

ई.एस.एस.ओ. - राष्ट्रीय अंटार्कटिक एवं समुद्री अनुसंधान केन्द्र
ESSO - NATIONAL CENTRE FOR ANTARCTIC AND OCEAN RESEARCH
हेडलैण्ड सडा, वास्को-डा-गामा, गोवा-403804
Headland Sada, Vasco-da-Gama – Goa – 403 804

Date: 23.05.2018

Notice

With reference to Advt. No. NCAOR/39/17 the written examination for the post of Executive Assistant (Finance & Accounts), (Procurement & Stores), (Administration, General Administration and Services) shall be held on **29th June, 2018 (Friday) at NCAOR Campus, Goa.**

2. The specimen of Admit Card alongwith the list of screened in candidates is annexed at Annexure A, B and C.
3. All candidates are advised to go through the instructions contained in the Admit Card before appearing for the written examination.

Sd/-
(S. Anoop)
Administrative Officer

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 Headland Sada, Vasco-da-Gama – Goa – 403 804

Date: 23.05.2018

ADMIT CARD

Subject: Recruitment to the post of Executive Assistant (Administration, General Administration and Services) against Advt. No. NCAOR/39/17.

Dear Applicant,

The detailed scheme of the written examination and time table is given below:

Date & Day	Venue	Paper	Duration
29.06.2018 (Friday)	NCAOR Campus, Goa	Objective & descriptive	10:00 AM to 12:00 PM

2. Candidates must report at the Venue of the examination at **09:00 AM**. Bus facility shall be made available from Vasco Bus stand (at 08:30 AM) to NCAOR campus.
3. Candidate must present for verification at least one original photo ID [For example Aadhaar card, Employer ID, Passport, PAN card, Voter ID, etc.].
4. **No request for change in the date and venue of the written examination will be entertained.**
5. Use Blue/Black Ball Point Pen only is permitted.
6. Calculators and Mobile phones or any other electronic device are strictly **NOT** permitted in the Test Hall.
7. No travel fare/ travelling expenses including boarding/lodging, etc will be reimbursed in connection with the written examination.
8. Please note that the candidature of all the applicants is purely provisional in nature and is subject to thorough verification of the credentials such as qualification, experience, age, category, physical disability etc.
9. Final selection will be made on **the basis of scores/ marks obtained in the written test only**. Candidates have to secure minimum marks specified in the scheme of examination failing which NCAOR will not make an offer of appointment even if vacancies go unfilled.
10. Director, NCAOR can cancel, postpone, etc. the written examination or recruitment process without assigning any reason thereof. Director NCAOR can cancel the candidature of a candidate at any time of the recruitment process if it is noted that any information given by her/him or any claim made by him/her in their applications is found to be false/ inaccurate/ fabricated.
11. Candidates screened in for multiple posts have to appear for written examination for all the posts as per the details mentioned in the respective Admit Card.

Yours faithfully,
 Sd/-
 (S. Anoop)
 Administrative Officer

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 Headland Sada, Vasco-da-Gama – Goa – 403 804

Date: 23.05.2018

ADMIT CARD

Subject: Recruitment to the post of Executive Assistant (Finance & Accounts) against Advt. No. NCAOR/39/17.

Dear Applicant,

The detailed scheme of the written examination and time table is given below:

Date & Day	Venue	Paper	Duration
29.06.2018 (Friday)	NCAOR Campus, Goa	Objective & descriptive	01:00 PM to 03:00 PM

2. Candidates must report at the Venue of the examination at **12:00 PM**. Bus facility shall be made available from Vasco Bus stand (at 11:30 AM) to NCAOR campus.
3. Candidate must present for verification at least one original photo ID [For example Aadhaar card, Employer ID, Passport, PAN card, Voter ID, etc.].
4. **No request for change in the date and venue of the written examination will be entertained.**
5. Use Blue/Black Ball Point Pen only is permitted.
6. Calculators and Mobile phones or any other electronic device are strictly **NOT** permitted in the Test Hall.
7. No travel fare/ travelling expenses including boarding/lodging, etc will be reimbursed in connection with the written examination.
8. Please note that the candidature of all the applicants is purely provisional in nature and is subject to thorough verification of the credentials such as qualification, experience, age, category, physical disability etc.
9. Final selection will be made on **the basis of scores/ marks obtained in the written test only**. Candidates have to secure minimum marks specified in the scheme of examination failing which NCAOR will not make an offer of appointment even if vacancies go unfilled.
10. Director, NCAOR can cancel, postpone, etc. the written examination or recruitment process without assigning any reason thereof. Director NCAOR can cancel the candidature of a candidate at any time of the recruitment process if it is noted that any information given by her/him or any claim made by him/her in their applications is found to be false/ inaccurate/ fabricated.
11. Candidates screened in for multiple posts have to appear for written examination for all the posts as per the details mentioned in the respective Admit Card.

