

**MAHARASHTRA STATE ELECTRICITY TRANSMISSION CO. LTD**

**Interview Schedule for the post of “Public Relations Officer”**  
**(List of candidates called for Personal Interview)**

Advertisement No. 04/2014 was published in the month of June 2014 for filling in the post of “Public Relations Officer”. Accordingly, online test was conducted in the month of July 2014. Taking into consideration the performance in the online test, following candidates have been short listed for personal interview.

**“ALFA ORDER LIST”**

**Public Relations Officer**

<b>Sr. No.</b>	<b>Roll No.</b>	<b>Name of the candidates (S/Shri)</b>
1	1105090032	Dhage Gajanan Digambarrao
2	1105090007	Joshi Sunil Namdevrao
3	1105090002	Nardele Sandip Tanaji
4	1105090041	Rasal Arun Babanrao

**2. DATE, TIME & VENUE OF THE PERSONAL INTERVIEW:**

<b>Name of the Post</b>	<b>Date</b>	<b>Reporting Time</b>	<b>Venue</b>
Public Relations Officer	05.02.2015	02.30 PM	MSETCL, Prakashganga Building, Plot No, C-19, E-Block, (Behind Family Court) Bandra-Kurla Complex, Bandra (East), Mumbai-400051.

**3. GENERAL INSTRUCTIONS:-**

1. Before appearing for the Personal Interview, candidates are advised to ensure that they are eligible according to the criteria stipulated in the Advertisement. If it is observed that, they do not meet any of the criteria; candidature of such candidates will be cancelled at any stage of the recruitment process.
2. Candidate appearing for interview without Call Letter & photograph affixed thereon will **NOT** be allowed to appear for the personal interview.
3. Candidates should bring their call letter along with **two recent passport size photographs** and all **ORIGINAL** Certificates along with one set of attested copies regarding (Whichever is applicable):
  - i. S. S. C. Certificate / School leaving certificate for Date of Birth
  - ii. Mark sheets of Degree/Diploma/Post Graduate Degree/Post Graduate Diploma etc. (As applicable)
  - iii. Degree Certificate/Diploma Certificate /Provisional Degree Certificate / Post Graduation Degree Certificate/Post Graduation Diploma Certificate (Apart from Marksheet).
  - iv. Experience certificate/s specifically indicating:-
    - a. Post Held.
    - b. Job responsibilities.
    - c. **Date of joining and relief.**
    - d. Area of experience.

- v. Proof of salary (Salary Slip or Salary Certificate)
  - vi. Certificate of Computer Literacy
  - vii. Certificate of Marathi Knowledge.
  - viii. Proof of Change of Name (If candidate has changed his/her Name).
4. **It is the responsibility of the candidate to produce all required documents including Degree / PG Degree Specialisation and Specific work experience indicating date of joining and relief, ect. In case of non-production of said documents, candidature of such candidates may be cancelled. The decision of the Company in this regard shall be final.**
  5. Call letter for Personal Interview is purely provisional and does not confer any automatic right of possible employment with the Company. If, at any stage, information provided by candidate is found incorrect/incomplete or is not in conformity with eligibility criteria as specified in the advertisement for the applied post or if it is found that candidate has concealed/ distorted any material information, his/her candidature will be cancelled at any time during the recruitment process.
  6. If it is found that the information furnished by candidate (knowingly or willfully) is incorrect or false or material information is suppresses, this may lead to disqualification at any stage of recruitment process and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
  7. Any canvassing by or on behalf of the candidate or to bring political or other outside influence with regard to his/her selection/recruitment for the above post shall be considered as DISQUALIFIED.
  8. Candidates have to appear for personal interview at their own cost. No reimbursement towards travelling or any other expenses shall be paid.
  9. Any request for change of time, date and/or venue of the Personal Interview will not be entertained under any circumstances.
  10. If the Personal Interviews are not conducted / completed on the aforesaid date, the same will be continued /held on the next day. Therefore, you are requested to come duly prepared for the same at your own cost.
  11. Employees working in Govt. / Semi. Govt. Undertaking will may produce No Objection Certificate at the time of interview.
  12. No query/correspondence on this issue will be entertained.
  13. In case of change in date, time and / or venue, it will be informed accordingly by SMS and/or E-mail.

**Date:-21.01.2015**

**Sd/-  
Chief General Manager (HR)**

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