



NATIONAL FERTILIZERS LIMITED
A-11, SECTOR -24, NOIDA - 201301
DISTT. GAUTAM BUDH NAGAR, U.P.
PHONE: 0120-2412294, 2412445, FAX: 0120-2412397

Advertisement No.: NFL/01(Consultant)/2022

Dated: 30.11.2022

Engagement of Consultants on purely contractual basis

National Fertilizers Limited (NFL), a Mini-Ratna, premier profit-making Central Public Sector Undertaking engaged in manufacturing and marketing of fertilizers and other agricultural inputs. The Company is looking for experienced professionals for engagement as Consultants on purely contract basis for Publication and Web-Designing/ Developing of e-Magazine. The Consultants shall be required to work from NFL, NOIDA.

A. SCOPE OF WORK: The services of experienced professionals are required for assistance in publication of E-magazine.

B. JOB PROFILE (DUTIES AND RESPONSIBILITIES):

1. **Sr. Consultant (Publication):** “Planning and producing web and print articles, developing new business sources for articles, creating special reports, assisting in shaping the editorial calendar, researching and verifying data and sources for stories, using social media to push stories, build traffic on social channels and distribute content. Proof reading material for accuracy, photographing events or story subjects, assisting in designing the layout of publications, copy editing and writing headlines and photo captions.”
2. **Jr. Consultant (Publication):** “Planning and producing web and print articles, developing new business sources for articles, creating special reports, assisting in shaping the editorial calendar, researching and verifying data and sources for stories, using social media to push stories, build traffic on social channels and distribute content, proof reading material for accuracy, photographing events or story subjects, assisting in designing the layout of publications, copy editing and writing headlines and photo captions.”
3. **Jr. Consultant (Web Designer/ Developer):** Designing and layout of E-magazine, maintaining website, etc. Responsible for the coding, innovative design, layout of our website, building website from concept all the way to completion from the bottom up, fashioning everything from the home page to site layout and function, Develop and deploy new features to facilitate related procedures and tools if necessary e.g. Book View (eBook) animation using code, Must be proficient in Core PHP, MySQL, CSS3, HTML5, JavaScript, AJAX, Magneto, jQuery and WordPress, Maintaining existing codebase, to include troubleshooting bugs and adding new features, Must be able to secure the website from the hacking attack, Must have the capacity to work independently and also as a part of a team, Ability to analyse project and understand NFL’s requirements, Required key skills and Qualifications, Good understanding of front-end technologies, including HTML5, CSS3, JavaScript, Experience building user interfaces for websites and/or web applications, Experience designing and developing responsive design websites, Comfortable working with debugging tools like Firebug, Chrome inspector, etc, Ability to understand CSS changes and their implications to ensure consistent style across platforms and browsers, Ability to convert comprehensive layout and wireframes into working HTML pages, Knowledge of how to interact with RESTful APIs and formats (JSON, XML), Proficient understanding of code versioning tools, Strong understanding of PHP back-end development.

C. ESSENTIAL QUALIFICATION & EXPERIENCE:

Name of Post & No. of Vacancies	Maximum Age	Experience	Qualification
Sr. Consultant (Publication) 01 No.	45 years	12 Years' experience in Publication.	Bachelor Degree in Journalism and Mass Communication/ Journalism & Communication/ Mass Communication/ Journalism/ Journalism & Digital Content/ Media & Digital Journalism.
Jr. Consultant (Publication) 01 No.	35 years	4 Years' experience in Publication.	Bachelor Degree in Journalism and Mass Communication/ Journalism & Communication/ Mass Communication/ Journalism/ Journalism & Digital Content/ Media & Digital Journalism.
Jr. Consultant (Web Designer/ Developer) 01 No.	35 years	4 Years' experience in PHP/ WordPress Developer with mandatory experience on Frameworks, latest Backend and Frontend Technologies.	Bachelor Degree in Information Technology (IT)/ Computer Science (CS)/ Animation

D. CUT OFF DATE FOR RECKONING ELIGIBILITY shall be 31.10.2022 for all purposes of this advertisement.

E. PERIOD OF ENGAGEMENT:

The engagement shall be purely on contract basis for a period of one year from the date of joining. The engagement can be extended for a further period of six months at the sole discretion of Management based on administrative requirement and /or performance of the engaged professional.

