

**M.P. TRADE AND INVESTMENT  
FACILITATION CORPORATION LTD.**

(Government of Madhya Pradesh Undertaking)



**TRIFAC**

No. **58**TRIFAC/Estt./Seva Niyam-17/2018/ **4844** Bhopal, Dated / **09** 2018

To,

The Business Head,  
M.P. Online,  
4<sup>th</sup> Floor, DB City ,  
Corporate Park,  
Arera Hills,  
Opp. Zone -I , M.P Nagar,  
Bhopal-462011

Sub:- Recruitment for the post of Manager in MPTRIFAC.

- Ref.:- (1) Your consent letter No.MPO/BD/9217 dated 16.08.2018 in the context of manager's recruitment.  
(2) Our even numbered letter dated 25.08.2018.  
(3) Your E-mail dated 01.09.2018.

Dear Sir,

Under subject and references cited above, we are appending herewith the approved set of the advertisement for further action.

Thanking you,

Yours Sincerely

Encl: As above

( J.N. Vyas )  
Executive Director

## ADVERTISEMENT

### **Recruitment for the Post of Manager in M.P. Trade and Investment Facilitation Corporation Ltd., Bhopal (MPTRIFAC):**

**Pay Scale - 15600-39100+ Grade Pay 5400 (6<sup>th</sup> Pay Scale)**

**POST Description:-**

Category	Total	Open	Horizontal Reservation For Women
	10		
UR	05	04	01
ST	02	01	01
SC	01	01	00
OBC	02	01	01

**Note:**

1. Post of Manager for MPTRIFAC opens to MP Domicile & Non-Domicile...
2. All the categories of Non Domicile Candidates will be treated as UR Category Candidates.
3. Age Relaxation will be given to the candidates as per their category of reservation only, belonging to MP (MP Domicile).
4. Horizontal Reservation in no. Of post are allotted for Women candidate (Mp Domicile) only.
5. The MPTRIFAC reserves the right to fill or not to fill any of the vacancies.

**Required Qualification Post wise Descriptions:-**

Name of Post	Age (As on 1 <sup>st</sup> January 2018)	Minimum Qualification
Manager	21 To 30	Any Graduate From Recognized University with min. 60% Marks & Min 54% marks to SC & ST Applicant (Mp Domicile)

**Reservation:-**

- a. The provisions of vertical and horizontal reservation shall be applicable as per prevailing rules of Government of Madhya Pradesh.
- b. The reservation of position shall be applicable only for the candidates having MP Domicile.
- c. Caste certificate issued by Sub Divisional Officer of State of Madhya Pradesh only shall be valid.
- d. The candidates of OBC category (Non-creamy layer) have to submit income certificate of last three years income of their parents issued by Tehsildar in the current financial year.

**How to apply:-**

The candidates can apply through MP online portal only (www.mponline.gov.in) or using the link provided on MPTRIFAC Bhopal website "www.invest.mp.gov.in". The scanned copy of following documents shall be uploaded by the applicant:-

- i. High School certificate/mark sheet in support of Date of Birth.
- ii. Higher Secondary/ Diploma certificate.
- iii. Certificate or Mark sheet of Graduation/Degree from recognized university.
- iv. Caste certificate (Permanent), in case of reserved category candidates issued by Sub Divisional Officer of MP Only in prescribed format.
- v. Domicile Certificate.

**Application fee and other charges:-**

- i) The recruitment shall be done through On-line exam.
- ii) Fee shall be Rs.600/- per candidate for all payable through electronic mode.
- iii) Portal fee includes taxes.
- iv) Payment of application fee can also be made in cash in MP Online KIOSK.
- v) No Extra charges shall be payable for scanning of photographs etc. to the KIOSK apart from the portal charges.
- vi) After payment, one time edit facility will be available to the candidates for which portal charges will be Rs.60/-

**Age limit:-**

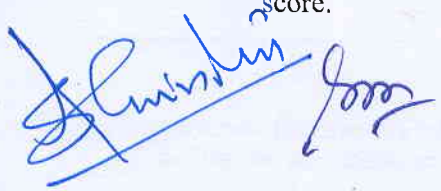
The age of candidates as on 01.01.2018 should be as under:-

S.No.	Post Name	Minimum Age For all	Maximum Age for all	Maximum Age for those who are Eligible for relaxation
	Manager	21	30 yrs	35 yrs

1. Candidates belonging to SC/ ST/ OBC (Non Creamy Layer) categories and women candidates having M.P. domicile and Handicapped candidates having M.P. domicile shall get relaxation in upper age limit to an extent of five (5) years.
2. OBC (Creamy Layer) category Candidates shall be applied in UR Category
3. However, maximum age limit including all relaxation shall be 35 years.

