



OFFICE OF MANAGING DIRECTOR
MADHYA PRADESH MADHYA KSHETRA
VIDYUT VITARAN COMPANY LIMITED
(GOVT. OF M.P. UNDERTAKING)
NISHTHA PARISAR, GOVINDPURA, BHOPAL (MP) 462023
☎-2602033; 2602034; FAX: 2589821
Website: www.mpcz.co.in



HUMAN RESOURCE DEPARTMENT (ISO 9001:2008 CERTIFIED)

No. MD/MK/Rec/F-135-VI/2018/ 8140

Bhopal Date 07/09/2018

OFFER LETTER

Dear Candidate,

Please accept our heartiest congratulations on your selection as **Assistant Engineer (Electrical)** on Contract 2018 batch on monthly remuneration of Rs. 50,490 + DA as applicable on 01.01.2018. This offer of appointment is subject to successful verification of original document submitted along with application form and fulfilling of all the eligibility criteria mentioned in the terms and conditions of service in **Annexure-I**, as well as our advertisement published for the purpose, failing which your candidature will be stand cancelled. All candidates as per below mentioned category wise select lists, are hereby directed to report the HR Manager of allocated circle mentioned against their name **on or before 22.09.2018** for verification of documents relating to educational qualification, caste certificate and domicile certificate (In case of reserve category candidates), experience certificate etc. uploaded at the time of filling online application form.

S.No	App. No.	Candidate Name (Mr./Ms.)	Father Name (Shri)	Gender	Category	Allotted Circle
1	B03018000138	GAUTAM KUMAR	AWADH BIHARI SINGH	M	UR	City Circle, Gwalior
2	B03018000020	S VINEET KUMAR	SHRI GURULU	M	UR	O&M, Sheopur
3	B03018000121	POOJA JAIN	RAKESH JAIN	F	UR	City Circle, Gwalior
4	B03018000043	NEELES KUMAR SAINI	OM PRAKASH SAINI	M	OBC	O&M, Morena
5	B03018000113	SHIV CHOUBE	NATTHILAL CHOUBE	M	SC	O&M, Bhind

The candidates shall bring all original documents of their educational qualification, caste certificate and domicile certificate (In case of reserve category candidate), experience certificate etc. which were uploaded by them at the time of online filing of application on web portal. The OBC category candidates shall bring non creamy layer OBC certificate issued by the competent authority in the FY 2017-18 / income certificate for last three years income of their parents for confirming their non-creamy layer status. The candidates selected against OBC category shall also have to submit a declaration form regarding their non-creamy layer status in the prescribed format.

Candidates are also requested to read carefully the guide line for filling up Contract Agreement mentioned in **Annexure-II** and complete the Contract Agreement as given in **Annexure-III** on Non Judicial Stamp Paper worth Rs 500/-. The candidates are also required to submit Character Certificate as per **Annexure-IV**, Bio data as per **Annexure-V**, Police Verification form as per **Annexure-VI**, Employees detail form as per **Annexure-VII** and Medical Fitness Certificate after successful document verification. It may please be noted that without completed Contract Agreement your joining as Assistant Engineer (Electrical) on Contract shall not be considered. These Annexure are available on the Website: www.mpcz.co.in and may be downloaded for submission.

After Successful verification of documents, candidates may submit joining report to the GM of the allocated circle on or before **22.09.2018** as AE (Electrical) on Contract. Their appointment as AE (Electrical) on Contract will be confirmed from the date of joining.

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Further company has the right to get any or all documents verified from the issuing authority for its authenticity and in case any of them are found false/forged/fake at any point of time in future or the above, formalities are not completed then in that case the appointment on the said post shall be terminated without giving further notice and legal action as deemed fit shall be taken.

In case, if the candidate doesn't report for document verification within stipulated time his/her candidature for appointment as AE (Electrical) on Contract will not be considered.

You are requested to sign this offer letter at below mentioned place in token of acceptance of offer and submit at the time of document verification.

Accommodation or travelling expenses will not be paid to the candidates for document verification.

(Meenakshi Singh)

Chief General Manager (HR&A)

No. MD/MK/Rec/F-135-VI/2018/

Bhopal, Date /09/2018

Copy To:-

1. The Director, PDTC, MPMKVVCL, Bhopal.
2. The Chief Finance Officer, O/o MD (CZ), MPMKVVCL, Bhopal.
3. The Chief General Manager (GR), MPMKVVCL, Gwalior.
4. The General Manager (Estt)/ O/o The MD, MPMKVVCL, Bhopal.
5. The General Manager (O&M/City), MPMKVVCL, _____.
6. The General Manager (HR) O/o The CGM (GR), MPMKVVCL, Gwalior.
7. The Sr. AO/AO Accounting Unit, MPMKVVCL, _____.
8. The Manager (HR) O/o The General Manager (O&M/City) MPMKVVCL, _____ - Please verify all original documents related to cast certificate, domicile, educational qualification, police verification, medical certificate etc. before accepting joining.
9. Mr./Ms. _____ for information and necessary action.
10. Order file/serial file/personal file.

General Manager (Rec.)

I ACCEPT THE OFFER

Signature _____

Date _____

Name _____

Thumb Impression _____

Signed in my presence

General Manager (O&M/City)
MPMKVVCL, _____