

**POWER GRID CORPORATION OF INDIA LIMITED**

(A Government of India Enterprise)

**EASTERN REGION TRANSMISSION SYSTEM - II**

CF- 17, Action Area - 1C, New Town, Kolkata -700156, Tel: +913323242846.

Regd. Office : B-9, Qutub Institutional Area, Katwaria Sarai, New Delhi - 110 016



Date: 16-07-2018

**ANNOUNCEMENT OF SHORTLISTS FOR THE POST OF JR. OFFICER TRAINEE (HR) & ASSISTANT (FINANCE) IN ERLDC, POSOCO**

**SCHEDULE FOR ELIGIBILITY VERIFICATION & COMPUTER SKILL TEST**

Based on the online application submitted and performance of the candidates in the Computer Based Recruitment Test held on 22.04.2018 (Sunday) at Kolkata & Siliguri centers, the candidates as per the list placed below have been provisionally short-listed for **Computer Skill Test** (qualifying in nature) for the post of **Jr. Officer Trainee (HR) & Assistant (Finance)** preceded by **Eligibility Verification** as per the eligibility criteria notified in detailed advertisement (**Advt. No. ER-II/01/2017**) hosted in our website. The short-listed candidates are advised to report for **Eligibility Verification** and **Computer Skill Test** at the address given below, as per the schedule (Date & Time) mentioned against each:

**POWER GRID CORPORATION OF INDIA LIMITED**

CF- 17, Action Area - 1C, New Town,

Kolkata -700156, Tel: +913323242846.

**Contact Person: Sh. Manoj Kumar, Dy. Manager (HR)**

**Only those Candidates who fulfil the eligibility criteria as notified in the detailed advertisement (Advt. No. ER-II/01/2017) will be allowed to appear for Computer Skill Test.**

On successfully qualifying the Computer Skill Test, candidate will be called for Pre-Employment Medical Examination (based on merit).

**LIST OF DOCUMENTS REQUIRED TO BE BROUGHT FOR ELIGIBILITY VERIFICATION**  
**(Documents in original along with one set of self-attested photocopy)**

- (i) **Identity Proof viz. Driving License/ Passport/ Aadhar Card/ PAN Card etc.**
- (ii) **Date of Birth** - Matriculation Certificate (Class-X) / Birth Certificate
- (iii) **Educational Qualification** -
  - (a) All mark-sheets (year-wise/semester-wise) from matriculation onwards.
  - (b) Degree/Diploma certificate
- (iv) **Proof of norms** adopted by the University/Institute to convert CGPA/OGPA/DGPA into percentage.
- (v) **For Work-Experience (mandatory for Assistant-Finance post)** : (i) Offer/Appointment Letter (ii) Salary Slip (first & last) (iii) NOC (if presently employed) (iv) Relieving Letter (from past Employer)

**Note : any vocational training including articleship shall not be considered as Work-Exp.**

- (vi) **SC/ST Certificate**, in the prescribed GOI format from Competent Authority, if applicable.
- (vii) **OBC (NCL) Certificate**, in the prescribed GOI format from Competent Authority, if applicable.
- (viii) **Declaration Form** regarding Non-Creamy Layer status in respect of OBC (NCL) candidates in the prescribed format.
- (ix) **Disability Certificate** in case of PwD candidate in the prescribed format, if applicable.
- (x) **Discharge Certificate** in case of Ex-Servicemen in the prescribed format, if applicable.
- (xi) **Certificate** in the prescribed format issued by Competent Authority in respect of J&K Domicile/ Victims of Riots, if applicable.
- (xii) **Recent passport size colored photographs** (6 copies).
- (xiii) **Registration Slip** [Download from POWERGRID website -> Careers->Job Opportunities-> Regional Recruitment ER-II -> Click here to View Advertisement/Apply /Download Admit Card].

**Note: In case any candidate fails to bring any of the above mentioned certificates/ documents or found to be not eligible (as per eligibility criteria specified in the detail advertisement), then the candidature shall be summarily rejected and he/she shall not be allowed to appear in Computer Skill Test. Hence, shortlisted candidates must ensure their eligibility for the subject post before proceeding for Eligibility Verification & Computer Skill Test.**

- Rail Second Class Return fare by the shortest route from the Candidate's correspondence address or the place from which the candidate has travelled to POWERGRID, RHQ-Kolkata Office, whichever is nearer, will be reimbursed. This is subject to furnishing the railway/bus tickets (original) as applicable. No other expenses are reimbursable. No travel expenses are admissible to candidates travelling from places within a distance of 30 KM of the POWERGRID, RHQ, Kolkata, ERTS-II.

**SHORT-LISTED CANDIDATES FOR COMPUTER SKILL TEST  
POST - JR. OFFICER TRAINEE (HR) IN ERLDC, POSOCO**

Sl.	Roll No.	Name Of The Candidate (Ms./Mr.)	D.O.B	Category	Called Against	Date of Reporting (09:00AM)
1	811630000937	JAFAR AHMED KHAN	30-Jun-1995	GEN	UR	<b>30.07.2018 (Monday)</b>
2	811630301092	KURAMANI SAHU	11-Jan-1994	OBC-NCL	UR	
3	811630000966	ABIR LAL BAIDYA	26-Feb-1991	GEN	UR	
4	811630000980	ISHA MISHRA	24-Mar-1994	GEN	UR	
5	811630301077	AVRITTI JAISWAL	26-Dec-1990	OBC-NCL	UR	



**SHORT-LISTED CANDIDATES FOR COMPUTER SKILL TEST  
POST - ASSISTANT (FINANCE) IN ERLDC, POSOCO**

Sl.	Roll No.	Name Of The Candidate (Ms./Mr.)	D.O.B	Category	Called Against	Date of Reporting (09:00AM)
1	811640001113	DIPTIKANTA DAS	25/Jun/1990	GEN	UR	<b>30.07.2018 (Monday)</b>
2	811640001127	AVIK DEY	23/ Aug/1991	GEN	UR	
3	811640001105	AMAN SAURABH	11/Jun/1993	GEN	UR	
4	811640001121	SUDIP KUMAR SAHOO	05/Mar/1992	GEN	UR	
5	880040001303	TANAY SHYAMSUNDER MAITI	25/Sep/1992	GEN	UR	

**Note:** 1. For Computer Skill Test, candidates have been shortlisted in the ratio of 1:5.

2. The Computer Skill Test (qualifying in nature) shall consist of questions from Computer fundamentals & MS-Office package (Word, Excel & Power Point).

The shortlisted candidates are advised to report at Power Grid Corporation Of India Limited, CF- 17, Action Area - 1C, New Town, Kolkata-700156, WB at **09:00 AM on 30.07.2018 (Monday)** for Eligibility Verification and Computer Skill Test **along with all the listed documents.**

On successfully qualifying the Computer Skill Test, candidate will be called for Pre-Employment Medical Examination (based on merit).

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