**Selection Procedure:-**

- i) The online academic assessment test shall be conducted by MP Online at various test centres of Bhopal, Gwalior, Jabalpur, Indore and Rewa only.
- ii) The number of cities for online academic assessment test can be increased or decreased depending upon number of candidates with best possible allocation of centre nearest to their postal address within State.
- iii) Merit List for the purpose of interview will be prepared by MP Online on the basis of online score.



- iv) Candidates having same score in examination then will prefer Date of Birth (DOB) of candidates; elder candidates will get upper rank.
- v) Score and DOB of candidates will be same then will prefer to 10<sup>th</sup> Passing year... earliest candidates will get upper rank.
- vi) The recruitment shall be done by conducting online examinations of 100 objective type questions (4 marks each) with total 400 Marks, 1(one) negative marking for each wrong answers will be done. The online examination will be conducted by MP Online.
- vii) Examination Duration will be 2 hours (120 minutes).
- viii) The merit list of candidates for interview shall be three times in size against no of post for each category. Short list will be prepared by MP On-line, candidates will be required for preliminary verification of original document at the time of interview. Interview shall be carried out by a body determined by MPTRIFAC. After conduction of whole interview process Merit list on the basis of marks obtained in written and interview shall be prepared along with wait list. Appointment shall be offered as per final selection list.

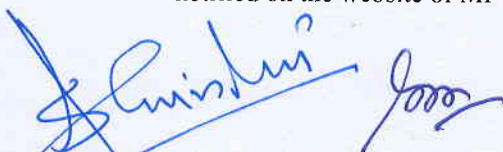
**Syllabus:-(Graduate Level)**

S.No.	Post Name	Syllabus
1	Manager	<p><b>Section -01:-</b> Mathematics or Quantitative Section(Quantitative aptitude)- <b>10 Questions</b></p> <p><b>Section-02:-</b> English or Verbal Section (Verbal ability and reading comprehension) )- <b>35 Questions</b></p> <p><b>Section-03:-</b> Analytical Reasoning Section (Data interpretation and logical reasoning) )- <b>35 Questions</b></p> <p><b>Section-04:-</b> Computer Proficiency Section)- <b>10 Questions</b></p> <p><b>Section-05:-</b> General Knowledge)- <b>10 Questions</b></p>

**Important Dates :-**

S.No.	Activity	Dates
1	Issue of Advertisement	05-09-2018
2	Start Date of Application filling	05-09-2018 to 04-10-2018
3	Edit Application Live	20-09-2018 to 07-10-2018
4	Commencement of Online downloading of Admit Card	20-10-2018 to 14-11-2018
5	Online Exam	14-11-2018
6	Uploading of model answer key	16-11-2018
7	Objection calling live	17-11-2018 to 19-11-2018
8	Resolution of objection raised	30-11-2018
9	Result Declaration	As per department instruction Candidates will get notification about Result*

**Note:-**However, the dates are subject to changes in unavoidable circumstances. In case of any change in dates it will be notified on the website of MPTRIFAC and MPONLINE Portal.



**General conditions:-**

- i) The Candidates should be an Indian National.
- ii) Candidates working in the Government/Semi-Government/Public Sector, satisfying the eligibility criteria of education and age shall have to produce N.O.C. from their present employer at the time of interview.
- iii) MPTRIFAC reserves the right to verify document submitted by the applicant. If any of the information given by the applicant is found incorrect, his/her candidature will be cancelled at any stage of selection /appointment and thereafter.
- iv) Age relaxation for all eligible categories as per prevailing rules of Government of M.P. shall be up to 5 years.
- vi) The reserve category candidates selected in merit, availing relax standard shall be considered against vacancy of the respective category.
- vii) The appointment letter to the candidates will be issued on the basis of final merit list subject to verification of original documents.
- viii) Disqualification for appointment to the post shall be in accordance with the prevailing provisions of Government of M.P.
- ix) If any of the information given by the candidates is found incorrect, his/her candidature will be cancelled at any stage of selection and appointment.
- x) On selection, initial intimation letter will be sent to the candidates through email on their registered email id in application and the candidates will be called for document verification.
- xi) After Document verification of the selected candidates as per merit list the candidates will be given appointment order as a probationer and they will be given at least 30 days time to join at the place of posting failing which their appointment will be stand cancelled and waiting list will be operated.
- xii) Candidates will not be given reimbursement for to and fro journey for test, interview verification of documents or joining at the respective place of posting.
- xiii) Any dispute arising out of the selection process shall be dealt within the jurisdiction of M.P. High Court Jabalpur.



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