

**INDIAN INSTITUTE OF TECHNOLOGY
(INDIAN SCHOOL OF MINES)**

ESTABLISHMENT SECTION

No. 411002/15/2023-NFR

Date: 29th January, 2024

NOTICE No. 08/2024

[Document verification (2nd round) for the post of Junior Assistant in Pay Level-3]

Ref: (i) Advertisement No. 411002/15/2023-NFR dated 08.09.2023
(ii) Notice No. 411002/15/2023-NFR dated 02.12.2023
(iii) Notice No. 411002/15/2023-NFR dated 15.01.2024

Based upon the performance in the Written Test, Computer Proficiency Test and Typewriting Speed Test. Candidates were shortlisted for Document Verification conducted on 22.01.2024.

During Document Verification process, three candidates were absent for Document Verification. Therefore, the following candidates, in the lower order of merit, for the post of Junior Assistant (PL- 3) are provisionally shortlisted for 2nd round verification of original documents pertaining to age, educational qualification, percentage of marks, experience, valid category certificate(s) etc., as mentioned in advertisement:-

S. No.	Application No.	Roll No.
1.	NFR202315JA46455	23JA01470
2.	NFR202315JA48688	23JA02282
3.	NFR202315JA48666	23JA02270

The following documents will be verified from originals:

- (i) Matriculation certificate in support of Date of Birth.
- (ii) Marks sheet of Educational qualification in support of percentage of marks (in case of Grades/CGPA, the conversion formula is also to be produced)
- (iii) Educational Qualification Certificate.
- (iv) Experience Certificates.
- (v) **'No Objection Certificate'** from the present employer (in case of employed in Central Government/ State Govt./ Union Territory Administration/ Central or State Autonomous Bodies/ Central or State PSUs in support of eligibility).
- (vi) In addition, the following documents are also required to be produced for the verification:

For OBC Category: Valid OBC-NCL certificate issued by the Competent Authority in the format prescribed for appointment under Govt. of India.

The candidates are required to be physically present for document verification during office hours (10:00 AM – 04:00 PM) on any working day upto 07th February, 2024 at Establishment Section, Admin Block, IIT (ISM) Dhanbad. No TA/DA will be admissible for the purpose.

The candidates who fail to produce the required original documents on the date mentioned above, her/his candidature will stand cancelled. Request for change of date and time for Document Verification shall not be entertained.

Registrar