

No.37/3/2012-NWR
Government of India
Staff Selection Commission
Department of Personnel & Training

North Western Regional Office,
Block-3, Kendriya Sadan,
Sector-9, Ground Floor,
Chandigarh
Help line No.9915509204
9915509331
Website: www.sscnwr.org.
Email- sscnwr1@gmail.com

Dated December, 2014

Roll No. :

Sub: Recruitment to the post of Investigator in O/o Development Commissioner(Handicraft), Ministry of Textiles advertised vide Cat. No.NWR-4 of Advt. No.SSC/NWR-4/2013 – interview regarding.

Dear Candidate,

With reference to your candidature for the above said post, I am to inform you that on short-listing, you have been found provisionally eligible for being called for interview/personality test. Accordingly, you are requested to present yourself for the interview/personality test as per following Programme.

Interview Date: **02.01.2015**

Reporting Time **8.30 AM**

Venue Staff Selection Commission (NWR), Block-3, Kendriya Sadan, Sector-9,
Ground Floor, Chandigarh- 160 009

2. You should bring this call letter [in original] along with the following documents in original, and also the copies thereof, self attested, for verification and record.

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- (i) Matriculation/High School/Higher Secondary/equivalent certificate, issued by the State/Central Education Board and not by the Principal/Headmaster of the School/Institution where studied, showing your date of birth [in Christian Era]
- (ii) All other certificates/Degrees and Diplomas etc. in support of your educational/technical/professional qualifications and subjects studied at various levels mark sheets pertaining to all the years of each course indicating the subjects studied in each year, as claimed in your application or the bio-data sheet.
- (iii) In case candidate is appearing as Departmental Candidate against Departmental post, necessary certificate with reference to qualifying period of service from Department concerned may also be furnished.
- (iv) Certificates/documents issued by the Competent Authorities in the format as prescribed in the Notice of Examinations in support of your claim of being SC/ST/OBC/Ex-serviceman/Physically Handicapped.
- (v) Complete Discharge Certificate in support of your claim of belonging to Ex-Serviceman Category [if applicable].
- (vi) Certificate from the Department (in case you are a Central Govt. Departmental candidates) in support of your claim that you have **completed three years regular service on the prescribed last date of submission of application** and also the Departmental endorsement/certificate with particulars, duly verified by your office, in case age relaxation has been sought or claimed accordingly. Please note that you will not be eligible for being treated as a Departmental Candidate if you have ceased to be in Government Service.
- (vii) In case you are a disabled Defence/BSF personnel, necessary Disability Certificate from the competent authority.
- (viii) Certificates in support of your claim regarding participation in extra-curricular activities/games/sports, etc.
- (ix) 5 copies of Personal Bio-data sheets required duly filled in[specimen copy of bio-data enclosed], with recent Passport size photograph affixed on each bio-data form along with signed by you, and 2 extra Passport size photographs.
- (x) Caste Certificate which is to be submitted by the candidates who belong to SC/ST/OBC.
- (xi) Certificates in support of claim regarding experience, if any, indicating the nature of duties performed and the functions of the organization where such experience was gained.
- 3.** In case you are already in Government service/Department and your application has not been forwarded through proper channel, a 'No Objection Certificate" from your present employer to this effect, should also be produced.
- 4.** If you do not produce any of the above mentioned documents in Original (along with their attested copies) which are required for determining eligibility for the interview in question, except the documents mentioned against Nos. (vii) to (x), you will not be admitted for the interview under any circumstances whatsoever and no further opportunity will be accorded to take the interview. However, the documents against No. (viii) and (x) are

required to be produced in support of your claim mentioned therein, failing which your claim will not be taken into account.

5. No travelling or other expenses will be paid by the Commission for attending the interview. However, eligible SC/ST candidates attending the interview will be re-imbursed to and fro IInd Class Railway fare or bus fare chargeable by the shortest route, provided that the fare of the first 30 Kms in both cases, is borne by the candidate. No extra charges, if any incurred for reserving seats, sleeping berths in the train, will, however, be reimbursed to the candidate. The candidate must furnish details like distance on travelling, mode of travel, ticket number, actual fare paid by the candidate etc. SC/ST candidate in service under Central/State Government, Corporation, and Public Sector Undertakings, Local Government institutions / panchayat will not, however, be eligible for such reimbursement.

6. Any change in your present postal address should be communicated to this office at once indicating your Roll No, name of the examination and the post applied for and the changed address..

7. You have the option to converse either in Hindi or English during the interview. The interview/personality test is structured in such a manner that the candidates "interests, knowledge, various traits, aptitude, suitability etc. are probed among other things, through academic qualifications, extra-curricular activities, general awareness/knowledge, depth of knowledge of the subject studied, communication skill and personality etc.

8. Your candidature is **Provisional.** You must, therefore, ensure that you fulfill all the conditions of eligibility laid down in the advertisement/notice of the Examination. If at any stage it is found that you do not fulfill any of the conditions of eligibility, **Your candidature will be cancelled and no appeal against such cancellation will be entertained.** The fact that you have been called for interview does not confer any right on you to be treated as eligible in all respects for appointment or to be considered for interview. To avoid any disappointment at a later stage, you are advised to recheck whether you meet all the eligibility criteria laid down on the crucial date prescribed for the post/examination in question.

9. Please note that **date, time and venue of interview is final** and no request for change will be entertained. In case you fail to attend the interview, it will be presumed that you are not interested in the post and your candidature will be treated as 'Cancelled.' No further correspondence will be entertained in this regard.

10. The Commission will not be responsible for late/non receipt of this letter due to delay in postal transit.

11. Canvassing in any form will result in cancellation of your candidature.

IMPORTANT

Candidates who wish to be considered against vacancies reserved or seek age relaxation must submit requisite certificate from the competent authority, in the prescribed format at the time of Interview. Otherwise, their claim for SC/ST/OBC/EXS/PH status will not be accepted and their candidature will be considered under GENERAL [UR] category if applicable.

Yours faithfully,



[Hari Ram]
ASSISTANT DIRECTOR