



MANGALORE REFINERY AND PETROCHEMICALS LIMITED
(A Subsidiary of Oil and Natural Gas Corporation Limited)
CIN No. : L23209KA1988GOI008959
Kuthethoor Post, Mangalore – 575030

Advertisement No. **79/2020**

Date of opening of online application portal: **22/10/2020**
Last date for submission of online applications: **20/11/2020**

RECRUITMENT OF EXECUTIVE (ENGINEERING DOCUMENTATION CENTRE)

Mangalore Refinery and Petrochemicals Limited (MRPL), a Schedule 'A' Mini Ratna Central Public Sector Enterprise and subsidiary of ONGC; India's top energy company is operating a 15 Million Metric Ton state-of-the-art Refinery located in a beautiful hilly terrain, north of Mangaluru city, in Dakshina Kannada District of Karnataka State. The refinery has got a versatile design with complex secondary processing units and a high flexibility to process crudes of various API, delivering a variety of quality products. It also incorporates a Polypropylene unit having a capacity of 440 KTPA.

MRPL also operates a world-class petrochemical unit capable of producing 1 Million Tons of Para Xylene through its subsidiary ONGC Mangalore Petrochemicals Limited (OMPL)

If you have the desire to excel then we welcome you to join the team and contribute towards the development of the nation. We are looking for bright, energetic, aspirant and dedicated youth (Indian Nationals only).

The details of eligibility criteria regarding prescribed educational qualification, age and other eligibility criteria and procedure for submitting application is mentioned below:

I.Reservation of post, Age relaxation and place of posting

Table - 1

Sl. No.	Position	Grade	No of Post	Reservation	Upper Age Limit
1	Executive (Engineering Documentation Centre)	A	1	Unreserved	28 years

a) Posts identified suitable for Persons with Disability (PWD) category

The above position is identified suitable for the following PWD categories having minimum 40% disability:

Table - 2

Sl. No.	Position	Eligible PWD Categories
1	Executive (Engineering Documentation Centre)	OH(OA), OH (OL), OH (BL), VH(LV), HH

Abbreviations Used: OH – Orthopedically Handicapped, OA - One Arm, OL – One Leg, BL- Both Leg, VH- Visually Handicapped, LV- Low Vision, HH- Hearing Handicapped.

b) **Age relaxation for candidates belonging to Persons with Disability (PWD) category having minimum 40% disability.**

Candidate belonging to eligible PWD category having minimum 40% disability are entitled for 10 (ten) years relaxation in upper age limit.

c) Age relaxation for ex-servicemen will be as per relevant Government Guidelines.

d) The job location/initial place of posting is MRPL Mangalore. However, employees are liable to be transferred to any place in India or abroad, within the same organization, or one of the group companies of ONGC or any other organization as per the requirement of MRPL.

e) If required, the employee needs to work in shifts including night shifts.

f) **The cutoff date for deciding the maximum permissible age is 20/11/2020.**

II. MINIMUM ESSENTIAL EDUCATIONAL QUALIFICATION AND OTHER ELIGIBILITY CRITERIA REQUIRED FOR THE POST

a) Minimum essential educational qualification

i. Bachelor degree from a recognized University with minimum 60% marks in aggregate.

ii. Master's Degree in Library and Information Science from a recognized University with minimum 60 % marks in aggregate.

b) Additional conditions regarding educational qualifications

i. All qualification must be from UGC recognized Indian University / UGC recognized Indian Deemed University or AICTE approved Autonomous Indian Institution / Concerned Statutory Council (wherever applicable)/Board of Technical Education.

ii. Minimum aggregate percentage of marks in the essential qualification as indicated above shall be aggregate of all semesters to be calculated taking average of all semesters/years, irrespective of the weightage to any particular semester/year by the Institute/University. Aggregate percentage of marks shall not be rounded off (**for example 59.99 % not be rounded off as 60 %**).

iii. In case CGPA/OGPA/Grade is awarded by university, the equivalent percentage shall be derived based on the formula provided by the University for converting the grade to percentage. If no formula is prescribed by the University, **the equivalence in percentage of marks will be established by multiplying the CGPA/OGPA/Grade by a factor of 10 subject to the condition that the candidate has to submit documentary proof that the University does not have any formula for conversion of CGPA/OGPA/Grade to percentage.**

III.SCALE OF PAY, PROBATION AND EMOLUMENTS

- a) The Candidates selected will be placed on probation as per Company Rules in the scale of pay of **Rs 60,000 – 1, 80,000/-**. In addition the candidate will be eligible for DA (on IDA pattern), HRA/Township Accommodation, Perks & Allowances under cafeteria approach and other allowances/benefits admissible as per Company Rules.

