



MINERAL EXPLORATION CORPORATION LIMITED

(A Government of India Enterprise)

(AN ISO 9001: 2008 CERTIFIED COMPANY)

Registered Office: Dr. Babasaheb Ambedkar Bhavan, Highland Drive Road, Seminary Hills, Nagpur – 440006.

TELEPHONE: 2510310, 2510316, 2510317, 2510419 FAX: 091-7122510548

Email: recruitment@mecl.co.in Website: www.mecl.co.in

CIN: U13100MH1972GOI016078

HUMAN RESOURCE DIVISION

No.: MECL/HR(RECTT.)/03DR19/Tech.(Sampling)/848/REV.00/151

Date:13.01.2021

List of eligible candidates called for Written Test for the post of Technician (Sampling) (W-4),

Advt.No.03/Rectt./2019

Sr. No.	Roll No.	MECL Appl. No.	NAME OF CANDIDATE (S/SHRI)	Date of Written Test	Reporting Time of Written Test
1	031914110001	16	HEMANT JANARDHAN SONKUSARE	02-02-2021	10:00 AM
2	031914110002	692	KONDREDDY RAMULU	02-02-2021	10:00 AM
3	031914110003	3490	SOHAN SAHADEO PAWAR	02-02-2021	10:00 AM

Those who have not received Admit Card sent by speed post/ E-mail may report to HR Office 2nd floor Corporate Office, Nagpur 01 working day prior to the written test to collect the same.

DATE OF WRITTEN TEST	: 02-02-2021
WRITTEN TEST REPORTING TIME	: 10:00 AM
TIME OF WRITTEN TEST	: 11:00 AM
TEST CENTER ADDRESS	: MECL Training Center, Utility Complex, Seminary Hills, Nagpur, Maharashtra
DATE & TIME OF DOCUMENT VERIFICATION & TRADE TEST	: 03-02-2021, 10:00 AM (Only for Candidates who are in Merit List of Written Test)
ISSUING AUTHORITY	: Sr. Manager (HR) (Recruitment)

IMPORTANT INSTRUCTIONS

- Candidates must carry a print of this Admit Card affixed with a recent passport size colour photograph when appearing for the Written Test.
- Candidate must bring one photo identity proof (Driving license/Voter ID Card/Pan Card/Adhaar Card etc.) for verification purpose.
- Admission to the test centre will be on production of admit card issued by this office only.
- The written test will start from 11:00 AM. Candidates are advised to report at venue 1 hour prior to the written test, i.e. 10:00 AM. **No admission to the candidates will be entertained in Test Centre after 10:30 AM.**
- Mobile phone, pager, practise booklet, calculator, notes and scales shall not be permitted during the written test. You have to make your own arrangement to keep these items out of the written test centre.
- Candidates are expected to maintain discipline at the test centre. Creating disturbance, exchanging notes, consulting/talking to each other, seeking/ receiving any help from external means etc. will result in cancellation of your candidature for the post. Candidates found using unfair means will be disqualified.
- The written test will consist of 100 MCQ (Multiple Choice Questions) related to the subject with no negative marking for wrong attempt. Duration of Written Test will be 02 (Two) Hours.
- Candidates must hand over all Question & Answer sheets and Admit Card to the invigilator before leaving the Examination Hall.
- **Result of the Written Test and instructions/schedule for the Document Verification and Trade Test will be displayed at MECL Corporate Office premises, Dr. Babasaheb Ambedkar Bhawan, Highland Drive Road, Seminary Hills, Nagpur and on the MECL website www.mecl.co.in on 02.02.2021 / 03.02.2021.**
- Candidates qualified in Written Test will have to present themselves for Document Verification and Trade test on 03.02.2021 as per the schedule announced on the MECL website failing which their candidature will be treated as cancelled.