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 Sd/-
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 Administrative Officer

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 Headland Sada, Vasco-da-Gama – Goa – 403 804

Date: 23.05.2018

ADMIT CARD

Subject: Recruitment to the post of Executive Assistant (Procurement & Stores) against Advt. No. NCAOR/39/17.

Dear Applicant,

The detailed scheme of the written examination and time table is given below:

Date & Day	Venue	Paper	Duration
29.06.2018 (Friday)	NCAOR Campus, Goa	Objective & descriptive	04:00 PM to 06:00 PM

2. Candidates must report at the Venue of the examination at **03:00 PM**. Bus facility shall be made available from Vasco Bus stand (at 02:30 PM) to NCAOR campus.
3. Candidate must present for verification at least one original photo ID [For example Aadhaar card, Employer ID, Passport, PAN card, Voter ID, etc.].
4. **No request for change in the date and venue of the written examination will be entertained.**
5. Use Blue/Black Ball Point Pen only is permitted.
6. Calculators and Mobile phones or any other electronic device are strictly **NOT** permitted in the Test Hall.
7. No travel fare/ travelling expenses including boarding/lodging, etc will be reimbursed in connection with the written examination.
8. Please note that the candidature of all the applicants is purely provisional in nature and is subject to thorough verification of the credentials such as qualification, experience, age, category, physical disability etc.
9. Final selection will be made on **the basis of scores/ marks obtained in the written test only**. Candidates have to secure minimum marks specified in the scheme of examination failing which NCAOR will not make an offer of appointment even if vacancies go unfilled.
10. Director, NCAOR can cancel, postpone, etc. the written examination or recruitment process without assigning any reason thereof. Director NCAOR can cancel the candidature of a candidate at any time of the recruitment process if it is noted that any information given by her/him or any claim made by him/her in their applications is found to be false/ inaccurate/ fabricated.
11. Candidates screened in for multiple posts have to appear for written examination for all the posts as per the details mentioned in the respective Admit Card.

Yours faithfully,
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 (S. Anoop)
 Administrative Officer

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(An Autonomous Society under the Ministry of Earth Sciences)
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Headland Sada, Vasco-da-Gama – Goa – 403 804.

NOTICE
SCHEME FOR WRITTEN EXAMINATION (Contract posts)

Date: 27.10.2017

With reference to Advt. No. NCAOR/39/17, the scheme for written examination for the post of Executive Assistant (Finance & Accounts), Executive Assistant (Procurement & Stores) and Executive Assistant (Administration, General Administration and Services) for the screened in candidates is detailed below:

(I) Executive Assistant (Finance & Accounts) –

Descriptive and objective type written examination.

1. Objective type with negative marking.
2. Negative marking of 0.33 marks for every wrong answer.
3. The examination will have 75+02 questions on the following subjects:

Mode of Examination	Scheme of Examination	Questions	Marks	Time
Written (Bilingual- Hindi & English)	a) General Awareness	25	25	2 Hrs.
	b) Reasoning and Mathematics	25	25	
	c) Commerce and Accountancy	25	25	
	d) Descriptive (Essay & letter writing)	02	25	

The candidate scoring the highest marks in the written examination shall be selected. However, the candidate has to score a **minimum of 35% marks overall in the written examination and minimum 35% marks in part (c).**

(II) Executive Assistant (Procurement & Stores) –

Descriptive and objective type written examination.

1. Objective type with negative marking.
2. Negative marking of 0.33 marks for every wrong answer.
3. The examination will have 75+02 questions on the following subjects.

Mode of Examination	Scheme of Examination	Questions	Marks	Time
Written	a) General Awareness	25	25	2 Hrs.

