

## **IMPORTANT INSTRUCTIONS FOR CANDIDATES**

- 1) Candidate should indicate the percentage obtained in degree in the online application. Where CGPA / OGPA/ CPI is awarded, the same should be converted into percentage and indicated in the application form. The Conversion Formula is to be produced at time of interview in such cases. It shall be the responsibility of the candidate to produce conversion formula to percentage duly issued by concerned University/ Institute at the time of Interview, failing which the candidature is liable to be rejected.
- 2) The candidate will be required to UPLOAD scanned copy of following original documents in the application form:
  - a) Essential Educational Qualification (pdf format): Degree/ Provisional Certificate and Consolidated Marksheet indicating the percentage obtained in degree.
  - b) Higher/Additional Educational Qualification, if any (pdf format): Degree/ Provisional Certificate and Consolidated Marksheet indicating the percentage obtained in degree.
  - c) Document in support of work experience, if any or Post qualification research experience, if any (pdf format).
  - d) Document in support of Age (Birth Certificate/ Xth Class Certificate) (pdf format)
  - e) Latest Photograph (jpg/jpeg format)
  - f) Signature (jpg/jpeg format)
  - g) Identity Document (Aadhar Card/ Driver's License/ Any other Identity Card that is issued by Government Authorities only) (pdf format)
- 3) The candidate will be required to produce original copy of above documents at time of interview failing which the candidature is liable to be rejected.
- 4) All the educational qualifications should be from University/ Institution/ Board recognized by Govt. of India/ approved by Govt. Regulatory Bodies.
- 5) The closing date of application will be considered for calculation of age, experience and eligibility.
- 6) Mere fulfillment of qualification or shortlisting shall not confer any right to be engaged as Graduate Engineer.