IV.SELECTION PROCESS

- a) Selection process consists of Written Test, Group Discussion and Personal Interview. The candidates who score minimum 60% marks in written test will only be considered for Group Discussion and Personal Interview in the ratio 1:5 (i.e. for one post top 5 candidates based on the written test marks will be shortlisted for Group Discussion and Personal Interview). In case of multiple candidates having same score in the written test conducted by MRPL, then the candidate who has got higher marks in the qualifying examination (i.e. Master Degree in Library and Information Science) will be considered for further selection process.
- b) The management reserves the right to add, modify or delete any test, as the case may be, to the selection process.
- c) Details of Written Test

Table - 3

Duration	180 minutes
Total number of questions	150 questions carrying 1 mark each in three sections as mentioned below: (i) General Awareness – 30 marks (ii) Discipline/Subject – 100 marks (iii) Aptitude test – 20 marks Note: There will be no negative marking.

- d) MRPL reserves the right to introduce additional phase of written examination / screening Test in compelling circumstances for screened candidates on the basis of performance in written test and decision regarding calling such number of candidates will be decided by MRPL only.
- e) The Question Papers for Written Test will be Bilingual i.e. in English & Hindi. The candidates are required to choose the preferred language for written test while applying.

V. GENERAL INFORMATION / INSTRUCTIONS:

- a) No other Qualification other than those expressly mentioned in the Qualification Criteria would be accepted.
- b) The admit card for Written Test/ Call letter for the Group Discussion and Personal Interview can be downloaded from <https://www.mrpl.co.in/careers>. Shortlisted candidates will be informed by email/sms regarding the availability of the same in the website.
- c) While filling online application, it is mandatory for all the candidates to upload their Photograph, Signatures, Caste Certificate/PWD certificate etc. as specified in this advertisement without any exception. Non submission of the above documents or if the uploaded documents are not legible, then the application of the candidate may be rejected.
- d) Candidates should comply with additional instructions of MRPL, if any.
- e) No correspondence will be entertained about the outcome of the application, at any stage.
- f) Candidate must ensure to have fulfilled all the eligibility criteria specified in the advertisement as on **20/11/2020**. Candidates should satisfy themselves that they fulfill the required qualification and other eligibility criteria, before applying for the post. In case it is found that the information furnished by a candidate is defective in any manner or has been deliberately suppressed, the candidature will be summarily rejected as and when it comes to the notice of the Management. The candidates are advised to satisfy themselves fully about the correctness of the information furnished to MRPL. The candidature would be rejected if found ineligible at any stage.
- g) Issue of admit card for written test/ call letter for Group Discussion and Personal Interview does not confer any right of acceptance of candidature and should not be construed as an acknowledgment of fulfilling the eligibility criteria.
- h) Candidate should possess a Valid E-Mail ID and Mobile Number. The E-Mail ID and Mobile Number entered in the Online Application Form should remain valid / active until the recruitment process is completed. No change in the Email ID and Mobile Number will be allowed once submitted. The candidate himself/herself will be responsible for wrong or expired E-Mail ID & Mobile Number.
- i) In case of any clarification on recruitment process, please email at recruit1@mrpl.co.in. No other form of communication shall be entertained. However, pendency of any such query will not effect in extension of scheduled dates of the recruitment process.
- j) The decision of MRPL in all matters relating to the conduct of Written Test, Group Discussion, Personal Interview etc. and preparation of merit list will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

VI.LIST OF DOCUMENTS TO BE UPLOADED WHILE APPLYING ONLINE.

