

दूरभाष: 0712-2590050, 2806100

**मॉयल लिमिटेड**

(भारत सरकार का उपक्रम)

मॉयलभवन, 1ए काटोलरोड, नागपुर- 440 013

वेबसाईट: [www.moil.nic.in](http://www.moil.nic.in) फ़ैक्स: 7122592073

CIN No.:L99999MH1962GOI012398



PHONE : 0712-2590050, 2806100

**MOIL LIMITED**

(A Government Undertaking)

MOIL Bhavan, 1A, Katol Road, NAGPUR-440 013

Website: [www.moil.nic.in](http://www.moil.nic.in) Fax: 0712-2592073

CIN No.:L99999MH1962GOI012398

March 25, 2022

**RECRUITMENT FOR THE POSTS OF CHIEF MANAGER (FIN. & ACCTS.) (E-04)/  
SR. MANAGER (FIN& ACCTS.)(E-03)**

Advertisement date: 11/09/2019

**NOTICE FOR SHORTLISTED CANDIDATES FOR DOCUMENT VERIFICATION &  
MEDICAL EXAMINATION**

1. The list of candidates who have been shortlisted on the basis of online test held on 03/07/2021 & interview held on 22/10/2021 for the posts of Chief Manager (Fin & Accts.)/Sr. Manager (Fin & Accts.) are shown below at **Annexure-A**. They are requested to report for document verification and medical examination as per the schedule mentioned against their names. The venue for document verification is MOIL Bhavan, MOIL Limited, 1-A, Katol Road, Nagpur-440 013, Maharashtra.
2. Candidates should bring the following certificates/ documents in originals along with a set of self-attested copies for verification (arranged in same series):
  - i. Date of Birth Certificate
  - ii. Educational Qualification certificates (SSC, 10+2, Certificates/Provisional certificate/Degree/CA/ICWA/CMA/PG degree/Diploma and mark sheets of all semesters /years as applicable).
  - iii. All certificates/ documents related to work experience
  - iv. Wherever applicable, caste certificate of Scheduled Caste/Scheduled Tribe/ Other Backward Class (non- creamy layer) issued by the Competent Authority in the format prescribed by GOI (Copy of formats available on MOIL website). Candidates belonging to OBC - Non Creamy Layer are required to submit caste certificate from the Competent Authority, issued within one year.
  - v. Income and Asset Certificate issued by a Competent Authority in the prescribed form available in our website (applicable for EWS candidates only).
  - vi. Physical Disability certificate from the Competent Authority, in the prescribed format (Copy of formats available on MOIL website) wherever applicable.
  - vii. Applicants working in Central/State Government/PSUs/Institute shall submit No Objection Certificate from current employer.

- vii. Any one of the following valid photo ID Card, Passport/Driving License/Electoral Identification card/Aadhaar Card.

Note: In case, if any of the certificates are not in Hindi, English or Marathi a self-certified translation of the same shall also be submitted.

If any candidates do not produce any of the above mentioned documents which are required for determining eligibility for document verification, his/her candidature will not be considered for medical examination.

3. In case of any dispute arising about admissibility of any particular qualification the decision of Chairman & Managing Director, MOIL Limited shall be final and binding.
4. After completion of document verification, if found eligible, they will be subjected to medical examination. Therefore, candidates are advised to come prepared for the medical examination.
5. It may be noted that merely calling a candidate for document verification does not entitle him/her in any way for an appointment in the Company.
6. No TA/DA will be provided to the candidates for appearing document verification and medical examination.
7. In view of the Covid-19 pandemic, all the candidates are required to strictly follow the belowmentioned guidelines while attending the document verification at the venue:
  - i. Wearing of mask all the time.
  - ii. Candidates should bring own transparent water bottle and hand sanitizer.
  - iii. Candidates should not share any personal belongings with any other candidates.
  - iv. Always maintain social distancing from each other.
  - v. At the time of entry, body temperature will be checked by the Security Staff.
8. Please visit MOIL's website & your individual registered e-mails regularly for any updates/notifications.
9. For any queries, candidates can write to MOIL at [recruit@moil.nic.in](mailto:recruit@moil.nic.in).

**Chief Manager (Pers.)  
MOIL Ltd, Nagpur**

**ANNEXURE-A**

**Shortlisted Candidates - Chief Manager (Fin.& Accts.)**

<b>Sr. No.</b>	<b>Roll No.</b>	<b>Name of the Candidate</b>	<b>Date of document verification &amp; Medical examination</b>	<b>Reporting Time</b>
1	1110000122	Shri. Amit Ashok Bajaj	08-Apr-22	10:00 AM

**Shortlisted Candidates - Sr. Manager (Fin.& Accts.)**

<b>Sr. No.</b>	<b>Roll No.</b>	<b>Name of the Candidate</b>	<b>Date of document verification &amp; Medical examination</b>	<b>Reporting Time</b>
1	1110000158	Shri. Ashish Jaiguru Gosavi	08-Apr-22	10:00 AM
2	1110000239	Shri. Tarun Kukreja	08-Apr-22	10:00 AM