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कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION
(Ministry of Labour & Employment, Govt. of India)



क्षेत्रीय कार्यालय/ REGIONAL OFFICE
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File No-A-12/4/2025

Date- Signature date

FINAL NOTICE FOR DOCUMENTS VERIFICATION

SCHEDULE OF FINAL DOCUMENT VERIFICATION OF SHORTLISTED CANDIDATES FOR THE POST OF MULTI TASKING STAFF (MTS) IN PUNJAB REGION

Reference is invited to the final results for post of Multi-Tasking Staff allotted to ESIC, declared on 12.03.2025 by the Staff Selection Commission and the Notice - Schedule for Document Verification issued by this office on 04.04.2025.

The Competent Authority has accorded the approval for the **Last & Final opportunity** & fixed Date for Document Verification in respect of candidates who were absent/could not attend Document Verification-I held on 09-04-2025 and 23.09.2025 . As this is the final opportunity for Document Verification and if any candidate fails to appear, his/her **candidature will be considered cancelled without any further communication.**

Accordingly, the following candidates are advised to visit the following venue as per the schedule given below for Final round of Document Verification -

<u>VENUE:</u>					
Regional Office, ESI Corporation, Plot no-3, Madhya Marg, Sector-19A, Chandigarh,160019					
<u>Date & Time of Document Verification:</u>					
06.01.2026 at 09:30 A.M.					
S.R No.	ROLL	RANK	NAME	Date of Verification	Reporting Time
1	1403023487	1485	DEEPAK KUMAR	06.01.2026	09:30A.M
2	1403036975	1499	AARTI	06.01.2026	09:30A.M
3	1401042453	1793	MOHIT	06.01.2026	09:30A.M
4	4205056248	2299	PRASANJEET KUMAR SEN	06.01.2026	09:30A.M
5	1401016910	5595	VIKRAM	06.01.2026	09:30A.M
6	1010003003	5876	VARINDER KUMAR	06.01.2026	09:30A.M
7	4410085095	6298		06.01.2026	09:30A.M

			SHATADEEP BISWAS		
8	4419007601	6883	ANIRUDDHA SARKAR	06.01.2026	09:30A.M
9	3203003104	7130	RAGINI KUMARI	06.01.2026	09:30A.M
10	1801009409	10663	SURENDER SINGH	06.01.2026	09:30A.M

IMPORTANT NOTE:

List of documents to be produced by the candidate (as per para 16 of the SSC Advertisement dated 27.06.2024 for the post of the MTS):

Candidates will have to bring original as well as copies of documents as given below at the time of Document Verification:

- i. Matriculation/Secondary/Equivalent Certificate.
- ii. Order/letter in respect of equivalent Educational Qualification, indicating the Authority (with number and date) under which it has been so treated, in respect of equivalent clause in Essential Qualification, if a candidate is claiming a particular qualification as equivalent qualification.
- iii. Caste/Category Certificate, if belongs to reserved categories (SC/ST/OBC/EWS).
- iv. Persons with Disabilities Certificate in the required format, if applicable.
- v. For Ex-Servicemen (ESM): **(a)** Serving Defense Personnel Certificate as per Annexure VI, if applicable; **(b)** Undertaking as per Annexure-VII; **(c)** Discharge Certificate, if discharged from the Armed Forces.
- vi. Relevant Certificate if seeking any age relaxation.
- vii. No Objection Certificate, in case already employed in Government/ Government undertakings.

A candidate who claims change in name after matriculation on marriage or remarriage or divorce, etc. the following documents shall be submitted: **(a)** In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner; **(b)** In case of re-marriage of women: Divorce Deed/ Death Certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner; **(c)** In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/ Affidavit duly sworn before the Oath Commissioner; **(d)** In other circumstances for change of name for both male and female: Deed Poll/ Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily newspaper in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.

- i. Any other document specified in the Admission Certificate for DV.
- ii. Four Passport size photographs.
- iii. Copy of Admit card and Online application.
- iv. Photo bearing identification proof (Self attested photo copy along with original) viz, Aadhar Card/PAN Card/Driving license/Voter ID Card or any other photo identity card issued by the Government.

Further, it should be noted that merely being called for document verification does not confer right upon the candidate for appointment to the post advertised.

The candidature is purely provisional and subject to satisfaction of all conditions.

Subsequently if at any stage, it is found that the candidate appeared through proxy or their actions involved malpractice then action as deemed suitable would be taken by ESI Corporation against the candidate.

This issues with the approval of the Regional Director.

Deputy Director(Rect)