(Bilingual-Hindi & English)	b) Reasoning and Mathematics	25	25	
	c) Purchase and Material Management	25	25	
	d) Descriptive (Essay & letter writing)	02	25	

The candidate scoring the highest marks in the examination shall be selected. However, the candidate has to score **minimum of 35% marks overall and minimum 35% marks in part (c).**

(III) Executive Assistant (Administration, General Administration and Services)

Descriptive and objective type written examination.

1. Objective type with negative marking.
2. Negative marking of 0.33 marks for every wrong answer.
3. The examination will have 75+02 questions on the following subjects.

Mode of Examination	Scheme of Examination	Questions	Marks	Time
Written (Bilingual-Hindi & English)	a) General Awareness	25	25	2 Hrs.
	b) Reasoning and Mathematics	25	25	
	c) Human Resource Management	25	25	
	d) Descriptive (Essay & letter writing)	02	25	

The candidate scoring the highest marks in the examination shall be selected. However, the candidate has to score **minimum of 35% marks overall and minimum 35% marks in part (c).**

NOTE: The schedule for the examination shall be uploaded on website shortly. Admit card for the screened in candidates shall be issued in due course.

Sd/-
(एस. अनूप/ S. Anoop)
प्रशासनिक अधिकारी/ Administrative Officer

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(An Autonomous Society under the Ministry of Earth Sciences)

हेडलैण्ड सडा, वास्को-डा-गामा, गोवा-403804

Headland Sada, Vasco-da-Gama - Goa - 403 804.

List of screened- in candidates for the post of Executive Assistant –Finance & Accounts Admin & Services for appearing in written examination
(Advt. No. NCAOR/39/17 & Corrigendum NCAOR/53/17)

S.No	Registration Number	Name of the candidates
1	EFA04061700011	Niranjan Sahoo
2	EFA04061700017	Kanti Gupta
3	EFA04061700041	Leena Narayan Tamhankar
4	EFA04061700066	Abhimanyu Kumar
5	EFA04061700070	Parchuru Hameed
6	EFA04061700113	Chetan Anant Tandel
7	EFA04061700116	Pritpal Singh Kapoor
8	EFA04061700120	Manish Bhayde
9	EFA04061700123	Avadhut Anant Gokhale
10	EFA04061700124	Nirmala Prakash Velip
11	EFA04061700125	Roshan Shivaprasad Shetgaonkar
12	EFA04061700130	Ratheesh V
13	EFA04061700133	Sada Nand Mishra
14	EFA04061700156	Rajendra Kumar Behera
15	EFA04061700165	Sushanti Sachin Toraskar
16	EFA04061700192	Merugu Krishna
17	EFA04061700204	Naga Kiranmai Kumbha
18	EFA04061700250	Syed Waheed Hasan Rizvi
19	EFA04061700253	Kandergula Lokasankar Rao
20	EFA04061700271	Kavita Kothari
21	EFA04061700272	Gundam Abhilasha
22	EFA04061700276	Leena Vijay Parab
23	EFA04061700284	Sameer Khemu Gaude
24	EFA04061700290	Mitra Sen Gupta
25	EFA04061700328	Arnab Chatterjee
26	EFA04061700335	Kirtish Panchal
27	EFA04061700338	Pritam P Verlekar
28	EFA04061700339	Ingale Gajanan Bharat
29	EFA04061700356	Kumar Gautam
30	EFA04061700369	Gopesh Kumar Sharma
31	EFA04061700372	Bhanu Pratap Kumar Singh
32	EFA04061700374	Jai Singh Shekhawat
33	EFA04061700378	Sudhamoy Dey
34	EFA04061700388	Subramanian
35	EFA04061700400	Bindu Abhilash

