

**MITES LIMITED**  
(A Govt. of India Enterprise)  
Shikhar, Plot No. 1, Sector – 29, Gurgaon – 122001



**Recruitment of Engineering Professionals on contract basis in IDA Pay scale /  
Lump-sum basis through walk-in Interview**

MITES Ltd., a Navratna Central Public Sector Enterprise under the Ministry of Railways, Govt. of India is a premier multi-disciplinary consultancy organization in the fields of transport, infrastructure and related technologies.

For posting at various project sites in **Kerala**, MITES Ltd. is in urgent need of dynamic and hard-working professionals as under:

| VC No.   | Post                     | No. of Vacancies |     |           |    |    |       |
|----------|--------------------------|------------------|-----|-----------|----|----|-------|
|          |                          | UR               | EWS | OBC (NCL) | SC | ST | Total |
| CP/01/26 | Team Leader (Safety)     | 1                | -   | -         | -  | -  | 1     |
| CP/02/26 | Team Leader (Civil)      | 2                | -   | -         | -  | -  | 2     |
| CP/03/26 | Team Leader (MEP)        | 2                | -   | -         | -  | -  | 2     |
| CP/04/26 | Team Leader (QC)         | 3                | -   | 1         | -  | -  | 4     |
| CP/05/26 | Project Engineer (Civil) | 2                | -   | -         | -  | -  | 2     |
| CP/06/26 | Project Engineer (MEP)   | 5                | -   | 1         | -  | -  | 6     |
| CL/01/26 | Junior Engineer (Civil)  | 10               | 2   | 5         | 3  | 1  | 21    |
| CL/02/26 | Junior Engineer (MEP)    | 6                | 1   | 2         | 1  | -  | 10    |

| VC No                                            | Maximum Age | Cut-off date for calculation of Age                       |
|--------------------------------------------------|-------------|-----------------------------------------------------------|
| CP/01/26 to CP/06/26 and<br>CL/01/26 to CL/02/26 | 55          | As on the last date of application i.e. <b>26.02.2026</b> |

**Minimum Qualifications & Experience**

| VC No    | Position             | Minimum Qualification                            | Minimum Experience                                                                                                                                                                                                                                   |
|----------|----------------------|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CP/01/26 | Team Leader (Safety) | Full time Bachelor's Degree in Civil Engineering | Minimum 15 years' experience in high rise buildings / KWA projects/ Irrigation/ shore protection/ Harbour projects with experience of managing and working in the field of health and safety.<br>Candidates should hold OSHA or NEBOSH certification |
| CP/02/26 | Team Leader (Civil)  | Full time Bachelor's Degree in Civil Engineering | Minimum 15 years' experience in high rise buildings /KWA Projects with experience in handling engineering aspects including interface coordination.                                                                                                  |

|          |                          |                                                                                                                                                        |                                                                                                                                                                                                                                                                                                                                   |
|----------|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CP/03/26 | Team Leader (MEP)        | Full time Bachelor's Degree in Electrical Engineering or equivalent<br>OR<br>Full time Bachelor's Degree in Mechanical Engineering or equivalent       | Minimum 15 years' experience in high rise building projects/KWA projects with experience in handling engineering and overall coordination.<br><br>Should have a good knowledge in Electrical/ HVAC/ Fire fighting ELV & Plumbing system including interface coordination.                                                         |
| CP/04/26 | Team Leader (QC)         | Full time Bachelor's Degree in Civil Engineering                                                                                                       | Minimum 15 years' experience in high rise building projects/KWA projects with experience in the field of quality control. Shall possess experience in quality assurance/control, auditing design projects, developing QMS, and inspection/ testing/product conformity. The concerned should be a Certified Quality Auditor (CQA). |
| CP/05/26 | Project Engineer (Civil) | Full time Bachelor's Degree in Civil Engineering                                                                                                       | Minimum 7 years' experience in Building/ water supply /shore protection works /waterways/irrigation/ Harbour, etc.                                                                                                                                                                                                                |
| CP/06/26 | Project Engineer (MEP)   | Full time Bachelor's Degree in Electrical Engineering or equivalent<br>OR<br>Full time Bachelor's Degree in Mechanical Engineering or equivalent.      | Minimum 7 years' experience in Electrical/HVAC/ Fire fighting ELV & Plumbing system including interface coordination.                                                                                                                                                                                                             |
| CL/01/26 | Junior Engineer (Civil)  | Full time Bachelor's degree in Civil Engineering<br>OR<br>Full Time Diploma in Civil Engineering                                                       | Minimum 7 years' experience for diploma holders and 05 years for degree holders, with specific experience in relevant project category (Building/ water supply/ shore protection works / waterways/ irrigation/ Harbour)                                                                                                          |
| CL/02/26 | Junior Engineer (MEP)    | Full time Bachelor's degree in Electrical Engineering or equivalent<br>OR<br>Full Time Diploma in Engineering in Electrical / Electrical & Electronics | Minimum 7 years' experience for diploma holders and 05 years for degree holders, in electrical Engineering with specific experience in relevant project category (Building/water supply /shore protection works/ waterways/irrigation/ Harbour Electrical/ HVAC/Fire Fighting, ELV & Plumbing systems)                            |