Table-4

Sl. No.	Documents	Details of Scanning the document to upload
1	Photograph	One recent color passport size photograph preferably with white background, not more than three months old is to be SCANNED AND UPLOADED in the space earmarked in the online application Form. Size of the scanned photograph should be between 20KB-40KB in .jpg/.jpeg format.
2	Signature	Signature (in Blue/Black ink) against white background is to be SCANNED and UPLOADED in the space earmarked in the Online Application Form. Candidates must ensure that the signatures are identical throughout the Recruitment process at all stages and/or places. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his/her uploaded signature which should be clearly visible / identifiable at the appropriate place. Size of file should be between 10KB-20KB in .jpg/ .jpeg format.
3	SSLC Certificate	SSLC Certificate indicating Date of Birth is to be SCANNED AND UPLOADED in the space earmarked in the online application Form. The size of these scanned copy should be within 200 KB in .pdf format only.
4	Educational Certificate	Bachelor Degree Certificate is to be SCANNED AND UPLOADED in the space earmarked in the online application Form. Master Degree Certificate in Library & Information Science is to be SCANNED AND UPLOADED in the space earmarked in the online application Form. The size of these scanned copy should be within 200 KB in .pdf format only. In case the candidate has not got Degree certificate then provisional degree certificate needs to be uploaded.
5	Caste Certificate, PWD Certificate, and Ex-servicemen Proof	SC/ST/PWD candidates will have to upload scanned copy of their relevant Caste /Disability certificate issued by the Competent Authority in the prescribed format. The prescribed format of SC/ST/PWD certificate is available at https://www.mrpl.co.in/careers . In case of failure of uploading the relevant certificate/document, the candidature will not be accepted. Ex-serviceman shall upload proof of being Ex-serviceman. The size of these scanned copies should be within 200 KB in .pdf format only.

Note: Candidates are advised to use flatbed scanner to scan the documents instead of mobile phone. After uploading the above documents, the candidates are required to preview the documents they have uploaded and ensure that the documents are clear. In case the documents are not clear then the application may be rejected.

VII.APPLICATION FEE

- a) Candidates (Other than those exempted from payment of application fee) are required to pay a non-refundable application fee of **Rs 100/-(Rupees One Hundred only)**. Bank charges/Taxes, if any, has to be borne by the candidates. SC/ST/PWD/Ex-Serviceman categories and regular employees of MRPL are exempted from payment of Application fee. The application fee has to be paid through any one of the following modes of payment:
- i. Internet Banking and Debit/Credit Cards (The additional bank charges/taxes etc. for all such transactions is to be borne by the candidates in addition to the Application Fee of Rs. 100/-). The last date for making the Payment of Application Fee through this mode is **20/11/2020**.
 - ii. Cash Payment through E-Challan at branches of SBI. The additional bank charges/taxes etc. for payment through Challan Mode is to be borne by the candidates. Last date for making the Payment of Application Fee by e-Challan is **20/11/2020**.
- b) It is in the interest of the candidates to use online mode other than the E-challan mode to instantly complete the registration process and generate the registered application form.

VIII.HOW TO APPLY

Filling up of Application Form is in two parts as mentioned below:

1. PART- I:

- a) A candidate fulfilling the eligibility criteria shall log on to <https://www.mrpl.co.in/careers> and click on the link "[Recruitment in Management Cadre- Advt. No. 79/2020](#)". No other means/mode of application will be accepted.
- b) Before filling the application form online, candidate has to ensure that he/she is fulfilling the advertised eligibility criteria, specified in the detailed advertisement available on the link "[Detailed advertisement- Advt.No.79/2020](#)" as on **20/11/2020**.
- c) If the candidate is fulfilling the advertised eligibility criteria, then he/she can click the link "[Apply Online- Advt.No.79/2020](#)" and fill the details in the respective fields.
- d) Candidate will have to fill all the required information in the respective fields. On submission of details, Candidate will be prompted to check the filled details and fill/make corrections if any, otherwise to SUBMIT his/her final data.
- e) Photograph, Signature, Caste Certificates etc. is to be uploaded as per instructions given in the website in the link "Guidelines for scanning the Photograph, Signature, Caste Certificate, PWD Certificate etc." Click on the respective links provided in the online application form to upload the documents. After uploading, the candidates are required to view the uploaded document and ensure that it is clear.
- f) Online Application Form will not be Registered unless the candidate uploads his/her photograph, signature and certificate/document (if applicable) as specified.

