

E-mail: admin.nih@nic.in

Website: www.nih.nic.in



राष्ट्रीय होमियोपैथी संस्थान / **National Institute of Homoeopathy**
एकस्वायत्त संस्था / An Autonomous Institute
भारत सरकार / Govt. of India
आयुष मंत्रालय / Ministry of Ayush

Satellite Campus

Sector - A8,
Chaudhary Ramdev Chowk,
Narela, Delhi - 110040

Headquarters

ब्लॉक-जी.ई,सेक्टर-3 / Block-GE, Sector-III
साल्ट लेक,कोलकाता-700106 / Salt Lake,Kolkata-700106
फोन नं / Ph. No. 033-2337-0969/70

**PROVISIONAL LIST OF CANDIDATES SHORTLISTED FOR DOCUMENT VERIFICATION FOR
FOLLOWING POSTS**

Ref – Advertisement No. 02/2023 Dated: 05.05.2023

Candidates are advised to read the important instructions given below carefully before appearing for document verification.

POST – MTS (AYA/WARD BOY), KOLKATA				
No. of Posts – 05 (Five) [UR – 03 (Three), OBC – 02 (Two)]				
Date of Document Verification – 18.10.2023 from 10 AM onwards				
SL. NO.	APPLICATION NO.	ROLL NO.	DOB	CATEGORY
1.	112873	1511011500170	2002-07-05	UR
2.	107492	1511011500169	1999-10-30	UR
3.	111948	1511011500336	1998-05-15	UR
4.	111623	1511021500327 (SC)	1996-05-05	UR
5.	113038	1511011500118	1996-08-25	UR
6.	112386	1511011500183	2002-05-10	UR
7.	114059	1511011500368 (EWS)	1995-12-14	UR
8.	114130	1511011500109	1997-02-10	UR
9.	112384	1511011500305	1998-01-26	UR
10.	112641	1511021500213	1996-09-07	UR
11.	106926	1511011500332	1997-11-16	UR
12.	104472	1511011500297	1999-04-07	UR
13.	111704	1511011500014	1998-01-12	UR
14.	111015	1511011500132	1998-03-03	UR
15.	107347	1511021500244 (SC)	1999-01-17	UR
16.	114775	1511011500338	1997-04-10	OBC
17.	113176	1511011500345	1998-09-18	OBC
18.	108731	1511021500256	1992-12-03	OBC
19.	104489	1511011500067	1996-10-18	OBC

20.	110195	1511011500333	1997-07-26	OBC
21.	108216	1511011500205	1999-04-04	OBC
22.	103369	1511021500062	1993-09-08	OBC
23.	106053	1511011500331	1994-12-22	OBC
24.	102441	1511021500149	1998-11-11	OBC
25.	107108	1511021500112	1996-06-05	OBC

IMPORTANT INSTRUCTIONS

1. The list of candidates whose names are shortlisted, has been provisionally called for Document Verification (DV) based on the credentials furnished by them in the ONLINE Application for the Posts mentioned in the advertisement. If at any stage of the recruitment process including after recruitment or joining, it is detected that information provided by him/her is incorrect/incomplete/false or is not in conformity with the eligibility criteria as prescribed in the relevant Advertisement, or if it is found that he/she has concealed/distorted any material information, his/her candidature/appointment will be cancelled without assigning any reason thereof.
2. The shortlisting of candidates is provisional. Final selection is subject to meeting all the requirements as laid down in the Advertisement and verification of all the required documents and credentials as furnished by the applicants in their ONLINE application.
3. The candidates have been shortlisted for Document Verification (DV) in the order of merit of OMR examination marks (obtained out of 100) as per category-wise vacancies in each discipline including PwBD.
4. In case two or more candidates in the same discipline and category secured equal marks in OMR examination, all those candidates who secured equal marks will be called for Document Verification.
5. Any request regarding change of date for this purpose shall not be entertained except under special circumstances, subject to approval of the competent authority.
6. In case of tie at cut-off level, i.e., more than one candidate scoring same marks (out of 100) at cut-off level, preference in selection shall be given to the candidate who is senior most in age according to the Date of Birth.
7. **The following Documents to be brought mandatorily in ORIGINAL along with one set of self-attested photocopies positively for Document Verification (DV):**

- i. Printout of **ONLINE Application Form**.
- ii. Proof of **Date of Birth**: Date of Birth filled by the candidate in the online application form and the same recorded in the Matriculation/ Secondary Examination Certificate will be accepted by the NIH, Kolkata for determining the age and no subsequent request for change will be considered or granted.