- **The candidates have to make their own arrangements to stay at Nagpur for Written Test, Document Verification & Trade Test up to 03.02.2021.**
- It is to be noted that candidates will be allowed for the Trade test only if their documents are found correct as per advertisement. Candidates whose documents are found incorrect will not be allowed for the Trade test and will be rejected.
- Candidates are advised to keep a copy of this Admit Card as the original Admit Card must be submitted to the Invigilator at the time of written test.
- Mere appearance / attendance in the Written Test / Documents Verification/ Trade Test does not imply / bind MECL to select the candidate for employment.
- No TA (Travelling Allowance) will be paid to any candidate appearing for the Written Test / Documents Verification/ Trade Test.
- Candidature for the post is provisional and is subject to fulfilment of educational and other eligibility criteria as prescribed for the post in our Advt.No.03/Rectt./2019.
- MECL reserves the right to cancel the recruitment process for the post of Technician (Sampling) (W-4), if felt necessary, at any stage of the recruitment process.
- Please note that the Admit Card issued by this office does not confer an offer of employment.
- Canvassing directly or indirectly will disqualify the candidature.
- In case of any guidance/information/clarification regarding application, candidature etc. candidates can write to us at recruitment@mecl.co.in or **contact us on 0712-2510310.**

NOTE: Following documents need to be produced in original at the time of Document Verification

- For document verification candidates are advised to bring 01 copy Admit Card, 02 coloured passport size photographs, Matriculation or equivalent certificate in support of Date of Birth, **last 03 months Salary Slips**, one copy of Online Application Form along with duly filled Employment Proforma (as enclosed with this Admit Card), all original educational certificates along with 01 set of photocopies in support of educational/ technical /professional qualifications i.e. 10th/12th/Diploma/Degree/Post-Graduate Degree/Professional Certifications/Typing certificate/Shorthand Certificate/Wireman Certificate (if any) from a recognized Board/University/Institute as per Advertisement Criteria mentioned in Advt.No.03/Rectt./2019 which should have been acquired before the Date of Reckoning (07-08-2019). Further, candidates are advised to produce consolidated mark sheets and year-wise or semester-wise mark sheets (with overleaf details, if any) in proof of subjects studied at various levels.
- Documents (**Appointment letter, relieving letter, experience certificate, increment letter, promotion letter, salary slips, nature of duties**) in support of work-experience as mentioned in Advt.No.03/Rectt./2019 and Online Application.
- **Candidates must submit valid proof in support of the Nature of Duties/Roles and Responsibilities performed by him/her at the time of Document Verification failing which the candidate will not allow for for Written Test/ Document Verification/ Trade Test and thus candidature will be rejected.**
- Candidates currently employed in CPSE/SPSE/Central Govt./State Govt. need to produce No-Objection Certificate from their employer, failing which the candidate will not be allowed for Trade Test and thus candidature will be rejected.
- **SC/ST/OBC-NCL Candidates** are advised to produce a Valid Caste/Tribe Certificate at the time of document verification in the prescribed format issued by the Competent Authority empowered to issue such certificate. OBC Candidates are further advised to produce **Non-Creamy Layer Certificate** issued by the Competent Authority empowered to issue such certificate in format of Government of India, issued in current Financial Year. **Persons with Disabilities (PwD)** are required to produce a medical certificate at the time of document verification in the prescribed form issued by the Competent Medical Authority for the purpose of employment. **EWS Candidates** are advised to produce a Income and Asset Certificate issued by the Competent Authority empowered to issue such certificate in prescribed format as mentioned in DOPT Office Memorandum No.36039/1/2019.
- Candidates need to produce the **MECL Copy of Challan** towards the Online Application for the post of Technician (Sampling) (W-4) – Advt.No.03/Rectt./2019 (for UR, EWS and OBC-NCL candidates only).
- Candidates must carry any other document required in original which needs to be produced at the time of Document Verification and ensure that all criteria is adhered to as mentioned in Detailed Advertisement - Advt.No.03/Rectt./2019.
- Failing to comply with any of the above mentioned criteria, your candidature will be treated as cancelled and you will not allow for Written Test/ Document Verification/ Trade Test.