g) After uploading, Candidates have to preview the uploaded images/ documents. The candidates are required to ensure that all the uploaded documents are clearly visible in the appropriate space. If for any reason uploaded documents are not up to the mark then the candidate can upload these documents again by following the same procedure. In no case these spaces should be swapped. If the candidate is satisfied with the uploaded documents, he/she may proceed further. If the documents are not uploaded or if the uploaded documents are not clear the application of the candidate may be rejected.

h) Submission of Application:

- The candidate may review all the filled information before clicking on the declaration.
- If a candidate finds that all the filled information are correct then he/she can select the declaration and click on final **SUBMIT** button given on page, otherwise **EDIT** the information filled by him/her. On clicking the **SUBMIT** button the “**Payment Reference Number**” will be generated which is required to be noted by the candidate for future login to the system.

The candidates who are exempted from payment of application fee shall proceed as mentioned below:

For candidates Exempted from Application Fee (For SC/ST/PWD/Ex-serviceman/Regular employees of MRPL):

- Once a candidate clicks on SUBMIT button a Registered Application Form will be generated having unique Registration Number. Candidates are advised to take a print of the Registered Application Form for their records and future reference.
- Candidates exempted from Application fee will get a Registration Number as confirmation through SMS and/or E-mail, which can be used along with combination of Date of Birth to print the Registered Application Form. **Thus the process for registration of Candidates exempted from Application Fee gets completed.** The Registration number along with Date of Birth can also be used for downloading the admit card for which information shall be notified in the designated MRPL website. In case the candidate is not able to take the printout of the Registered Application Form and also does not receive SMS and/or Email indicating Registration Number, the candidate can download / access the same by link “Click here to Print/Reprint Registered Application Form/ To make the Payment of Application Fee if earlier attempt was not successful (Re-login)” given on the website.

The candidates who are required to make payment of Application fee shall proceed to Part-II below:

2. PART-II

For candidates who have to pay Application Fee (This is NOT APPLICABLE for SC/ST/PWD/Ex-serviceman/Regular employees of MRPL):

a) After clicking the “Submit” button, the candidate will be directed to the page with “Payment of Application Fee” link which would take the candidate to <https://www.onlinesbi.com/> after making the **PROVISIONAL** Registration. The candidate would then follow the instruction as given on SBI Link to complete the payment. The candidate can make payment through Internet banking/ Debit Card / Credit Card / Bank E- Challan. **After making the payment a Payment Slip will be generated on screen, the candidates should take the print of that payment slip or save for further reference.** After making the payment, a unique SBI Collect Reference Number (10 digit alphanumeric reference number starting with DU) is generated. It is mandatory for the candidate to **revisit the online portal** and submit the details of SBI Collect Reference Number and deposit date. If a candidate fails to submit these details in online portal within due date after making the payment, his/her application shall be treated as **INCOMPLETE** and **may be rejected**.

- b) Candidates who wish to make payment through e-Challan will visit the same link '<https://www.onlinesbi.com/>' and follow the instructions to download the e-Challan. The candidate will visit the nearest SBI branch to make cash payment and obtain SBI Collect Reference Number **and revisit the online portal** to furnish the necessary payment details to complete the registration process.
- c) Candidates who wish to make the **payment at a later time** should click on the link "To make payment of Application Fee" given in the Home Page. Then they will be required to re-login by providing the "**Payment Reference Number**" generated earlier and shall follow the process mentioned at (a) or (b) above.
- d) Bank commission charges/taxes etc. will be borne by the applicants. In case the candidate deposits the fee in a wrong account, MRPL will not be responsible. Application Fee deposited after **20/11/2020** will not be valid.
- e) Fees once paid will not be refunded under any circumstances. Candidates are, therefore, requested to verify their eligibility before applying and payment of Application Fee.
- f) Candidate should note that in case status of payment shown by SBI is not "success" for their transaction, i.e. status of payment shown by SBI is "pending", "failure", "rejected" or any other technical issue, then it is the responsibility of candidate to ensure that payment made to MRPL is successful within due date. In case transaction is reversed by SBI to candidate or cancelled and payment is not received by MRPL within due date, the candidature shall be summarily cancelled.
- g) Candidate should also note that in case the payment details filled up by candidates in online system is not matching with the transaction details provided by SBI, their candidature shall be summarily cancelled.
- h) Cheque, Money Orders, Postal Orders, Pay Orders, Banker's Cheque, Postal Stamps, and Demand Drafts etc. will not be accepted towards application fee and MRPL is not liable to send the same back to the candidate.