Note: The period of training / internship / teaching / academic / fellowship / PhD research experience shall not be counted towards post qualification experience.

The candidate should possess Degree recognized by AICTE; from a University incorporated by an Act of Central or State legislature in India or other Educational Institutions established by an Act of Parliament or declared to be Deemed as University under Section 3 of the University Grants Commission Act, 1956.

Sections A & B examinations of the Institution of Engineers (India), with enrolment on or before 31.05.2013, which is treated as equivalent to Degree by the Government of India and recognized by AICTE and shall be accepted.

**Experience shall be calculated as on 26.02.2026.**

### Relaxations & Concessions

Reservation/ relaxation/ concessions to EWS/ SC/ST/OBC (NCL)/PWD/ Ex-SM/ J&K Domicile would be provided against reserved posts (where applicable) as per extant Govt. orders.

The following relaxation in age shall be given, subject to production of required certificates:

- SC/ST Category: 5 years
- OBC-NCL Category: 3 years
- Persons with Benchmark Disabilities (PwBD): 10 Years; in addition to the age relaxation permissible for SC/ST/OBC-NCL category candidates, subject to the post being identified suitable for PWD as mentioned in the below table.

However, relaxation in upper age limit shall be applicable for PwBD candidates irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for PwBDs as per the below table.

PWD candidates suffering from not less than 40% of the relevant disability shall only be eligible for the benefit of PWD. Such PWD candidates shall be eligible for relaxation of 10 years in upper age limit.

PWD candidates will have to meet the Physical Requirements and Functional Classifications which have been identified for the post as under:

Civil:

| Categories for which identified | Functional Classification                  | Physical Requirements              |
|---------------------------------|--------------------------------------------|------------------------------------|
| Locomotor disability            | OA, OL, Leprosy Cured, Acid Attack Victims | S, ST, BN, W, SE, MF, C, R, W & RW |
| Hearing Impairment              | HI                                         |                                    |

Mech:

| Categories for which identified | Functional Classification                  | Physical Requirements              |
|---------------------------------|--------------------------------------------|------------------------------------|
| Locomotor disability            | OA, OL, Leprosy Cured, Acid Attack Victims | S, ST, BN, W, SE, MF, C, R, W & RW |

Elect:

| Categories for which identified | Functional Classification                  | Physical Requirements              |
|---------------------------------|--------------------------------------------|------------------------------------|
| Locomotor disability            | OA, OL, Leprosy Cured, Acid Attack Victims | S, ST, BN, W, SE, MF, C, R, W & RW |
| Hearing Impairment              | HI                                         |                                    |

Persons with Disabilities belonging to the category/ categories for which the post is identified (as indicated in Table above) can also apply even if no vacancies are specifically reserved for them. Such candidates will be considered for selection for appointment to the post by general standard of merit.

