



**Interview schedule for the post of Finance Assistant on Contract Basis**  
**(Advt. No. C-23/2024)**

The interviews for the post of Finance Assistant on Contract vide Advt. C-23/2024, are scheduled to be conducted at IRCON, Corporate Office, New Delhi. The details are as under:

**(A) Schedule of Document Verification and Interview:**

Post	No. of eligible/ prov. eligible candidates	Date of Interview & Document Verification	Time & Venue
Finance Assistant	06	10.03.2025 (Monday)	<b><u>Reporting Time: 09:30 AM</u></b> <b><u>Venue: IRCON INTERNATIONAL</u></b> <b>LTD, C- 4 District Centre,</b> <b>Saket, New Delhi, 110017</b>

In response to the applications received for the post of Finance Assistant on Contract basis advertised vide Advertisement No. C-23/2024; interview has been scheduled on the date and venue mentioned above in para (A) for the Provisionally Eligible/Eligible candidates as shortlisted subject to their fulfilling the eligibility criteria on verification of their documents on the date of Interview.

**I. List of Candidates found Eligible/Provisionally Eligible for Interview to the post Finance Assistant on Contract Basis:**

S.No	Applicant Name	Date Of Birth	Category	Final Eligibility	Remarks
1	Srinivas Palli	08.06.1990	SC	Eligible	
2	Deepak Rajak	16.11.1998	OBC	Provisionally Eligible	Subject to submission of 1. Current Financial Year OBC certificate in Govt of India Format 2. B.Com Degree & all semester Marksheets 3. Complete experience period in case of present organization
3	Brijesh	26.09.1993	SC	Provisionally Eligible	Subject to submission of work profile certificate in case of Deen Dayal Port Authority

S.No	Applicant Name	Date Of Birth	Category	Final Eligibility	Remarks
4	Priya Kanojia	05.10.1995	SC	Provisionally Eligible	Subject to submission of 1. CMA marksheet 2. B.Com marksheets
5	Suman Kumar	05.08.1995	SC	Provisionally Eligible	Subject to submission of B.Com degree
6	Sandeep Batham	16.06.1995	OBC	Provisionally Eligible	Subject to submission of 1. Current Financial Year OBC certificate in Govt of India Format 2. CMA marksheet 3. Complete period experience certificate in case of HPCL organization

**II. The following candidates are found Ineligible as per the criteria laid down in advertisement:**

S.No	Applicant Name	Date Of Birth	Category	Final eligibility	Remarks
1	Sarthak Kumar Verma	25.12.1997	SC	Ineligible	Not fulfilling post qualification experience criteria as per the advt.
2	Sumit Kumar Pathrey	08.06.1996	SC	Ineligible	Not fulfilling post qualification experience criteria as per the advt.
3	Praveen Gautam	22.09.1998	SC	Ineligible	Not fulfilling post qualification experience criteria as per the advt.
4	Kolishetti Mahesh babu	03.08.1997	OBC	Ineligible	Not fulfilling post qualification experience criteria as per the advt.
5	Diksha Kumar Prasad	28.02.1992	OBC	Ineligible	Not fulfilling post qualification experience criteria as per the advt.
6	Subhankar Bera	14.12.1994	Gen	Ineligible	Vacancy is reserved for SC/OBC category

**B. Directions for Interview:**

**Candidature of Shortlisted candidates is purely provisional subject to subsequent verification of original documents and also fulfilling the eligibility conditions as advertised.**

**All Eligible/Provisionally Eligible candidates** as per the table A(I) above are requested to bring their following original testimonials, along with a photocopy, for document verification on the day of interview as per the schedule above:

- (i) Matriculation Certificate (for age proof);

- (ii) Degree and Marksheets of all the semester/year of Minimum Education Qualification (MEQ) prescribed in the Advt. **Candidates who have been awarded CGPA/OGPA/DGPA in place of marks in degree, should submit proof of conversion formula as applicable to percentage as prescribed by the University/Institute.**
- (iii) Certificates of other professional qualifications, if any;
- (iv) **Certificates in proof of experience**, as applicable, **clearly projecting the requisite experience indicating the length and nature of experience and work done, as per eligibility conditions/criteria.** Certificate/proof submitted in support of experience should clearly mention the date of joining & relieving. **Offer letter alone will not be considered as proof of experience**, the candidate should submit acceptable proof of joining & relieving.
- (v) Certificate in support of claim of belonging to Schedule Caste, Schedule Tribe, Other Backward Classes, EWS where applicable in prescribed format as per Govt. of India guidelines.
- (vi) **If the candidate belongs to OBC**, a caste certificate issued in the current financial year only by a competent authority as applicable for appointment to the services in Govt. Of India. Please note that an OBC certificate issued in the current financial year only can be accepted as a current proof of your not belonging to “creamy layer” in the OBC.
- (vii) One Photo-identity-card like Aadhaar Card, Driving-license, Passport or any other valid document with you for identification
- (viii) **Candidates serving in Central/State Government/ Public Sector Undertaking including Public Sector Banks/Autonomous Bodies etc. Including Departmental candidates are required to produce a “No Objection Certificate” from their present employer at the time of interview in original failing which, he/she will not be allowed to appear in the interview.**
- (ix) Complete set of self-attested photocopies of all the above mentioned certificates.
- (x) Latest passport sized photograph.
- (xi) Failure to adhere to above may lead to cancellation of the candidature. The interview of such candidates may be held at discretion of IRCON Management. No claim whatsoever in case of cancellation of candidature/ non-interview (due to non-adherence as mentioned above) shall be entertained.

### **C. General Instructions:**

- (i) The candidates are once again advised to check their eligibility thoroughly before appearing for the interview to avoid disappointment at later stage. If any discrepancies are found at any stage of the recruitment process, the candidature of the candidate will be immediately cancelled.
- (ii) IRCON shall be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the respective post. The decision of IRCON in all matters regarding eligibility of the candidates at all stages of selection and any other matter

relating to recruitment shall be final. No correspondence or enquiries shall be entertained by IRCON, in this regard.

- (iii) The candidates are advised to make necessary arrangements for his/her stay/lodging on their own.
- (iv) IRCON will not entertain any request for change of date and time schedule of interview.
- (v) If any of the particulars stated by candidate in the application on verification is found to be incomplete or incorrect or if you are found to have willfully suppressed any material fact/information relevant to the consideration of your case without prejudice to any other action that may be taken in consequence thereof, your candidature will be summarily rejected and you will not be interviewed.
- (vi) IRCON reserves the right of postponing or deferring the date(s) of interview for which necessary intimation will be sent to you in this case. No claims will be entertained against cancellation charges of ticket or otherwise.
- (vii) Canvassing in any form by or on behalf of a candidate will be a disqualification.
- (viii) **The candidates are advised to read the detailed instructions carefully before coming for the interview. No further intimation/ correspondence will be made with the candidates in this regard.**

**No Further correspondence will be entertained from Ineligible candidates.**

In case of Doubt/ Query/ Clarification, please mail us at [recruitment@ircon.org](mailto:recruitment@ircon.org)

\*\*\*\*\*