

15.02.2020

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FOR APPLYING TO THE POSTS ADVERTISED BY NSC FOR DIRECT RECRUITMENT:
Trainees and Employees absorbed from traineeship and are in bond period may refer notice issued under file No. 33(1)/06-HR/NSC dated 26.11.2018.

CONDITION APPLICABLE FOR DEPARTMENTAL CANDIDATE IN DIRECT RECRUITMENT FOR RELAXATION IS MENTIONED BELOW AS PER THE DECISION OF THE BOARD IN ITS 272nd BOARD MEETING HELD ON 30th JUNE, 2017:

“Candidate having higher qualification joining in a lower post will be eligible to apply for higher post after completion of bond period even if the course completed is through correspondence or distance education. If an employee has acquired higher qualification before joining NSC or acquires higher qualification with prior approval during his service period, he will be eligible to apply for higher post after completing four years service, even if the course is through correspondence or distance education”



NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF MANAGEMENT TRAINEE (Asstt. Co. Secy.)
(As approved by the Board in their ~~288th~~ Meeting held on ~~28-02-2020~~)

1	Name of the Post	Management Trainee (Asstt. Co. Secy.)
2	Classification after absorption	Group "A" (E-1)
3	Scale of Pay after absorption	Rs. 40000-140000 /-
4	Maximum age limit for General category	Not exceeding 27* years as on last date of receipt of applications.
5	Educational Qualification	Graduate with Associate Membership of the Institute of Company Secretaries of India with desirable qualification of Professional Degree in Law. Knowledge of Computer (MS Office) is mandatory.
6	Period of Training	One year training which is extendable by a maximum period of 06 months.
7	Stipend	Consolidated amount equal to basic pay of Rs. 40000/- per month + DA applicable on the date of advertisement and HRA at applicable rates OR single seated rent free hostel accommodation depending upon the place of posting. The amount of stipend will remain same during the training period unless otherwise revised by the Management.
8	Terms & Conditions	On successful completion of training period of one year/extended period and satisfactory performance during training and personal interview, the Management Trainee may be considered for absorption as Assistant Co. Secy-cum-AM(Legal) in the scale of pay of Rs. 40000-140000 /-. Selected candidates have to execute surety bond of Rs. 3,00,000/- (Rs. 1,50,000 for SC/ ST) to the Corporation on non-judicial stamp paper of Rs. 100/- to complete the training and to serve the Corporation for a minimum period of three years after successful completion of training period and absorption. Management Trainees not absorbed by the Corporation will be given a certificate on completion of training without any obligation on the part of Corporation for future employment.
9	Method of Recruitment	100% by direct Recruitment

***Not applicable for existing Departmental Candidates**

Note: All above essential and additional educational qualification must be of full time Course/Degree/Diploma from a reputed Institution/University for Direct Recruitment (not applicable for existing departmental candidates as per decision taken by Board in its 272nd Board Meeting held on 30th June, 2017)

NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF ASSISTANT Co. SECY-CUM-AM (LEGAL)
(As approved by the Board in their 253rd Meeting held on 28-02-2017)

1.	Name of Post	Assistant Co. Secy-cum-AM(Legal)
2.	Classification	Group 'A' Post (E-1)
3.	Scale of Pay	Rs.40000-140000
4.	Age limit for direct recruitment	Not exceeding 30* years as on closing date of vacancy notification
5.	Educational and other Qualifications for direct recruitment.	<u>Essential Qualifications & Experience :</u> <u>Qualification:</u> Graduate with Associate Membership of the Institute of Company Secretaries of India with desirable qualification of Professional Degree in Law. <u>Experience:</u> Post qualification experience of 2 years in handling Company Secretariat matters in a large Organization/PSU <u>OR</u> 2 years post qualification experience of working as an Advocate attached with an experienced lawyer or Law firm dealing with Corporate Law/Affairs matters or large organization/PSU. Those working in PSU should have 2 years experience of Company Secretariat matters in the scale of Rs 30000–120000 (E-0) <u>OR</u> 5 years experience in the scale of Rs. 26500 – 92000.
6.	Method of Recruitment.	60% by direct recruitment and 40% by promotion of officers working in Legal Cell/Company Secretariat discipline in the scale of Rs.30000-120000 (E-0) having following specifications: Graduate with Associate Membership of the Institute of Company Secretaries of India with desirable qualification of professional degree in law from a recognized Indian University/Institution and dealing with Company Secretariat matters. - 4 Years
7.	Period of Probation	One year, extendable by maximum period of one more year in two phases (i.e. six months at a time), if considered necessary..