| Functional Classifications |                            | Physical Requirements |                       |
|----------------------------|----------------------------|-----------------------|-----------------------|
| Code                       | Classification             | Code                  | Physical Requirements |
| OH                         | Orthopedically Handicapped | S                     | Sitting               |
| VH                         | Visually Handicapped       | ST                    | Standing              |

|      |                       |    |                         |
|------|-----------------------|----|-------------------------|
| HH   | Hard of Hearing       | W  | Walking                 |
| OL   | One leg               | SE | Seeing                  |
| OA   | One arm               | H  | Hearing/ Speaking       |
| BA   | Both Arms             | RW | Reading and Writing     |
| BH   | Both Hands            | C  | Communication           |
| MW   | Muscular Weakness     | MF | Manipulation by fingers |
| OAL  | One arm one leg       | PP | Pulling & Pushing       |
| BLA  | Both Legs and Arms    | L  | Lifting                 |
| BLOA | Both Legs one Arm     | KC | Kneeling & Crouching    |
| LV   | Low Vision            | BN | Bending                 |
| B    | Blind                 | M  | Movement                |
| PD   | Partially Deaf        | JU | Jumping                 |
| FD   | Fully Deaf            | CL | Climbing                |
| BL   | Both legs             | CL | Climbing                |
| D    | Dwarfism              |    |                         |
| CP   | Cerebral Palsy        |    |                         |
| LC   | Leprosy Cured         |    |                         |
| AAV  | Acid Attack Victims   |    |                         |
| MD   | Multiple Disabilities |    |                         |

The above lists are subject to revision.

#### Selection Process

All candidates who successfully submitted their online application form shall be provisionally allowed to appear for Document Scrutiny/verification process wherein the eligibility of the candidates with respect to the post applied will be verified. Thereafter, the shortlisted/eligible candidates shall be allowed to appear for Interview. RITES Ltd. reserves the right to shortlist the number of candidates for selection out of eligible candidates.

The weightage distribution of various parameters of the selection shall be as under:

Interview - 100 %  
(Technical & Professional proficiency - 65 %; Personality, Communication & Competency – 35%)

A minimum of 60% marks for UR/ EWS (50% for SC/ST/OBC (NCL)/ PWD against reserved posts) in interview will be required to enable the candidate to be considered for placement on panel. There will be no minimum qualifying marks required in the aggregate.

Based upon fulfilling the conditions of eligibility; candidates shall be shortlisted for Interview.

The candidates shall have to produce copies of educational qualification and experience claimed which shall be verified from the original documents at the appropriate stages and shall be subject to verification from the original source.

**Based on the requirement and discretion of RITES, the selection process of written test or document verification or interview may be conducted from RITES' Regional Offices, which shall be intimated upon issuance of respective call letters to applicable candidates.**

Appointment of selected candidates will be subject to their being found medically fit in the Medical Examination to be conducted as per RITES Rules and Standards of Medical Fitness for the relevant post.

Candidates have the option to appear for interview either in Hindi or English.

#### Nature & Period of Engagement

The appointment shall be purely on contract basis initially for a period of one year, extendable until completion of the assignment subject to mutual consent and satisfactory performance.

Selected candidates shall be liable for posting anywhere in India as per Company requirements.

**Instant recruitment is being done for deployment of personnel at one of our clients' site in the state of Kerela and as such, issuance of offer letter of engagement to the selected candidates shall be subject to approval of CV by the client.**

### Remuneration

Pay, allowances and perks for the post would be as under:

| VC No.               | Pay Scale         | Approximate CTC |
|----------------------|-------------------|-----------------|
| CP/01/26 to CP/04/26 | 70,000 - 2,00,000 | INR 19.85 LPA   |
| CP/05/26 to CP/06/26 | 50,000 – 1,60,000 | INR 14.22 LPA   |

The selected candidates would be paid Basic pay and DA, fixed/variable allowances 23% of Basic Pay, HRA/Lease, Contribution to PF, Gratuity as per Payment of Gratuity Act. Other benefits would be as under:

- a. Leaves
- b. Maternity Leave
- c. Medical facility.
- d. Accident/Death Insurance.
- e. Leave Encashment

As per company rules applicable to Contract employees.

### For VC No. CL/01/26 & CL/02/26

| Number of Minimum Work Experience as per the advertisement | Monthly Basic Pay for Degree Holders (INR) | Gross monthly Pay for Degree Holders (INR) | Yearly CTC for Degree Holders (INR) |
|------------------------------------------------------------|--------------------------------------------|--------------------------------------------|-------------------------------------|
| 5                                                          | 25504                                      | 46417                                      | 557008                              |

| Number of Minimum Work Experience as per the advertisement | Monthly Basic Pay for Diploma Holders (INR) | Gross monthly Pay for Diploma Holders (INR) | Yearly CTC for Diploma Holders (INR) |
|------------------------------------------------------------|---------------------------------------------|---------------------------------------------|--------------------------------------|
| 7                                                          | 18940                                       | 34471                                       | 413651                               |

Remuneration mentioned above is only indicative. Actual remuneration shall depend upon place of posting and other terms & conditions of appointment.

