



(A Joint venture of The Fertilisers & Chemicals Travancore Ltd & Rashtriya Chemicals & Fertilisers Ltd)

Factory & Admn Office: FACT Cochin Division campus, Ambalamedu.P.O, Kochi, Kerala,  
Tel:484-2720003,Email: [frbl@factltd.com](mailto:frbl@factltd.com), [linarajhr@gmail.com](mailto:linarajhr@gmail.com),  
website: [www.frbl.co.in](http://www.frbl.co.in)

## **VACANCY NOTIFICATION**

Post: **Store Keeper cum Office Assistant**

Recruitment Notification No: **FRBL/HR/Rect-2082 dated 22-11-2018**

1. FACT RCF BUILDING PRODUCTS LIMITED (FRBL) Ambalamedu, Kochi, Kerala 682303- a joint venture company promoted by FERTILISERS AND CHEMICALS TRAVANCORE LTD (FACT) Kochi and RASTHTRIYA CHEMICALS & FERTILISERS LTD Mumbai, two Govt of India Enterprises - invites application from eligible candidates for the post of **Store Keeper Cum Office Assistant** on contract basis for a period of one year at its gypsum based rapid building walls manufacturing unit at Ambalamedu. The details regarding Qualification and experience are as follows.
2. **Essential Qualification:**  
Graduation in Commerce (BCom) / Logistic Management / Ware House Management  
And  
Certificate in Tally
3. **Experience:**  
Experience in stores management preferred. Knowledge in Office Automation, MS Office, Database management and other software packages and have Good communication skill in English.
4. **Age:**  
Maximum age limit is 25 years as on 01-12-2018.
5. Since the job involves shift working, outside duty, only male candidates are eligible to apply.
6. **Consolidated Pay:**  
Consolidated Pay during the first year of contract will be Rs.14025/-and statutory benefits as applicable.
7. **Method of Selection:**  
Selection will be made based on written test.
8. **How to apply:**  
Candidate should visit FRBL website [www.frbl.co.in](http://www.frbl.co.in), read the notification and instruction given therein and download the application form and filling it manually and submit.

- 8.1 Candidates should provide a valid Email id, mobile /contact number for further communications.
- 8.2 Last date for submitting Application is 08-12-2018.
- 8.3 Applications on prescribed format along with true copies of Degree Certificate, mark list, Certificate in Tally, experience, age proof, SSLC etc. may be forwarded to Manager (HR&ADMN) FRBL, Ambalamedu P.O .Kochi, 682303.
9. **General:**  
Any further notifications / modifications shall be published in our website, No individual correspondence will be made.
- 9.1 Appointment will be subject to the candidate being medically fit as per the standards prescribed for the post by the company. Every candidate who is offered appointment shall be required to obtain medical fitness certificate before being considered for appointment to the Services of the Company.
- 9.2 The decision of FRBL about the mode of selection, number of Posts, eligibility condition, short listing of candidates etc., shall be final and binding. No correspondence will be entertained in this regard. The company reserves the right to fill or not to fill all or any of the above positions without assigning any reason whatsoever.
- 9.3 The Company reserves the right to debar/disqualify any candidate at any stage of selection proceedings for any reason whatsoever. The company's decision shall be final in this regard.

Manager (HR & Admn)

Ambalamedu  
22-11-2018