

Annexure – III

APPLICATION FORM
(for the posts below Manager Cadre)

Please affix recent
passport size photo
here

Post applied for	
Advertisement No. and Date	

1.	Name of the Candidate (in BLOCK LETTERS)										
2.	Gender (Tick in relevant Box)	Male		Female							
3.	Date of Birth	Date			Month			Year			
4.	Age as on 1 st Jan /1 st July of the year (as the case may be) (in completed years)										
5.	Father's Name										
6.	Mother's Name										
7.	Marital Status (Tick in relevant Box)	Married		Unmarried							
8.	Spouse Name Husband / Wife										
9.	If applicant is Female	Widow		Destitute Widow		Others					
10.	Place of Birth										
11.	Native District and State										
12.	If other than TN, Specify the Name of the State										
13.	Mother Tongue										
14.	Other languages known										
15.	Nationality (Tick in relevant Box)	Indian		Others							
16.	Religion (Please specify)										
17.	Address for Communication										
	Door No.	Street Name:									
	City/Village:	District:									
	State:									Pin code:	

18	Permanent Address										
	Door No.		Street Name:								
	City/Village:				District:						
	State:				Pin code:						
19.	Communal Category (Please tick in relevant box)		OC	BC	MBC	SC	SC(A)	ST	DNC		
20.	Name of the Sub Caste										
a.	Community Certificate No.										
b.	Date of Issue		Date			Month			Year		
c.	Issuing Authority										
d.	Name of the Taluk										
e.	Name of the District										
21.	Are you a Differently Abled Person?		Yes			No					
	If yes, please specify										
22.	Whether coming under priority? If yes, tick the relevant box		DW	Inter caste Marriage	Ex-Service man dependents of Ex-service man, dependents of serving Army personnel's	Freedom Fighter and Thiyagis for Tamil language	Burma / Ceylon Repatriate	Owner of the land acquired by Govt.	Physically Handi-capped exclusively Ortho	Orphans	Not applicable
a.	Certificate No.										
b.	Date of Issue		Date			Month			Year		
c.	Issuing Authority										
d.	Name of the District										
e.	Name of the Taluk										
23.	Educational Qualification	Medium of Instruction	Name of the Institution			Year of passing	Total Marks	Marks Secured	%	Grade / Class	
a.	S.S.L.C										
b.	H.S.C (+2)										
c.	ITI/Teacher Training (2 years)										

d.	Diploma							
e.	Degree (3 years)							
f.	Diploma in Co.op.							
g.	Post Graduate Degree							
h.	M. Phil							
i.	Ph. D							
j.	PG Diploma							
k.	Typing Tamil							
l.	Typing English							
m.	Shorthand in Tamil							
n.	Shorthand in English							
o.	Others							
24.	Details of Previous employment if any	Name and address of the Institution	Designation	Scale of Pay	From	To		
25	Details of conviction / Punishment / Disqualification / criminal case, disciplinary proceedings etc., if any							
26.	Mobile No. / Phone No							

27. Declaration:

I, hereby, declare that all the particulars furnished in this application are true, correct and complete to the best of my knowledge and belief. In the event of any information being found false or incorrect or ineligibility being detected before or after the examination, action can be taken against me by TCMPF Ltd / DCMPU.

Date:

Place:

Signature of the Candidate

Encl : 1. Self attested xerox copies of Certificates

2. Self Addressed envelope -3 Nos. (Size 27 x 11 cm)

3. Self addressed post card

Annexure – III (a)

**Format for Envelope for submission of filled in applications
(Please write following on the envelope)**

APPLICATION FOR THE POST OF

Advertisement No. -’2016

To

The Managing Director,
TCMPF,
Aavin Illam, Chennai – 600 051

From

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Annexure – V

Tamil Nadu Cooperative Milk Producers' Federation Limited

“ADDITIONAL INFORMATION AND INSTRUCTIONS TO THE CANDIDATES”

1. Name and address : The Tamilnadu Co-operative Milk Producers' Federation Limited, Aavin Illam, Madhavaram Milk Colony, Chennai 600 051.
2. Jurisdiction of the Federation : Chennai, NJ&SF Ooty and Tiruvannamalai
3. Name of the post and vacancies to be filled up and educational qualification prescribed

Sl. No.	Name of the post	Pay scale	No of vacancies	Educational Qualification prescribed	Place of vacancy
1	Manager (Admin)	Rs.9300-34800+GP5100	3	Must possess any degree with M.B.A., with specialization in Human Resources and Industrial Relations or any degree with 2 years Post Graduate Diploma in Personnel Management and Industrial Relations.	Chennai
2	Manager (Engineering)	Rs.9300-34800+GP4700	3	Must possess a Degree in Electrical/Electronics and communication/Instrumentation / Automobile / Mechanical Engineering from a recognized university	Chennai
3	Manager (Veterinary)	Rs.9300-34800+GP4700	2	Must possess a Degree in Veterinary science from a recognized university	NJ&SF Ooty
4	Deputy Manager (Dairying)	Rs.9300-34800+GP4400	3	Must possess Degree with IDD / NDD or Post Graduate Degree in Dairy science / Dairying or B.Tech in food Technology / Dairy Technology / Food processing from any approved institutions.	1 vacancy at Chennai and 2 vacancies at T.V.Malai
5	Deputy Manager (System)	Rs.9300-34800+GP4400	3	Must possess Bachelor Degree in Engineering (Information Technology) / (Computer Science) / Master of Computer Applications from a recognized university.	Chennai
6	Executive (Office)	Rs.5200-20200+GP2800	13	Must possess Post Graduate Degree and Diploma in Co-operative Management.	Chennai
7	Private Secretary Grade III	Rs.5200-20200+GP2800	10	1) Must possess a Degree in any discipline 2) Must have passed Typewriting English Higher Grade and Tamil Lower Grade and Shorthand English Higher Grade and Tamil Lower Grade.	9 vacancies at Chennai and 1 vacancy at T.V.Malai

8	Junior Executive (Office)	Rs.5200-20200+GP2400	4	1.Must be a Graduate in any discipline 2. Must possess a Diploma in Co-operative Management	Chennai
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4. Age for recruitment (as on 01.01.2016)

(i) Minimum age: 18 years

(ii) Maximum age: No age limit for SC, ST, BC and MBC candidates.
for others : 30 years

Relaxation upto 10 years for Differently abled candidates for all categories

If a candidate is eligible for more than one post mentioned above, he/she should send separate application for each post. The filled in application complete in all respects along with Xerox copies of required documents and other enclosures should be sent to the address mentioned in the advertisement either by Registered post or Speed post. If sent by any other mode it is the responsibility of the candidate to ensure the receipt of the application in the office before the last date and time mentioned in the advertisement. Management will not be responsible for postal delay if any. The envelope containing the application should be mentioned with the post to which the application relates.

The application and processing fee (only in respect of the post of Managers) at the rate of Rs.250/- should be sent through DD drawn in favour of “The Managing Director, TCMPF Ltd., Chennai – 51” along with the application (Candidates belonging to SC&ST community are exempted from the payment of application and processing fee).

**for Managing Director
TCMPF Ltd.,**