In case of the candidates having qualification less than Matriculation (applicable only for the posts of MTS (Cook) and MTS (Safaiwala), any of the following documents will be uploaded as a proof of Date of Birth:

- a. Birth certificate issued by the Registrar of Births and Deaths or the

Municipal Corporation or any other prescribed authority, whosoever has been empowered under the Registration of Birth and Deaths Act, 1969 to register the birth of a child born in India.

- b. School leaving Certificate issued by the school last attended/ recognized educational board.
 - iii. Valid **Certificates & Mark sheets** in support of Educational Qualification.
 - iv. Valid **SC/ ST/ OBC along with updated NCL (B)/ issued by the appropriate authority/ EWS certificate**, as applicable in the prescribed format **(as applicable for appointment to posts under the Government of India.)**
 - v. **Disability Certificate in case of PwBD candidate** in prescribed GoI format from Competent Authority/ Medical Board.
 - vi. **In case of OBC (NCL)/ EWS certificate must not be older than 1(One) year from the date of Document Verification.**
 - vii. Valid **Age relaxation cum Domicile Certificate / Discharge Certificate**, etc., if applicable in the prescribed format issued by a competent authority.
 - viii. Valid **Experience Certificate(s)**, wherever applicable.
 - ix. **No-Objection Certificate (NOC)** from the current employer in respect of candidates employed with Central/State Govt./Quasi Govt. offices/Public Sector Undertaking, Autonomous Bodies, etc.
 - x. **Identity Proof** (Aadhaar Card/PAN card/ Passport/ Driving License/Voter ID card).
 - xi. Documents/Certificates in support of any other additional qualification/experience mentioned in the application.
8. In case a candidate is unable to produce NOC from the current employer at the time of Document Verification, then an Undertaking will be taken from the candidate to submit Relieving/Release Order at the time of joining, if selected.
 9. Candidates appearing for **Document Verification** without proper Certificates/ Documents will do so only at their own risk for which NIH shall not be responsible.
 10. **Candidates are advised to make their own arrangements for their travel and stay well in advance, so as to reach the Venue on time and also to come prepared for stay at Kolkata in case Document Verification continues on the next day.**
 11. **Mere appearance of name in the shortlisted list or mere appearance for Document Verification (DV) does not bestow upon the candidate any right to**

be selected suo- motu to the Post applied for or does not guarantee issuance of offer of appointment.

12. If candidates fail to bring all the required documents/certificates in **ORIGINAL as mentioned above** or if at the time of Document Verification, it is detected that the document/certificate provided by the candidate is incorrect/incomplete/false or is not in conformity with the eligibility criteria as mentioned in the relevant Advertisement, or if it is found that he/she has concealed/distorted any material information, the candidature of such candidates will be treated as cancelled and such candidates shall not be eligible for further process.
13. The eligibility of the candidate will be ascertained after Document Verification.
14. On successful completion of the Document Verification, an **“Offer of Appointment”** will be issued to the candidates who have been found eligible as per the eligibility criteria as mentioned in the Advertisement.
15. **Issuance of an Appointment Offer will be considered subject to appearance in the Document Verification and based on the vacancies as notified.**
16. NIH shall not be responsible if the information/intimations do not reach candidates in case of a change in the email address or technical fault or otherwise beyond the control of NIH. **Candidates are, therefore, advised to visit NIH website (under the VACANCY section) regularly for important and latest updates.**
17. Any further notification, amendment, change of venue, date of Document Verification, etc. shall be notified on the NIH website www.nih.nic.in only. So, candidates are advised to visit NIH website (under the VACANCY section) regularly for important updates.
18. While every care has been taken in preparing the list of candidates, NIH reserves its right to rectify any fact-based inadvertent error or typographical mistake.
19. **No Travelling Allowance (TA) will be paid for attending the Document Verification.**
20. **Results for the remaining posts vide Advertisement No. 01/2023 & 02/2023 will be published in due course.**

**Director,
NIH, Kolkata.**