IX.DOCUMENT SCRUTINY BEFORE GD AND PERSONAL INTERVIEW:

Candidates who are shortlisted for GD and Personal Interview need to produce the following documents in original during document scrutiny and have to submit one set of self-attested photo copy of the same. Non-possession of any of the document may make the candidature void-ab-initio.

Table 5

Sl. No.	Particulars	Documents to be produced for Scrutiny before GD and Interview
1	Proof of Age (any one of the document mentioned)	a) SSLC marks card indicating date of birth or b) Matriculation certificate indicating date of birth or c) School leaving certificate indicating date of birth or d) Birth certificate issued by authority concerned.
2	Educational qualification [Class X, XII, Diploma, Degree, Post-Graduate Degree etc. (as applicable for the post applied for)]	a) All mark sheets & certificates of educational qualifications b) For Diploma/Degree/PG Degree the individual mark sheet of all semesters/years has to be submitted. Only last semester/year mark sheet with details of all previous semester/year marks shall not be considered and will lead to rejection of the candidate. Consolidated mark sheet showing details of all semesters/ years marks and all subjects studied can be submitted in case the University is not issuing individual mark sheets for each semester/year. c) Diploma/Degree/Post Graduation certificate has to be submitted. In case the candidate has not got Diploma/Degree/Post Graduation certificate then provisional diploma/degree certificate needs to be submitted. Non-submission of Diploma/Degree/Post Graduation will lead to rejection of the candidature and the candidate will not be allowed to appear for GD and Interview.
3	Caste certificate for SC/ST category.	Caste certificate (SC/ST category) issued by the Competent Authority in the prescribed format. The prescribed format of certificate is available for download at https://www.mrpl.co.in/careers . Non-submission of caste certificate may lead to rejection of the candidature and the candidate will not be allowed to appear for GD and Interview.
4	PWD certificate	Candidate belonging to Persons with Disability (PWD) category shall submit the PWD certificate issued by the Competent Authority. The prescribed format of certificate is available for download at https://www.mrpl.co.in/careers . Only such person, who suffers from not less than 40% of relevant Disability are eligible to be considered under PWD as per "the Rights of Persons with Disabilities Act, 2016. Non-submission of PWD certificate will lead to rejection of the candidature and the candidate will not be allowed to appear for GD and Interview.
5	Ex-serviceman	Candidates belonging to Ex-serviceman category shall submit the documents issued in this regard by the Competent Authority.
6	Application through proper channel/ No Objection Certificate (NOC)	Candidate employed in Central/State Government/Public Sector Enterprises/Autonomous bodies shall forward their application through proper channel to MRPL OR should produce the NO OBJECTION CERTIFICATE (NOC) at the time of GD and Interview failing which they will not be allowed to appear for GD and Interview.

Note: Non-submission of the documents mentioned above may lead to rejection of application.

X.OTHER INSTRUCTIONS :

