



TAMIL NADU NEWSPRINT AND PAPERS LIMITED

TNPL, a well known Paper Manufacturing Company with a turnover of over ₹ 3000 Crore requires the following personnel for its Corporate Office at Chennai:

| Sl. No. | Name of the post | No. of posts | Reservation | Scale of Pay ₹ | Monthly CTC at the minimum of Pay Scale as of 01.01.2018 ₹ |
|---------|---------------------------------------|--------------|-------------|--|--|
| 1 | Junior Steno-Typist Grade-III Trainee | 2 | GT-1; SC-1 | Training Period – 2 years: 1st Year Stipend: ₹9,750/- p.m. 2nd Year Stipend: ₹11,250/- p.m. (On successful completion of Training, the Trainees will be absorbed as Junior Steno-Typist Grade-III and placed in the Pay Scale of ₹7734-91-8189-99-8684-108-9224. | |

For details relating to age, qualification, experience, etc, please visit TNPL's website: www.tnpl.com. Bio-data format is available in our website.

Candidates who conform to the job requirements as given in the website may apply in the prescribed format by post in strict confidence superscribing the name of the post within 15 days from the date of release of this advertisement to:

**GENERAL MANAGER (CORPORATE TECHNICAL CELL)
TAMIL NADU NEWSPRINT AND PAPERS LIMITED
NO.67, MOUNT ROAD, GUINDY, CHENNAI – 600 032, TAMIL NADU**

giving full details of age, qualification with year of passing, experience, community, salary drawn and position being held along with copies of testimonials towards proof for the same.

Applicants should enclose documentary proof for Date of Birth, Community, Educational Qualifications, Class & Percentage of Marks, Experience, salary drawn, etc, along with the Bio-data form. Bio-data form with insufficient documentary proof will be summarily rejected.

Date of Advertisement: 05.01.2018

Last Date for receipt of applications: 19.01.2018

DIPR/12/Display/2018

www.tnpl.com



TAMILNADU NEWSPRINT AND PAPERS LIMITED

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1. JUNIOR STENO-TYPIST GRADE-III TRAINEE :

| | | |
|---------------------------|---|--|
| No. of vacancies | : | 2 (Two) |
| Reservation | : | General Turn-1; SC-1 |
| Qualification | : | Graduation in any discipline (other than Engineering Degree) with English Typewriting Higher Grade (45 wpm) and English Shorthand Lower Grade (80 wpm). Preference will be given to candidates with additional qualifications in Diploma in Computer Applications / Tamil Typewriting. |
| Age | : | <u>Maximum Age as on 01/01/2018:</u> General Turn : 25 years SC : 30 years |
| Training Period & Stipend | : | Training Period : 2 years. <u>Stipend:</u> 1st Year : Rs.9,750/- p.m. 2nd Year : Rs.11,250/- p.m. On successful completion of Training, the Trainees will be absorbed as Junior Steno-Typist Grade-III and placed in the Pay Scale of Rs.7734-91-8189-99-8684-108-9224. |
| Place of work | : | Corporate Office, Chennai |

Candidates conforming to the above norms will be required to undergo Written Test.