



## 9. SELECTION PROCESS

### A. Computer Based Test (CBT)

- i. The candidates will be called for Computer Based Test (CBT) based on the information provided by them in the online application. It should be noted that candidature of all the applicants would be provisional and would be allowed to appear in CBT on the presumption that they meet the eligibility criteria for the post which they have applied for. Their candidature would, however, be subject to meeting of advertised eligibility criteria and verification of certificates & testimonials etc. at the time of document verification/joining.
- ii. Candidates will be required to appear for computer based online objective type test, on the day, date, time & venue as mentioned in the Admit card, which shall be uploaded on RFCL's website. The candidates will be allowed to appear in Computer Based Test only if they possess the valid Photo Admit Card indicating roll number, name & address of the allocated test center and guidelines for the test. Photo Admit Card in respect of such eligible & provisionally shortlisted candidates will be made available on RFCL's website: <https://www.rfcl.co.in> → **Careers** and such candidates will also be intimated for the same through SMS on their mobile number & through email on their E-Mail ID as mentioned in their online application form. Candidates have to download their Admit Card from the website for appearing in online test. Admit Cards will not be sent by post. RFCL will not be responsible for any delay or non-delivery of intimation sent electronically through SMS or e-mail, as the case may be or inactiveness of e-mail account submitted by the candidate during online registration. No other communication will be sent to such candidates for this purpose. Hence, candidates are advised to regularly check their e-mail account (including junk mailbox) for any communication from RFCL. Responsibility of receiving, downloading and printing of admit card/any other information shall be of the candidate.
- iii. The test will be conducted tentatively at Ahmedabad, Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Delhi & NCR, Guwahati, Hyderabad, Indore, Jabalpur, Jaipur, Jammu, Karimnagar, Kolkata, Kurnool, Lucknow, Nagpur, Mangalore, Mumbai, Patna, Pune, Raipur, Ranchi, Vijaywada, Vishakhapatnam, Warangal. Candidates would be required to select two preferences of above-mentioned cities for giving their online examination. However, RFCL will not be bound to allocate Centre in the preferred city(ies) as indicated by the candidates in their online application form. No request for change of examination centre will be entertained after final submission of online application form. RFCL reserves the right to cancel or add any center depending upon the response of candidates or any other reasons/circumstances in a particular area/centre.
- iv. Candidates have to make their own arrangement for travelling, lodging and boarding for appearing in the test and no TA will be paid in this regard.
- v. The Computer Based Test (CBT) for the above mentioned posts will be held on the same day unless it is not possible to conduct the same due to any unforeseen or technical reasons. In case of any mishappening or delay or rescheduling the test for either of the posts at any or all of the test centres, candidates would be communicated fresh date of test and no queries will be entertained in this regard. In the event of rescheduling of test or change of any test centre due to unforeseen or technical reasons, candidates would have



to make their own arrangement to attend the test and RFCL shall not be held liable for such delay/rescheduling of online test and no TA will be paid for appearing in the test on this account also.

- vi. The Computer Based Test (CBT) will have two parts, Discipline related and Aptitude related. Medium of Test will be in Hindi and English. Duration of test will be 02 hours (120 minutes). The total number of questions will be 150, of one mark each, out of which 100 questions would be from mix of course curriculum of qualifying examination i.e. ITI, as applicable for each post & discipline, and 50 questions from General English, Quantitative Aptitude, Reasoning & General Knowledge /Awareness. There will be no negative marking for wrong answer. The examination level of the domain subject will be of minimum prescribed educational qualification, as applicable for each post.
- vii. The date of test shall be communicated to the candidates through Admit Card to be downloaded from RFCL website <https://www.rfcl.co.in> → **Careers**. No request for change in examination centre and date would be entertained.
- viii. Mere issuance of Admit card shall not imply acceptance of candidature. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or even after joining, if any information provided by the candidate is found to be false or not in conformity with the advertised eligibility criteria at any stage.

#### **B. Skill (Trade) Test**

- i. Skill (Trade) Test may be conducted at RFCL Unit, Ramagundam or any other notified place. Details regarding Skill (Trade) Test shall be displayed on RFCL website <https://www.rfcl.co.in> → **Careers**.

#### **C. Final Selection**

- i. Final selection of candidates shall be made on the basis of the marks obtained in computer based test. In case, Skill (Trade) Test is also conducted, final selection shall be based on performance in Computer Based Test and Skill (Trade) Test. Candidates would be empaneled Discipline-wise/Category- wise in order of merit for issuing offer of appointment.
- ii. Separate merit list will be drawn for General/SC/ST/OBC(NCL)/EWS candidates with reference to the number of available vacancies for each category.
- iii. In case two or more candidates score equal marks in the computer based test, percentage of marks in the qualifying examination i.e. ITI would be considered for drawing up merit list. In case percentage of marks are also equal in the qualifying examination, the date of birth of the candidates will be considered for preparing merit list i.e. the candidates born earlier will be considered as senior in the merit list.

#### **D. Appointment and Placement**

Candidature of the applicant would be provisional and subject to subsequent verification of Degree certificates/testimonials, Caste/PwBD/ExSM etc. Candidature of the candidate is liable to be rejected if it is found that he/she does not meet the advertised eligibility criteria for the



post he/she has applied for, irrespective of his/her merit position on the basis of marks secured in selection process.

Selected candidates will be posted in **Ramagundam Unit of RFCL**. However, they may be posted in any Units/Office of RFCL at any point of time at the discretion of the Management. Only candidates willing to serve anywhere in India need to apply. Candidates selected would be required to work in general and/or rotating shifts depending upon work exigencies.

No person shall be appointed to a post in the Company unless he/she has been medically examined, certified and declared as fit for employment by the Medical Officer of the Company or Medical Officer not below the rank of a Civil Surgeon/ Chief Medical Officer/ Medical Superintendent of State/ Government Hospitals.

The appointment will be provisional and subject to verification of Character & Antecedents and Caste / PwBD Certificate from the concerned District Authorities/Competent Authorities.

## 10. GENERAL INSTRUCTIONS

- (a) Only Indian Nationals are eligible to apply.
- (b) Candidates are advised to carefully read the full advertisement and ascertain their eligibility before submitting their online applications.
- (c) 10<sup>th</sup>/Matriculation is the authentic document required for the verification of the date of birth.
- (d) Details once submitted in the online application form will be final and any request for any change including change in correspondence address/email address/mobile number/ category shall not be entertained. Candidates are, therefore, advised to carefully fill up their online application carefully.
- (e) Candidates shortlisted based on the marks secured in online examination and found prima-facie eligible based on the online application submitted will be called for participating in the Selection Process.
- (f) The essential/mandatory educational qualification is the minimum criteria and mere possession of the same by the candidate does not entitle him/her for participating in the selection process. RFCL's decision on all the matters relating to eligibility, acceptance or rejection of the application, mode of shortlisting or selection, cancellation of the selection process etc. shall be final & binding. No queries or correspondence shall be entertained in this regard.
- (g) Mere admission to the selection process does not imply that RFCL is satisfied about candidates' eligibility. The candidates should ensure that the details mentioned in the application form are correct and are in conformity with the eligibility criteria for the post applied for, as mentioned in the advertisement.