- a) Concessions for reserved categories as notified by the Government of India from time to time will be applicable.
- b) Candidates belonging to SC/ST/PWD category only who called for Written Test will be reimbursed travelling expenses limited to **Sleeper Class Rail fare or Non A/c bus fare limited to sleeper class rail fare** from the correspondence address mentioned in call letter or from the actual place of travel, whichever is less. In case there is no rail connectivity Ordinary non A/c bus fare shall be reimbursed.
- c) All Candidates who called for GD and Personal Interview will be reimbursed travelling expenses limited to **3A Rail fare or A/c Bus fare limited to 3A Rail fare** from the correspondence address mentioned in call letter or from the actual place of travel, whichever is less.
- d) The candidates need to submit the proof of travel for claiming the reimbursement. PWD category candidates will be reimbursed travel cost as above, for one attendant wherever applicable, as per Govt. guidelines. Local travel expenses will not be reimbursed and needs to be borne by the candidates.
- e) The prescribed qualification/experience are the minimum and mere possession of the same will not entitle a candidate eligible for Written Test. MRPL's decision shall be final in this regard. MRPL reserves the right to raise the minimum eligibility standards. MRPL also reserve the right to fill or not to fill notified position without assigning any reason whatsoever. Only shortlisted candidates who are found apparently eligible based on the notified specifications and the information given in their application form will be called for Written Test/ GD/Interview.
- f) Candidates employed in Central/State Government/Public Sector Enterprises/Autonomous bodies shall either forward their application through Proper Channel or must produce No Objection Certificate (NOC) from their present employer at the time GD and Personal Interview. In case, the application is not forwarded through proper channel or the candidate fails to produce NOC from his/her present employer at the time of GD and Personal Interview, his /her candidature will not be considered. For forwarding the application through Proper Channel, the candidate needs to apply online, complete the application process and then the print out of the online application form needs to be forwarded to MRPL **through their present employer**. The application may be forwarded to "Recruitment Section, Mangalore Refinery and Petrochemicals Limited, Kuthethoor Post, Mangalore- 575030, Karnataka".
- g) Working knowledge of Hindi is desirable.
- h) Requests for change of category once declared in the application will not be entertained.
- i) Satisfactory Character & Antecedents report would be required once selected and the Management reserves the right to out-rightly dismiss the candidate whose report is not found satisfactory. Candidates need to specify details of arrest/prosecution by any court while filling the online application form.
- j) Candidates must mention correct and active e-mail ID and contact nos. for various communications.
- k) No hard copy of documents are required to be sent.

- l) Any canvassing directly or indirectly by the applicant will disqualify his/her candidature.
- m) Candidature of the applicant is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- n) Any legal proceeding in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response there to can be instituted only in Mangalore and courts / tribunals / forums at Mangalore only shall have sole and exclusive jurisdiction to try any such case/ dispute.
- o) Management reserves the right to create and operate a panel of suitable candidates, for one year.
- p) Any corrigendum/addendum in respect of the above advertisement will be made available at <https://www.mrpl.co.in/careers>. No further press advertisement will be given. Hence prospective applicants are advised to visit MRPL website regularly for latest updates.
- q) In case any dispute arises on account of interpretation in versions other than English, English version will prevail.

XI.Guidelines for regular MRPL Employees applying for the advertised post.

- i) MRPL Employees meeting the following criteria are eligible to apply for the advertised post.
 - a. They fulfil the specifications and other conditions, if any, as prescribed for the post advertised.
 - b. They have successfully completed the probation period on first appointment in the company.
- ii) The following relaxations/concessions are provided to the MRPL Employees applying for the post
 - a. Exemption from payment of application fee.
 - b. Maximum upper age limit of 45 years.
- iii) Eligible MRPL Employees needs to apply online, complete the application process and then the print out of the online application form needs to be forwarded through the Head of the Department (where the employee is working) and the respective Functional Director to Recruitment Section.
- iv) If an employee is on a disciplinary warning (formal verbal, written warning), he will not be eligible for consideration as departmental candidate.
- v) Application for the post which is in lower grade than the grade in which an internal candidate is presently employed shall not be considered.
- vi) Application from employees of subsidiary company of MRPL needs to be forwarded through respective Competent Authority.

XII.IMPORTANT DATES AND LINKS

The cut-off date for deciding the maximum permissible age	20/11/2020
Date of commencement of online application	22/10/2020 at 10:00 Hrs (IST)
Date of closing of online application	20/11/2020 till 18:00 Hrs (IST)
Date of Written Test/ GD/Personal Interview	Will be announced on MRPL website https://www.mrpl.co.in/careers

IN ORDER TO AVOID LAST MINUTE RUSH, THE CANDIDATES ARE ADVISED TO APPLY EARLY ENOUGH. MRPL WILL NOT BE RESPONSIBLE FOR NETWORK PROBLEMS OR ANY OTHER PROBLEM IN SUBMISSION OF ONLINE APPLICATION.

NOTE:

- a) **CANDIDATES ARE REQUIRED TO SUBMIT THE APPLICATION ONLINE ONCE ONLY.**
- b) No printed / hard copy of the filled Application Form or any other supporting documents is to be sent unless asked to submit specifically.
- c) While uploading the scanned documents online, the candidates are required to ensure that the scanned documents are clearly readable else the application may get rejected.

The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later.

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