***Not applicable for existing Departmental Candidates**

Note: All above essential and additional educational qualification must be of full time Course/Degree/Diploma from a reputed Institution/University for Direct Recruitment (not applicable for existing departmental candidates as per decision taken by Board in its 272nd Board Meeting held on 30th June, 2017)



NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF DEPUTY CO. SECY.-CUM-MANAGER (LEGAL)
(As approved by the Board in their ~~28th~~ Meeting held on ~~28-02-2020~~)

1.	Name of post	Deputy Co. Secy.-cum-Manager (Legal)
2.	Classification	Group 'A' Post (E-2)
3.	Scale of pay	Rs. 50000-160000
4.	Method of recruitment	By Promotion of Asstt. Managers working in Legal/Company Secretariat discipline in the scale of Rs.40000-140000 (E-1) having following specifications: Graduate with Associate Membership of the Institute of Company Secretaries of India with desirable qualification of professional degree in law from a recognized Indian University/Institution and dealing with Company Secretariat matters.
5.	Period of Probation	One year, extendable by a maximum period of one more year in two phases (i.e. six months at a time), if considered necessary.

ACCELERATED PROMOTION CHANNEL: Those employees fulfilling conditions mentioned at S.No. 4 and possessing advertised essential educational qualification of Management Trainee of relevant discipline will be considered for accelerated promotion in 3 years subject to consecutive "Very Good" & above APAR grading with minimum 80 marks in each year and 82 marks as average of the years under consideration.



NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF ASSISTANT GENERAL MANAGER (LEGAL
CUM COMPANY SECRETARY)

(As approved by the Board in their ~~228th~~ Meeting held on ~~28-02-2020~~)

1.	Name of post	Assistant General Manager (Company Secretary-cum-Legal)
2.	Classification	Group 'A' Post (E-3)
3.	Scale of pay	Rs. 60000-180000
4.	Method of recruitment	By Promotion of Manager (Legal)/Deputy Co. Secy-cum-Manager (Legal) working in Legal Cell/Company Secretariat discipline in the scale of Rs. 50000-160000 (E-2) having following specifications:- Graduate with Associate Membership of - 4 Years the Institute of Company Secretaries of India with desirable qualification of professional degree in law from a recognized Indian University/Institution and dealing with Company Secretariat matters.
5.	Period of Probation	One year, extendable by a maximum period of one more year in two phases (i.e. six months at a time), if considered necessary.

ACCELERATED PROMOTION CHANNEL: Those employees fulfilling conditions mentioned at S.No. 4 and possessing advertised essential educational qualification of Management Trainee of relevant discipline will be considered for accelerated promotion in 3 years subject to consecutive "Very Good" & above APAR grading with minimum 80 marks in each year and 82 marks as average of the years under consideration.



NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF DEPUTY GENERAL MANAGER (CORPORATE
AFFAIRS) & COMPANY SECRETARY
(As approved by the Board in their ~~285th~~ Meeting held on ~~28-02-2020~~)