S.No	Registration Number	Name of the candidates
36	EFA04061700410	Rajeshwari Naik
37	EFA04061700412	Varsha Kauthankar
38	EFA04061700416	Jagdish Sahu
39	EFA04061700420	Imran Ilahi Mujawar
40	EFA04061700445	Nidhi Parmar
41	EFA04061700447	Manish Bhayde
42	EFA04061700450	Jithendra R
43	EFA04061700461	Madhavi Gawas
44	EFA04061700465	Tribhuvan Narayan Singh
45	EFA04061700490	Somraj Harmalker
46	EFA04061700496	Shreya Virendra Veluskar
47	EFA04061700503	Akshawant Nandkumar Pansare
48	EFA04061700508	Suresh Jillella
49	EFA04061700509	Sirish Kalantham
50	EFA04061700521	Sachin Mukutrao Lambe
51	EFA04061700531	Deepak Kumar
52	EFA04061700534	Vidya Bhushan
53	EFA04061700538	Sumitha P Bhat
54	EFA04061700545	Nikita Vasant Malvankar
55	EFA04061700552	Muhammed Rafeeq M M
56	EFA04061700559	Sanam Kalangutkar
57	EFA04061700560	Siddhi Mesta
58	EFA04061700562	Getti Narsing
59	EFA04061700577	Anmol Singh
60	EFA04061700582	Deepak Prasad
61	EFA04061700584	Sharmila Manohar Salvi
62	EFA04061700586	Shafula Ganpat Shetty
63	EFA04061700590	Dhanashri Amit Parab
64	EFA04061700610	Nitin Narcinva Naik
65	EFA04061700614	Santoshi Vishwanath Bolekar
66	EFA04061700615	Varun Joseph
67	EFA04061700616	B Mahesh

NOTE: (i) The following screening criteria were adopted to screen in the candidates:

- Age: 35 years or less on the closing date with due relaxation to eligible categories;
- Qualification: Bachelor's Degree;
- Minimum Six years of working experience counted after completion of Bachelor's degree.
- Applications received without supporting documents were rejected

(ii) The schedule for the examination shall be uploaded on website shortly. Admit card for the screened in candidates shall be issued in due course.

(iii) Candidature of shortlisted candidates is provisional in nature and subject to verification of original documents relating to education, experience, etc. claimed.

Sd/-

(एस. अनूप / S. Anoop)

प्रशासनिक अधिकारी/ Administrative Officer

04.10.2017

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Headland Sada, Vasco-da-Gama - Goa - 403 804.

**List of screened- in candidates for the post of Executive Assistant -Admin, General
Admin & Services for appearing in written examination
(Advt. No. NCAOR/39/17 & Corrigendum NCAOR/53/17)**

S.No	Registration Number	Name of the candidates
1	EAS06061700008	SANGITA ABHIJIT CHARI
2	EAS06061700015	SUMAN RUDRA
3	EAS06061700041	PUSHPENDER SINGH RATHORE
4	EAS06061700065	LOKESH KARATAPU
5	EAS06061700073	PUSHPA THAKUR
6	EAS06061700076	MANISHA FAGO LAUTRE
7	EAS06061700094	GAUTAM MANDAL
8	EAS06061700097	SANJEEV PANDEY
9	EAS06061700100	DINESH KUMAR PANDEY
10	EAS06061700131	HANIL HUSSAIN
11	EAS06061700135	NEERAJ KUMAR
12	EAS06061700137	KEDAR TALAULIKAR
13	EAS06061700165	V SANKAR GOUD
14	EAS06061700173	CATHERINE ANITA PALHA
15	EAS06061700177	SANJAY KUMAR TYAGI
16	EAS06061700178	MOHIT KUMAR
17	EAS06061700181	TRUPTI KANEKAR
18	EAS06061700182	S R KRISHNA RAJU K
19	EAS06061700183	NANDANKAR PANKAJ MANOHARRAO
20	EAS06061700201	PANKAJ KAPOOR
21	EAS06061700204	MANOJ KUMAR
22	EAS06061700220	RAJENDRA KUMAR BEHERA
23	EAS06061700228	AMRENDRA KUMAR SINGH
24	EAS06061700232	ASHUTOSH
25	EAS06061700255	PRAVIN SOPANRAO AMBULGEKAR
26	EAS06061700267	BAHUSINGH MUDAVATH
27	EAS06061700269	NAGA KIRANMAI KUMBHA
28	EAS06061700288	DAYAWANTI TARMALI
29	EAS06061700311	PRADNYA S CHANDGADKAR
30	EAS06061700317	TUHISHNA ROUTRAY
31	EAS06061700336	SANJAY MAJHI
32	EAS06061700339	SUMAN KUMAR CHAKRABORTY
33	EAS06061700346	PRAVEEN KUMAR