Recruitment process in MECL is purely based on merit. Candidates are advised NOT to get trapped by fraudulent messages/ persons, who claim to help in getting the selection in MECL in lieu of monetary benefits/bribe. Failing to comply with any of the above-mentioned criteria, will lead to cancellation of candidature and debar the candidate from appearing in further recruitment proceedings. Further, merely appearing/attending the Written Test/ Document Verification/ Trade Test for the post doesn't imply/bind MECL to select the candidate for employment.

COVID RELATED INSTRUCTIONS:

All candidates are required to carefully read the instructions for COVID-19 given with the Admit Card and strictly adhere to them as below-

1. Candidates are advised to carry the following items with them into the venue:
 - a) Personal sanitizer & face mask
 - b) Personal transparent water bottle
2. As a precaution for COVID-19, the candidate must reach at the venue in time to avoid any crowding at the centre at the time of entry and to maintain physical distancing.
3. Candidate must sign on the Attendance sheet after sanitizing hands with sanitizer.
4. Candidates are required to adhere to all the guidelines related to COVID-19 including social distancing, use of face mask, hand sanitization and personal hygiene etc.
5. Spitting shall be strictly prohibited.
6. Respiratory etiquette to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow and disposing off used tissues properly.
7. Self-monitoring of health by all and reporting any illness at the earliest are essential.
8. The candidate should wear his/her own face mask at all times.
9. Temperature of the candidates will be checked with thermo guns at entry point and candidates having temperature above prescribed limit ($>99.14^{\circ}$ F/ 37.30 C) temperature will not be allowed entry in the venue.
10. Candidates without having COVID-19 related declaration as attached will not be permitted entry into venue.
11. On completion of process, the candidates will be permitted to move out in an orderly manner i.e., one candidate at a time observing and maintaining Social Distancing.

Failing to comply with any of the aforesaid mentioned instructions, your candidature will be treated as cancelled and you will not be allowed for Written Test / Documents Verification/ Trade Test.

**COVID-19 SELF DECLARATION (UNDERTAKING) (I) TO BE FILLED IN BY THE CANDIDATE FOR
APPEARING IN WRITTEN TEST/SKILL TEST/ TRADE TEST/DOCUMENT VERIFICATION/ INTERVIEW IN
MECL**

NAME OF THE CANDIDATE: _____

FATHER'S / HUSBAND'S NAME: _____

MECL APPLICATION No.: _____

POST NAME: _____

CORRESPONDENCE ADDRESS: _____

I, do hereby declare the following (please tick, wherever it is applicable to you):

1. I have not been suffering from flu-like symptoms of fever, cough, breathlessness, sore throat/ runny nose, body ache in the last 14 days.
2. I have not been in close contact with a confirmed case of the COVID-19.
3. I have not been in close with a person suffering from COVID-19 and am not under mandatory quarantine I have read the instructions, notices and SOP for COVID-19 prevention related to this examination available on the official website of DGMS (www.dgms.gov.in) and the advisory for candidates regarding COVID-19.

Candidate's Signature:

Date:

DECLARATION (I)

(to be submitted at the time of document verification)

1. Are you related/ known to anyone who is/was working in MECL? (please write Yes/No in space below):

_____.

If yes, please provide the details as below:

S.no.	Name in full	Position in MECL	Relationship with you

2. I do hereby undertake that in case it is detected at any stage that I have submitted false information at the time of document verification/ at the time of joining, my candidature shall be rejected /cancelled without assigning any reason, thereof. Similarly, even after joining, if it is found that I have furnished any incorrect/ false information or suppressed any relevant information/material information, my candidature/ services shall be summarily terminated immediately without any notice and Offer of employment issued in favour of myself will be withdrawn /cancelled before/after the joining in MECL.

Candidate Signature:

Date: