



## TAMIL NADU NEWSPRINT AND PAPERS LIMITED

TNPL, a well known Paper Manufacturing Company with a turnover of over ₹ 2300 Crore requires the following personnel for its Paper Mills at Kagithapuram, Karur District and for its Multilayer Double Coated Board Plant in Manapparai Taluk, Trichy District, Tamilnadu:

Sl. No.	Name of the post	No. of posts	Reservation	Scale of Pay (Pay Scales are under revision) ₹	Monthly CTC at the minimum of Pay Scale as of 01.08.2016 ₹
1	Manager (Accounts) /	7	GT-1; BC-1; MBC/DNC-2; SC-3	28000-800-36000	1,10,240/-
	Deputy Manager (Accounts) /			23500-600-29500	95,800/-
	Assistant Manager (Accounts) /			19500-500-24500	81,270/-
	Officer (Accounts)			16000-400-20000	68,040/-
2	Manager (HR) /	2	BC-1; BCM-1	28000-800-36000	1,10,240/-
	Deputy Manager (HR) /			23500-600-29500	95,800/-
	Assistant Manager (HR) /			19500-500-24500	81,270/-
	Officer (HR)			16000-400-20000	68,040/-
3	Assistant Manager (Stores) /	3	BC-1; SC-1; SCA-1	19500-500-24500	81,270/-
	Officer (Stores)			16000-400-20000	68,040/-

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



**TAMIL NADU NEWSPRINT AND PAPERS LIMITED**

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 (HR)  
TAMIL NADU NEWSPRINT AND PAPERS LIMITED  
KAGITHAPURAM – 639 136, KARUR DISTRICT, 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.

*Separate application is to be submitted for each post.*

*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: 10.08.2016**

**Last date for receipt of applications: 24.08.2016**

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**DIPR/842/Display/2016**

**[www.tnpl.com](http://www.tnpl.com)**



**TAMILNADU NEWSPRINT AND PAPERS LIMITED**

/ 1 /

**01. MANAGER (ACCOUNTS) / DEPUTY MANAGER (ACCOUNTS) / ASSISTANT MANAGER (ACCOUNTS) / OFFICER (ACCOUNTS):-**  
**(For Unit II)**

No. of vacancies	:	7
Reservation	:	GT-1; BC (other than BC Muslim)-1; MBC/DNC-2; SC-3
Qualification	:	CA / ICWAI
Age	:	<b><i>For Manager:-</i></b> Minimum 37 years as on 01/08/2016 <b><i>For Deputy Manager:-</i></b> Minimum 34 years as on 01/08/2016 <b><i>For Assistant Manager:-</i></b> Minimum 29 years as on 01/08/2016 <b><i>For Officer:-</i></b> Minimum 28 years as on 01/08/2016
Experience	:	<b><i>For Manager:-</i></b> Should have minimum 17 years of post qualification experience as on 01/08/2016 <b><i>For Deputy Manager:-</i></b> Should have minimum 14 years of post qualification experience as on 01/08/2016 <b><i>For Assistant Manager:-</i></b> Should have minimum 10 years of post qualification experience as on 01/08/2016 <b><i>For Officer:-</i></b> Should have minimum 8 years of post qualification experience as on 01/08/2016  Candidates should have worked in Finance and Accounts Department of a reputed manufacturing company and should have exposure in handling accounts, costing and MIS. Working experience in ERP environment is essential.



**02. MANAGER (HR) / DEPUTY MANAGER (HR) / ASSISTANT MANAGER (HR) / OFFICER (HR):-**  
**(For Unit II)**

No. of vacancies	:	2
Reservation	:	BC (other than BC Muslim)-1; BC Muslim -1
Qualification	:	Full time Arts / Science /Engineering Degree and First Class 2 years full time M.A. (Social Work) with specialization in Personnel Management / Industrial Relations / Labour Welfare / HRM <b>(or)</b> Full time Arts / Science / Engineering Degree and First Class 2 years full time MBA with specialization in HR
Age	:	<b>For Manager:-</b> Minimum 37 years as on 01/08/2016 <b>For Deputy Manager:-</b> Minimum 34 years as on 01/08/2016 <b>For Assistant Manager:-</b> Minimum 29 years as on 01/08/2016 <b>For Officer:-</b> Minimum 28 years as on 01/08/2016
Experience	:	<b>For Manager:-</b> Should have minimum 17 years of post qualification experience as on 01/08/2016. <b>For Deputy Manager:-</b> Should have minimum 14 years of post qualification experience as on 01/08/2016. <b>For Assistant Manager:-</b> Should have minimum 10 years of post qualification experience as on 01/08/2016. <b>For Officer:-</b> Should have minimum 8 years of post qualification experience as on 01/08/2016.  Should have been working in an organisation of repute in HR Department dealing with Recruitment, Performance Appraisal, Labour and Labour Laws, Labour Welfare, Training, Industrial Relations, Counseling, Grievance redressal, RTI, Corporate Social Responsibility, Legal, Administration etc.  Candidates should have fluency in spoken and written Tamil.  Knowledge in Computer and Computer Applications in HR will be an added advantage.  (Post qualification experience will be calculated after acquiring M.A. (Social Work) / MBA.)



**03. ASSISTANT MANAGER (STORES) /  
OFFICER (STORES):-  
(1 for Unit I and 2 for Unit II)**

No. of vacancies	:	3
Reservation	:	BC (other than BC Muslim)-1; SC-1; SCA-1
Qualification	:	First Class full time B.E. / B.Tech. in any branch of Engineering / Technology.
Age	:	<b><i>For Assistant Manager:-</i></b> Minimum 29 years as on 01/08/2016 <b><i>For Officer:-</i></b> Minimum 28 years as on 01/08/2016
Experience	:	<b><i>For Assistant Manager:-</i></b> Should have minimum 10 years of post qualification experience as on 01/08/2016. <b><i>For Officer:-</i></b> Should have minimum 8 years of post qualification experience as on 01/08/2016.  Should have been working in the Stores section of a large size Engineering industry or Pulp & Paper / Chemical / Fertilizer industries and involved in receiving various goods / materials after verification of various documents, safe storage, issue of materials against indents, stock monitoring, Inventory Control & Planning with overall knowledge of all Stores functions. Experience in computerized environment and ERP shall be an added advantage.