1.	Name of Post	Deputy General Manager (Corporate Affairs) & Company Secretary
2.	Classification	Group 'A' Post (E-4)
3.	Scale of Pay	Rs. 70000-200000
4.	Age limit for direct recruitment	Not exceeding 50* years as on closing date of vacancy notification.
5.	Educational and other qualifications for direct recruitment.	<u>Essential Educational Qualifications & Experience :</u> <u>Educational Qualification(s):</u> Graduate with Associate Membership of the Institute of Company Secretaries of India with desirable qualification of Professional Degree in Law. <u>Experience:</u> 10 years post qualification experience in the related field, being responsible for handling company Secretariat matters in large organization/PSU having manpower of more than 500 regular employees, out of which 8 years should be in Senior Managerial position (equal to E-2 level of NSC) in related field. Should be well versed in corporate laws and allied matters. Weightage will be given to those having handled similar functions in an independent capacity and to those who have additional professional qualifications in Finance, Personnel or Legal disciplines. Those working in PSUs/. Govt. should have 2 years experience in the next below scale of Rs.60000-180000 <u>OR</u> 5 years experience in the scale of pay of Rs.50000-160000 and above or equivalent in related field.
6.	Method of Recruitment.	By promotion of Assistant General Manager (Company Secretary-cum-Legal) working in Company Secretariat discipline in the scale of Rs.60000-180000 (E-3) having following specifications or by direct recruitment. Graduate with Associate Membership of the - 4 Years Institute of Company Secretaries of India with desirable qualification of professional degree in law from a recognized Indian University/Institution and dealing with Company Secretariat matters.
7.	Period of Probation	One year, extendable by maximum period of one more year in two phases (i.e. six months at a time), if considered necessary..

***Not applicable for existing Departmental Candidates**

Note: All above essential and additional educational qualification must be of full time Course/Degree/Diploma from a reputed Institution/University for Direct Recruitment (not applicable for existing departmental candidates as per decision taken by Board in its 272nd Board Meeting held on 30th June, 2017)

ACCELERATED PROMOTION CHANNEL: Those employees fulfilling conditions mentioned at S.No. 6 and possessing advertised essential educational qualification of Management Trainee of relevant discipline will be considered for accelerated promotion in 3 years subject to consecutive "Very Good" & above APAR grading with minimum 80 marks in each year and 82 marks as average of the years under consideration.

NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF ADDITIONAL GENERAL MANAGER
(CORPORATE AFFAIRS) & COMPANY SECRETARY
(As approved by the Board in their ~~28th~~ Meeting held on ~~28-02-2020~~)

1.	Name of post	Additional General Manager (Corporate Affairs) & Company Secretary
2.	Classification	Group 'A' Post (E-5)
3.	Scale of pay	Rs. 80000-220000
4.	Method of recruitment	By Promotion of DGM (Corporate Affairs) & Company Secretary working in Company Secretariat discipline in the scale of Rs. 70000-200000 (E-4) having following specifications: Graduate with Associate Membership of the - 4 Years Institute of Company Secretaries of India with desirable qualification of professional degree in law from a recognized Indian University/Institution and dealing with Company Secretariat matters.
5.	Period of Probation	One year, extendable by a maximum period of one more year in two phases (i.e. six months at a time), if considered necessary.

ACCELERATED PROMOTION CHANNEL: Those employees fulfilling conditions mentioned at S.No. 4 and possessing advertised essential educational qualification of Management Trainee of relevant discipline will be considered for accelerated promotion in 3 years subject to consecutive "Very Good" & above APAR grading with minimum 80 marks in each year and 82 marks as average of the years under consideration.



NATIONAL SEEDS CORPORATION LIMITED
RECRUITMENT RULES FOR THE POST OF GENERAL MANAGER (CORPORATE AFFAIRS)
& COMPANY SECRETARY

(As approved by the Board in their ~~288th~~ Meeting held on ~~28-02-2020~~)

1.	Name of Post	General Manager (Corporate Affairs) & Company Secretary
2.	Classification	Group 'A' Post (E-6)
3.	Scale of Pay	Rs.90000-240000
4.	Method of Recruitment.	By promotion of Additional General Manager (Corporate Affairs) & Company Secretary working in Company Secretariat discipline in the scale of Rs.80000-220000 (E-5) having following specifications Graduate with Associate Membership of - 3 Years the Institute of Company Secretaries of India with desirable qualification of professional degree in law from a recognized Indian University/Institution and dealing with Company Secretariat matters.
5.	Period of Probation	One year, extendable by maximum period of one more year in two phases (i.e. six months at a time), if considered necessary..

ACCELERATED PROMOTION CHANNEL: Those employees fulfilling conditions mentioned at S.No. 4 and possessing advertised essential educational qualification of Management Trainee of relevant discipline will be considered for accelerated promotion in 2 years subject to consecutive "Very Good" & above APAR grading with minimum 80 marks in each year and 82 marks as average of the years under consideration.

