

Interview schedule for the post of Jr. Manager (F&A)

- The written test for the post of Jr.Manager(F&A) was held on 17/08/2008. Taking into consideration the performance in the written test, the candidates have been short-listed for personal interview.
- The personal interviews will be conducted on 11/10/2008 at the following venue :-

Maharashtra State Elect.Distribution Co.Ltd.
Prakashgad, 6th floor,
Plot No.G-9, Prof.Anant Kanekar Marg,
Bandra(East), Mumbai – 400 051

- The call letters for personal interview to the short-listed candidates have already been dispatched by Post, Under certificate of posting. In case any short-listed candidate does not receive the call letter for personal interview, he is advised to report at the venue along with identity proof and counterfoil of the call letter in token of having appeared for written test.
- The candidates should bring “ Experience certificate” in the following format at the time of interview:-

EXPERIENCE CERTIFICATE

This is to certify that Shri _____
(C.P.F. No._____) is working as a _____in this
office . The other details are as under (fill up whichever is applicable) :-

- a) He is working as L.D.C. from _____ to _____ and he has been granted Deemed date promotion to the post of UDC(A/cs) w.e.f. _____ vide O.O.No._____ dated _____.
- b) He is working/had worked in the post of UDC (A/cs) from _____ to _____ for ___ years ___ months.
- c) He is working as Assistant Accountant from _____ to _____ for ___ years ___ months.
- d) He has total experience of ___ years ___ months in the capacity of LDC(A/cs) / UDC(A/cs) and Assistant Accountant.
- e) He has passed the Higher Accounts Exam. No._____ held on _____.
- f) Has knowledge of Computer application – Yes / No.

This certificate is issued at the request of the individual for submitting at the time of Personal Interview for the post of Jr. Manager (F&A).

Date:
Office Seal/Stamp

Signature of the Controlling Officer
(Ex. Engineer & its equivalent and above)

• **Instructions to the candidates**

1. The candidate should bring the “ **Experience certificate**” in the format given on reverse of the call letter and all original Certificates regarding their Educational Qualifications, Age, S.S.C. Certificate & Caste Certificate, Non-Creamy layer Certificate, Caste validity certificate whatever applicable to them together with one attested true copy of each of these certificates at the time of interview.
2. If candidate belong to backward class and if selected, will have to submit the Caste Validity Certificate within a period of three months.
3. The Backward class candidates other than ST category, should produce a Certificate from appropriate authority as prescribed by Govt. of Maharashtra vide Circular No. CBC-10/2006/PK 15/ BCR-5 dated 5/6/2006 showing that you are not covered under Concept of Creamy Layer.
4. The candidates will not be allowed to appear for the personal interview, unless they produce all the required documents and their candidature shall stand cancelled . **Candidates appearing for interview should ensure and satisfy all the conditions including QUALIFICATION and RELEVANT EXPERIENCE as notified in the notification.**
5. Any request for change of time, date and/or venue of the interview will not be entertained under any circumstances.
6. If the interviews are not completed on the aforesaid date, the same will be continued/held on the next day. Therefore, the candidates are requested to come duly prepared for the same at their own cost.
7. Any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to their selection/recruitment shall be considered as **DISQUALIFICATION**.
8. No query/correspondence will be entertained.
9. If, at any stage, information provided by the candidates is found incorrect/incomplete or is not in conformity with eligibility criteria as specified in the notification for the above post or if it is found that they have concealed/ distorted any material information, their candidature will be cancelled at any time during the recruitment process.
10. The candidates will have to attend the Personal Interview at their own cost and no T.A./D.A. will be given to them.

List of candidates called for Personal Interview :

SR.NO.	ROLL NO	NAME
1	11120002	WIKEY DAMODHAR TULSHIRAMJI
2	11120003	THAKUR CHUDAMAN HIMATRAO
3	11120004	ZUGARE HANUMAN PANDURANG
4	11140006	PACHARE VIJAY SHRIRAM
5	11150007	JARARE SAKHARAM BALA
6	11170008	WAGH CHANDRABHAN TUKARAM
7	11190012	GHATE PRANAY P.
8	11190015	SAWANT MADHAVI BHAGWAN
9	11190016	BHUTEKAR UDDHAV SONAJIRAO
10	11190018	THUBE ARJUN LAXMAN
11	11190022	SARKATE PANDURANG BAPURAO

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