S.No	Registration Number	Name of the candidates
34	EAS06061700347	CH RAJESH
35	EAS06061700358	PRAVEEN KUMAR YADAV
36	EAS06061700366	CHANDRAM VISHWAKARMA
37	EAS06061700369	SURENDER KASHYAP
38	EAS06061700370	ABHILASH A J
39	EAS06061700373	RAVINDER SINGH
40	EAS06061700381	EZHALAVARASU
41	EAS06061700402	PRANALI SHANKAR SHIRODKAR
42	EAS06061700424	PRIYAMVADA SONI
43	EAS06061700427	TULA UPENDRA NAG
44	EAS06061700464	SUDHEER REDDY ANAM
45	EAS06061700474	MOHANBABU
46	EAS06061700499	SUPRIYO BANERJEE
47	EAS06061700514	VINOD KUMAR
48	EAS06061700518	DEBANKAN CHOUDHURY
49	EAS06061700528	BINAY KUMAR KARN
50	EAS06061700535	GUNDAM ABHILASHA
51	EAS06061700541	DEEPTI SINGH
52	EAS06061700569	NEHA MISHRA
53	EAS06061700618	MUKESH KUMAR TIWARI
54	EAS06061700625	RETHEESH KUMAR
55	EAS06061700662	FIROZ ALAM
56	EAS06061700678	RAJESH KUMAR LENKA
57	EAS06061700690	PIYUSH DIXIT
58	EAS06061700702	ONKAR VASUDEV HATEKAT
59	EAS06061700721	RAJENDRA KUMAR
60	EAS06061700732	MANOJ KUMAR BALIARSINGH
61	EAS06061700749	NAMRATHA D
62	EAS06061700757	AMARENDRA ROUT
63	EAS06061700764	SURENDRA KUMAR SHARMA
64	EAS06061700784	SUPRIYA
65	EAS06061700787	SREEKANTH V NAIR
66	EAS06061700801	SUJAN ROY
67	EAS06061700817	GAUTAMI SHANKER ASOLKER
68	EAS06061700819	JAYANT VISHNU SOLYEKAR
69	EAS06061700821	PUVULA VENKATA SUBRAHMANYAM
70	EAS06061700851	VARSHA KAUTHANKAR
71	EAS06061700882	SAISH SATISH KARAPURKAR
72	EAS06061700899	SHEKHAR PATLE
73	EAS06061700904	SIDDHI MESTA
74	EAS06061700906	MANISHA G KINDLEKAR
75	EAS06061700921	MUHAMMED RAFEEQ M M
76	EAS06061700937	PRAFILA NITESH GAONKAR
77	EAS06061700939	TIRUMALESWARA PATNAIK

S.No	Registration Number	Name of the candidates
78	EAS06061700940	MARYROSE EKKA
79	EAS06061700950	DHANASHRI AMIT PARAB
80	EAS06061700966	RAVINDRA CHAUDHARY
81	EAS06061700989	NITIN NARCINVA NAIK
82	EAS06061701001	B MAHESH
83	EAS06061701008	RUPALI SATISH DICHOLKAR
84	EAS06061701018	BRIJESH SURESH DESAI

NOTE: (i) The following screening criteria were adopted to screen in the candidates:

(a) Age: 35 years or less on the closing date with due relaxation to eligible categories;

(b) Qualification: Bachelor's Degree;

(c) Minimum six years of working experience counted after completion of Bachelor's degree.

(d) Applications received without supporting documents were rejected

(ii) The schedule for the examination shall be uploaded on website shortly. Admit card for the screened in candidates shall be issued in due course.

(iii) Candidature of shortlisted candidates is provisional in nature and subject to verification of original documents relating to education, experience, etc. claimed.

Sd/-

(एस. अनूप / S. Anoop)

प्रशासनिक अधिकारी/ Administrative Officer

04.10.2017

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Headland Sada, Vasco-da-Gama - Goa - 403 804.