### Fees

The candidates will have to deposit the under mentioned amount of fees during online application:

| Category                   | Fee |
|----------------------------|-----|
| General/OBC Candidates     | Nil |
| EWS/ SC/ST/ PWD Candidates | Nil |

### How to Apply

- Before applying candidates should ensure that they satisfy the necessary conditions and requirements of the position.
- Interested candidates fulfilling the above laid down eligibility criteria are required to apply online in the registration format available in the Career Section of RITES website, <http://www.rites.com>.
- While submitting the online application; the system would generate 'Registration No.' on top of online form filled up by the candidate. Note down this "Registration No." and quote it for all further communication with RITES Ltd.
- While filling up the required details, candidates are advised to carefully and correctly fill the details of "Identity Proof". Candidates are also advised to note the same and ensure the availability of the same Identity Proof as it will be required to be produced in original at later stages of selection process.
- After filling up the required details under the "Fill/ Modify Application Form", candidate should submit the application.
- The candidates are also advised to keep a copy of Application Form submitted with them and to carry the same at the time of the selection.

7. A copy of this online **APPLICATION FORM** containing the registration number is to be printed, signed, and retained. The same is to be submitted at the time of Scrutiny of Documents/Interview along with **SELF-ATTESTED PHOTO COPIES** of the following documents strictly in the following order.:
- 1 recent passport size colour photograph
  - A copy of updated CV/Resume
  - High School certificate for proof of Date of Birth
  - Certificates of Academic & Professional qualifications and statements of marks of all the qualifications for all semesters/years (Xth, XIIth, Diploma/ Graduation/ Post-Graduation as applicable)
  - EWS/ SC/ST/OBC Certificate in the prescribed format by Govt. of India (if applicable)
  - Proof of Identity & Address (Passport, Voter ID, Driving license, Aadhaar Card etc)
  - PAN Card
  - Proof of different periods of experience as claimed in the Application Form (if applicable)
  - Any other document in support of your candidature
  - PWD Certificate as per latest format (if applicable).

**Note: No documents are to be submitted while submitting online application.**

8. In respect of claims made by you in your application with regard to experience, copies of experience certificates from your previous employer are to be submitted at the time document verification. In respect of current employment, experience certificate/ joining letter along with last months' salary slips, or, Form 16 and other documents which clearly prove your continuity in the job are to be submitted. In case your claim is not established from the proofs submitted by you; your candidature is liable to be rejected at the time document scrutiny. Please check your claims vis-a-vis the certificates in support thereof establishing your candidature. Incomplete application or insufficient proof at the time of document verification would entail rejection of your candidature. No additional information other than those furnished in the Application shall be allowed to be considered at a later stage.
9. For proof of CTC/ salary, candidates shall have to submit a copy of their last Form No. 16/ Earning Card/ salary slip/ Appraisal letter/ any other suitable document.
10. Community certificate (SC/ST/OBC) should be in the format prescribed by Government of India only. OBC candidates included in the Central List with certificate not more than 12 months old (with clear mention of candidate not belonging to "Creamy Layer") in the GOI prescribed format only will be considered for the posts reserved for OBC. EWS certificate should also be as per Gov. of India format and must be for 2024-25 i.e. issued on or after 01.04.2024. As regards OBC NCL & EWS category candidates, candidates will be afforded opportunity of submission of the valid OBC NCL Certificate and EWS Certificate (as applicable) on the date of their joining, valid as on the crucial date i.e. the last date stipulated for submission of application in this Advertisement.
11. Hard copies of documents are not to be sent to this office through post/ courier.
12. The original testimonials/documents along with one self-attested copy will have to be produced by the candidate(s) at the time of selection.
13. Mere applying for the post/ submission of documents/ appearing or qualifying in the selection does not confer any right on the candidates for claiming selection. If it is found that a candidate does not fulfil the advertised eligibility criteria, his/her candidature will be summarily rejected.
14. Candidates should submit only one application for one vacancy and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online application. RITES will not be responsible for bouncing of any e-mail sent to the candidates. However, candidates can apply for any number of vacancies.
15. The candidates must submit all the details pertaining to his candidature viz. personal details, educational qualification details, experience details, category etc. Suppression, in this regard, if any, detected on a future date shall render the candidature liable for forfeiture.
16. If any claim made by a candidate is found to be incorrect, his/her candidature shall be summarily rejected.
- 17. Candidate has to bring duly filled two copies of Annexure A, documents in chronological order and submit at the time of Document verification/Selection process.**

