Ex-servicemen candidates).**
 - v. **Valid Employment Exchange Registration Card.**
 - vi. **All Certificates/ Testimonials in respect of qualifications (Refer Table A).**
 - vii. **Experience certificate if applicable issued on the letter head of the Organisation in the given format, offer of appointment, last pay slip.**
6. The candidates can apply for only one post. If a candidate submits multiple applications for a single post, the latest application will be considered and rest of the applications shall be rejected. In case a candidate applies for multiple posts, his candidature shall be summarily rejected. Application form once submitted cannot be modified, hence utmost care should be taken to furnish the correct details before submitting the online application form.
7. Candidates are advised in their own interest to apply online much before the closing date and time of the submission of application form and not to wait till the last date for submission to avoid the possibility of congestion in server to log on etc. for which NALCO will not be responsible.
8. **Before applying online, candidates should:**
- i. Scan their Photograph (4.5cm × 3.5cm) and Signature. Please ensure that the size of the scanned image is not more than the specifications.
 - ii. Signature in **CAPITAL LETTERS** will NOT be accepted.
 - iii. Candidature of candidates who have uploaded illegible/ blurred photographs / documents and / or signatures will be cancelled.
 - iv. Keep the necessary details/documents ready to make Online Payment of the requisite application fee/ intimation charges.
 - v. Have a valid personal email ID and mobile number, which should be kept active till the completion of this Recruitment Process. NALCO will send intimation to download E-Application Status Certificate, E-Admit Cards, Call Letter for documents verification and other communication only at registered email ID/Mobile Number of candidates. Hence under no circumstances, the candidates should provide email ID of anybody else. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her own e-mail ID and mobile number before applying on-line and must maintain that email account and mobile number during the course of recruitment process.
9. The candidate can give three choices of preferred examination centres out of the following: Bhubaneswar, Angul, Koraput, Cuttack, Puri, Balasore, Rourkela, Sambalpur, Dhenkanal, Berhampur Jeypore, Bhawanipatna, Delhi, Mumbai, Chennai, Visakhapatnam, Kolkata & Guwahati based on preference, date of application and availability, test centers will be allotted through computer based program. Any request regarding change in venue/date/time of the examination will not be entertained.

NOTE:

Candidates are required to submit along with their applications all certificates in support of their claims regarding age, educational qualifications etc. as enlisted above at (I) (5) (How to apply). The candidates applying for the examination should ensure that they fulfill all the eligibility conditions as mentioned in the notification for appointment to the post applied for on or before the last date of submission of application form. Their admission at all the stages of examination/documents verification for which they are admitted by NALCO, will be PURELY PROVISIONAL subject to their satisfying the prescribed eligibility conditions. If on verification at any time before or after the computer based test, verification of identity, documents, it is found that they do not fulfill any of the eligibility conditions, their candidature for the examination will be cancelled by NALCO.

If any of their claims is found to be incorrect, they may render themselves liable to disciplinary action by NALCO as deemed fit and mainly as reproduced below:

- (1) A candidate who is or has been declared by NALCO to be guilty of:
- a) Obtaining support for his/her candidature by the following means, namely: –
 - i. Offering illegal gratification to, or
 - ii. Applying pressure on, or
 - iii. Blackmailing, or threatening to blackmail any person connected with the conduct of the examination, or
 - b) Impersonating, or
 - c) Procuring impersonation by any person, or
 - d) Submitting fabricated documents or documents which have been tampered with, or
 - e) Uploading irrelevant or incorrect photo and signature in the application form in

- (iii) To face disciplinary action under the appropriate Rules of Government.

J. Steps for Applying:

STEP-I (SIGN UP):

1. Candidates can apply online by visiting the NALCO www.nalcoindia.com go to “Career -> Career NALCO Recruitment 2024-25”.
2. Candidates will get the instructions page and they will have to accept the conditions by clicking 'I Agree' Checkbox given below the button.
3. Applicant needs to sign up first with their valid Mobile Number.
4. The One-time Password and login details will be sent to the Email ID and Mobile Number provided, so candidates are advised to verify the Email ID & Mobile Number before proceeding further.

STEP-II:

5. The candidate should now login and the candidate should provide the desired information in the online form about himself / herself (including his/her photograph, signatures and documents as explained in the instructions apply). Click on the “Pre-view” tab and check whether the details are correct in all respects. In case of any error, the same can be edited by clicking on the “Submit” tab. However, Candidates are not allowed to change their Mobile Number, Candidate Name, Post and choice of post under any circumstances in a sector vacancy.
6. On successful submission of on-line application, candidates are advised not to attempt for re-registration for the same post. In case of multiple registrations for the same post, the one with the highest registration number will be considered as the final application. Candidate is required to download the candidate's details from the System with unique registration number, which may be used as a reference.

STEP-III: Guidelines for Remittance of Application Fees

7. HOW TO MAKE PAYMENT -

PLEASE FOLLOW THE ON SCREEN INSTRUCTIONS

8. Last/ Closing Date for Receipt of online Application(s):

The candidates are required to fill the application(s) online by 21.01.2025 on NALCO's website www.nalcoindia.com and completed application(s) should be submitted up to 21.01.2025 (6.00 PM) after which the link for application received after closure of the link or received through any other communication shall not be considered under any circumstances.

K. INSTRUCTION TO THE CANDIDATES:

- a) The candidate should ensure that he/she fulfills the eligibility conditions as mentioned in this advertisement. Mere submission of application meeting the advertised specification and appearing in the examination does not entitle the candidates' eligibility for the post. In any stage of recruitment/ selection/even after appointment the candidate should fulfill the eligibility norms and/or that he/she has furnished correct information or has suppressed any material information. If candidature/appointment will automatically stand cancelled. If candidature/appointment would be deemed as void ab initio.
- b) The e-mail id mentioned in the application form must remain active for future communication with the candidates will take place through it. NALCO will not be responsible for any loss/non-delivery of communication sent, due to invalid/wrong id or due to any other reason.
- c) Candidates are also advised to visit the career section of www.nalcoindia.com regularly for latest updates as no separate communication will be sent.
- d) Candidates working in PSUs / any Govt. organization should submit their resignation through proper channel or produce 'No Objection Certificate' (NOC) for Computer Based Test (CBT)/verification of original documents. However, in case he fails to produce the same, the candidate will be provisionally appear in the test and his candidature for appointment will be subject to submission of original release order.
- e) Candidates will not be permitted to appear for the Computer Based Test if original and valid photo identification is not presented at the venue. During registration of candidates, capturing finger and photo will be made on examination day at the venue.
- f) The candidates those who will be provisionally selected for the post are required to produce the following with originals in order to complete the verification. The candidature is liable to be rejected if the candidate fails to produce the same.