The services of above incumbents may be terminated at any point of time without assigning any reason therefor.

F. PROFESSIONAL FEE:

S. No.	Post	Professional Fee
1.	Sr. Consultant (Publication)	Rs.1,20,000/- per month
2.	Jr. Consultant (Publication)	Rs.85,000/- per month
3.	Jr. Consultant (Web Designer/ Developer)	Rs.85,000/- per month

The payment shall be made on pro-rata basis depending upon actual days of attendance (except holidays/ authorized leaves). Income Tax shall be deducted as per rules. No conveyance allowance shall be provided for coming to or going from office.

Reimbursement of Mobile bill facility limited to Rs.375/- per month for Sr. Consultant (Publication) and Rs.315/- per month for Jr. Consultant (Publication) and Jr. Consultant (Web Designer/ Developer).

The engaged persons will have no right to claim any additional remuneration/ compensation whatsoever.

In case travelling outside Headquarter (Noida) in the context of work/ assignment is required, Sr. Consultant and Junior Consultant would be allowed to travel by Rail in AC II/ AC CC class and by road through own car and two wheelers respectively as per Company approved Mileage rates.

G. LEAVE:

1 day's Leave per month on pro rata basis shall be admissible during the period of engagement which is allowed to be carried forward but not beyond six months.

H. SELECTION PROCEDURE:

Candidates meeting the eligibility criteria will be provisionally shortlisted and called for personal interview. Selection shall be made according to merit drawn on the basis of performance of shortlisted candidates in the interview process.

Candidates are required to qualify in the Personal Interview with minimum average of 50% marks.

No Travelling Allowance would be payable for attending the interview or joining/ reporting for duty upon selection.

I. HOW TO APPLY

1. Interested candidates may submit their application in the prescribed proforma, which should be duly filled-in alongwith self-attested copies of certificates regarding date of birth, educational qualifications, post qualification work- experience Certificate(s) and Relieving Order from last employer (if not presently employed). The application in a sealed envelope cover super-scribed with “Application for the engagement as Sr. Consultant (Publication)/ Jr. Consultant (Publication) / Jr. Consultant (Web Designer/ Developer)” should be addressed to: **“Deputy General Manager (HR), National Fertilizers Limited, A-11, Sector 24, NOIDA, 201301.**
2. The last date for receipt of duly filled application is **15 days** from the date of publication unless extended and notified on NFL’s website.
3. Application should be duly signed by the applicant and all requisite documents as mentioned at clause I.1 should be enclosed with the application.
4. Scrutiny and short listing of applications would be done on the basis of documents enclosed with the prescribed application form. All communication with the candidates would be made on the e-mail id submitted by them in their application proforma.

J. GENERAL INSTRUCTIONS

1. Canvassing in any form shall disqualify the candidate for the subject engagement.
2. Only short listed candidates who are found eligible based on the application submitted will be called for participating in the Selection Process. In case the applicant does not receive any communication within 90 days from the date of publication of this advertisement, it may be presumed that he/she has not been short listed for the Selection Process.
3. Any corrigendum/addendum/errata in respect of this advertisement shall be displayed only on NFL’s website www.nationalfertilizers.com under the head “Careers”. No further press advertisement will be issued. Hence prospective applicants are advised to visit NFL website regularly for latest update with regard to this advertisement.
4. The engaged persons will not have any right to claim regular employment or any additional remuneration except what has been mentioned in clause ‘F’ above.
5. The contractual engagement is subject to termination by either party by giving one month notice or payment of Professional Fee in lieu thereof. Provided always that in the event of the engagement being terminated for misconduct, no notice or payment in lieu thereof shall be payable.

**Dy. GM (HR)
NFL**