### Venue & Time

| VC. No.              | Interview Dates          | Venue                                                                                                                  |
|----------------------|--------------------------|------------------------------------------------------------------------------------------------------------------------|
| CP/01/26 to CP/06/26 | 23.02.2026 & 24.02.2026  | RITES Ltd., Shikhar, Plot No. 1, Sector – 29, Near IFFCO Chowk Metro Station, Gurugram – 122001, Haryana               |
| CL/01/26 & CL/02/26  | 25.02.2026 to 27.02.2026 | RITES LTD, Ground floor, Calsar Heather Punnen Road, Opposite Hilton Hotel, Statue, Thiruvananthapuram- 695001, Kerela |

Interviews will be conducted on first come first served basis. Candidates can appear for Walk-in Interview at any one of the above-mentioned venues.

### General Instructions

- Management reserves the right to cancel/ restrict/ enlarge/ modify/ alter the selection/ recruitment process at any stage, without issuing any further notice or assigning any reason thereafter.
- The number of vacancies may vary.
- Departmental candidates of RITES and candidates working in Government Departments/ PSU shall be allowed to join RITES only after being properly relieved from their parent organization.
- Before applying, the Candidates must satisfy themselves about their eligibility for the post applied for.
- In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact (s), his/her candidature s liable for cancellation. If any of these shortcomings is/are detected even after appointment, his/her services are liable to be terminated.
- Any corrigendum/addendum to this advertisement will be displayed only on the Company's website [www.rites.com](http://www.rites.com). Therefore, applicants are advised to keep checking the Company's website for any update.**
- Offer letter is not considered as proof of experience and candidate has to submit joining & relieving order / experience certificate for claiming the experience.
- Legal jurisdiction will be Delhi in case of any dispute
- No train/bus fare / TA / DA shall be payable.
- Age, experience, and all other eligibility criteria shall be reckoned as on the last date of submission of application (cut-off date).**
- Date of acquiring the qualification will be earliest of the following:
  - Last day of month in which final examination of qualifying degree has been held. In cases where exact date of written examination is stated, the same will treated as date of acquiring the qualification
  - Date of declaration of result
  - Date of issuance of marksheet
  - Date of issuance of degree

There shall be no relaxation on this account. No further relaxation shall be provided in this regard.

Where a specialization is required in the qualifying degree in the educational qualification, candidate is required to submit a certificate from the University/ Institution clearly specifying the specialization in the qualifying degree.

### Communication with RITES

Any information regarding this recruitment process would be made available on the email address provided by the candidate at the time of registration and/or shall be uploaded on RITES website. Candidates are advised to periodically check the site for further updates.

Candidates are encouraged to go through the detailed advertisement and read the "Frequently Asked Questions

(FAQs)” uploaded on RITES website under Career section to solve their queries.

Queries if remaining should be sent to rectt@rites.com only and contain the following particulars:

- i. **VC No.**
- ii. **REGISTRATION/ROLL NO.**
- iii. **NAME OF CANDIDATE IN FULL AND IN BLOCK LETTERS.**
- iv. **Valid email address as given in the application**

Communications not containing above particulars shall NOT BE ATTENDED TO. Any query/ issue should be brought to notice of RITES well in advance of the due date.

RITES will not be responsible for non-submission of application due to issues brought to notice at the last moment. Queries related to information already provided in the advertisement may not be attended to.