**List of screened- in candidates for the post of Executive Assistant -Procurement & Stores
for appearing in written examination
(Advt. No. NCAOR/39/17 & Corrigendum NCAOR/53/17)**

S.No	Registration Number	Name of the candidates
1	EPS05061700016	Maria Sequeira
2	EPS05061700017	Mayur Naik
3	EPS05061700040	Santosh Kumar Gupta
4	EPS05061700051	Suparv Pathak
5	EPS05061700062	Sanjay Majhi
6	EPS05061700072	Vinod Kumar
7	EPS05061700077	Jayant Ramchandra Holey
8	EPS05061700079	Rahul Sahu
9	EPS05061700113	Y Srinivas Rao
10	EPS05061700125	Rajendra Kumar Behera
11	EPS05061700135	Ashutosh
12	EPS05061700137	Sandip Mandrekar
13	EPS05061700175	Penchalaiah Sunku
14	EPS05061700184	Shailendra Rawat
15	EPS05061700186	Raju Kumar Gupta
16	EPS05061700187	Sachitanand Rajaram Panchal
17	EPS05061700189	Ravi Prakash Kiran
18	EPS05061700191	Praveen Kumar Yadav
19	EPS05061700197	Ravinder Singh
20	EPS05061700221	Mahableswhar Alias Vinit Vikas Gavandlkar
21	EPS05061700222	Tinku Kumar

S.No	Registration Number	Name of the candidates
22	EPS05061700241	Shashikant Baburao Awachare
23	EPS05061700260	Rahul Prakash Walanj
24	EPS05061700262	Radhika
25	EPS05061700270	Sudhamoy Dey
26	EPS05061700295	Alok Kumar
27	EPS05061700297	Rajib Guin
28	EPS05061700299	Gundam Abhilasha
29	EPS05061700315	Suhail Iqbal Chauhan
30	EPS05061700331	Soumen Das
31	EPS05061700334	Aju Mathew Varghese
32	EPS05061700343	Rajat Baheti
33	EPS05061700344	Gnanasekar S
34	EPS05061700350	S Kalaiselvan
35	EPS05061700355	Binu P
36	EPS05061700364	Thangapandian R
37	EPS05061700372	Pagadala Shiva Prasad Reddy
38	EPS05061700378	Priyanka Saxena
39	EPS05061700379	Rajesh Kumar Lenka
40	EPS05061700381	Bharat Bhushan Sharma
41	EPS05061700389	Khandare Pravin Ramdas
42	EPS05061700390	Nikhil Gurav
43	EPS05061700396	Manjunatha
44	EPS05061700398	Suraj Singh
45	EPS05061700414	Praveen Kumar Shukla
46	EPS05061700424	S Madan
47	EPS05061700431	Om Prakash Rathore
48	EPS05061700452	Supriya Subhash Naik

S.No	Registration Number	Name of the candidates
49	EPS05061700473	Swagatika Das
50	EPS05061700476	Gautami Shanker Asolker
51	EPS05061700482	Brijesh Suresh Desai
52	EPS05061700492	Kapse Yogesh Shrihari
53	EPS05061700496	Pradnya Vilas Mawalankar
54	EPS05061700530	Tummala Naresh
55	EPS05061700532	Narayan Vishwanath Chari
56	EPS05061700539	Ram Prakash Gupta
57	EPS05061700541	Soumyakanta Satapathy
58	EPS05061700563	Jayanti Prafulchandra Dicholkar
59	EPS05061700564	Muhammed Rafeeq M M
60	EPS05061700572	Dewa Nand Sahu
61	EPS05061700575	Akshaya Ajit Teli
62	EPS05061700601	D. A. Kishen Bobby
63	EPS05061700607	Nitin Narcinva Naik
64	EPS05061700614	Santoshi Vishwanath Bolekar
65	EPS05061700616	B Mahesh
66	EPS05061700617	Deepak Mishra
67	EPS05061700621	Rajendra Kumar

- NOTE:** (i) The following screening criteria were adopted to screen in the candidates:
- (a) Age: 35 years or less on the closing date with due relaxation to eligible categories;
 - (b) Qualification: Bachelor's Degree;
 - (c) Minimum Six years of working experience counted after completion of Bachelor's degree.
 - (d) Applications received without supporting documents were rejected.
- (ii) The schedule for the examination shall be uploaded on website shortly. Admit card for the screened in candidates shall be issued in due course.
- (iii) Candidature of shortlisted candidates is provisional in nature and subject to verification of original documents relating to education, experience, etc. claimed.

Sd/-
(एस. अनूप / S. Anoop)
प्रशासनिक अधिकारी/ Administrative Officer
04.10.2017