#### Important Dates

| S. No.              | Particular                                                                                                                                                                                                                                                                                                                                                                                                                                        | Date                                                                                                                                                                                                                |                         |                 |                      |                         |                     |                          |
|---------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------|----------------------|-------------------------|---------------------|--------------------------|
| 1                   | Commencement of submission of online application                                                                                                                                                                                                                                                                                                                                                                                                  | 22.01.2026                                                                                                                                                                                                          |                         |                 |                      |                         |                     |                          |
| 2                   | Last date of submission of online application                                                                                                                                                                                                                                                                                                                                                                                                     | 26.02.2026                                                                                                                                                                                                          |                         |                 |                      |                         |                     |                          |
| 3                   | <p><b>Walk-in Interview at</b></p> <p>i) <b>RITES Ltd., Shikhar, Plot No. 1, Sector – 29, Near IFFCO Chowk Metro Station, Gurugram – 122001, Haryana</b></p> <p>ii) <b>RITES LTD, Ground floor, Calsar Heather Punnen Road, Opposite Hilton Hotel, Statue, Thiruvananthapuram- 695001</b></p> <p>(Candidates have to report directly for appearing in selection process at any one of the above mentioned venue between 09:30 AM to 12:30 PM)</p> | <p><b>Walk-in Interviews will be conducted as per the schedule below:</b></p>                                                                                                                                       |                         |                 |                      |                         |                     |                          |
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <table><tr><th>VC No.</th><th>Interview Dates</th></tr><tr><td>CP/01/26 to CP/06/26</td><td>23.02.2026 &amp; 24.02.2026</td></tr><tr><td>CL/01/26 &amp; CL/02/26</td><td>25.02.2026 to 27.02.2026</td></tr></table> | VC No.                  | Interview Dates | CP/01/26 to CP/06/26 | 23.02.2026 & 24.02.2026 | CL/01/26 & CL/02/26 | 25.02.2026 to 27.02.2026 |
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                   | VC No.                                                                                                                                                                                                              | Interview Dates         |                 |                      |                         |                     |                          |
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                   | CP/01/26 to CP/06/26                                                                                                                                                                                                | 23.02.2026 & 24.02.2026 |                 |                      |                         |                     |                          |
| CL/01/26 & CL/02/26 | 25.02.2026 to 27.02.2026                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                     |                         |                 |                      |                         |                     |                          |
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                     |                         |                 |                      |                         |                     |                          |
|                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                                                                                                                                                                                                     |                         |                 |                      |                         |                     |                          |

**Annexure-A****Rites Limited****Documents Submission Check-List**

With reference to my application, I am submitting requisite Document(s) along with duly self-attested photocopies of my certificates as under (in chronological order):

| S. No. | Documents name                                                                                                                 | Submitted (Y/N) | Remarks |
|--------|--------------------------------------------------------------------------------------------------------------------------------|-----------------|---------|
| 01     | 10 <sup>th</sup> /High School certificate for proof of Date of Birth                                                           |                 |         |
| 02     | 12 <sup>th</sup> Marksheet                                                                                                     |                 |         |
| 03     | Diploma / Graduation Marksheets- All semesters                                                                                 |                 |         |
| 04     | Diploma / Graduation Certificate                                                                                               |                 |         |
| 05     | Post Graduation Marksheet All semesters                                                                                        |                 |         |
| 06     | Post Graduation Certificate (as applicable)                                                                                    |                 |         |
| 07     | PhD Marksheets & Certificate, if any                                                                                           |                 |         |
| 08     | Other Academic Qualification / Certification, please specify: _____                                                            |                 |         |
| 09     | List of Experience certificates submitted:<br>1. _____<br>2. _____<br>3. _____<br>4. _____<br>5. _____<br>6. _____<br>7. _____ |                 |         |
| 10     | Last company relieving letter/ experience certificate, NOC (For Govt./PSU Employees)                                           |                 |         |
| 11     | ADHAR Card                                                                                                                     |                 |         |
| 12     | PAN Card                                                                                                                       |                 |         |

I also certify that the above documents are authentic, valid and true to the best of my knowledge. If any of the above document(s) or any information contained therein is found to be false, my candidature/ employment may be summarily rejected/ cancelled.

|                                          |  |
|------------------------------------------|--|
| Signature of candidate                   |  |
| Name of candidate                        |  |
| Date of Documents Submission             |  |
| Post Name                                |  |
| VC No against which Documents Submission |  |

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**For official use only**

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I have verified the above documents submitted by the candidate and found **them to be / not to be** (strike out one of these) in order as per company requirement(s)

|  |
|--|
|  |
|--|

|                                                  |  |
|--------------------------------------------------|--|
| Any other remarks/ details of lack of documents: |  |
| Signature of officer accepting documents         |  |
| Name of officer accepting documents              |  |
| Designation of officer accepting documents       |  |
| Date                                             |  |