



Date: 08.09.2023

**Sub:** Document verification of candidates for selection for the post of Deputy Superintendent (Accounts) for MGVCL.

This has reference to the application for the post of Deputy Superintendent (Accounts) for MGVCL in reference to the advertisement dtd. 07.07.2021. The OMR Based written test was conducted on dt. 18.09.2022. The result of the said examination was published on Company's website on dt. 11.10.2022. As per the merit order, the following candidates are hereby called for document verification scheduled as per details mentioned below:

**Venue:** 3<sup>rd</sup> Floor, HR Department, MGVCL, Corporate Office, Sardar Patel Vidyut Bhavan, Race Course, Vadodara - 390007.

**Date:** On or before dt. 15.09.2023.

**Time:** 11.00 am to 06.00 pm.

Sr. No.	Application No.	Roll No.	Full Name of the Candidate
1	15001972	10491	Mr. AGNELO ROMERO TELLIS
2	15001714	10424	Mr. HARDIK BHARATBHAI MALKAN
3	15003988	11010	Mr. JAGAMAL ARAJANBHAI BATAVA

The candidates are requested to bring following documents for verification in original and also submit a **SELF-ATTESTED OR A TRUE COPY** of the same:

1. Online application form along with two recent passport size photographs affixed on the application form.
2. Resume/Curriculum Vitae.
3. School Leaving Certificate.
4. All Mark sheets CA/ICWA (CMA)/M.Com./MBA Fin) (as applicable).
5. Certificate from the institute/ university mentioning percentage marks obtained in case grading system is in place.
6. Degree Certificate.
7. Valid Caste (Roster Category) Certificate of Reserved category of Gujarat State only will be considered.
8. In case of SEBC candidates, Valid Non Creamy Layer Certificate issued in Gujarati - પરિશિષ્ટ "ક" / પરિશિષ્ટ-૪ (ગુજરાતી) by the Competent Authority of Gujarat State.
9. In case of EWS category candidates, valid certificate as per resolution No. EWS/122019/45903/A dtd. 23.01.2019 and dt. 25.01.2019 in prescribed format (in English: Annexure - KH" or in Gujarati - પરિશિષ્ટ - "ક) issued by the Competent Authority of Gujarat State.
10. In case of Physically Handicapped Candidates, Valid Certificate of Civil Surgeon (showing % of Disability).
11. Relevant post minimum qualification experience certificates and relieving letters.
12. NOC from present employer.
13. Domicile certificate.
14. In case of Ex. Armed force Personnel, necessary certificate should be attached.



**MADHYA GUJARAT VIJ COMPANY LIMITED**  
Registered Office: Sardar Patel Vidyut Bhavan, Race Course, Vadodara 390007.  
Corporate Identity No : U40102GJ2003SGC042907  
Tel.No : (0265) 2310582-86 – Fax No : (0265) 2337918 / 2338164  
Web Site :[www.mgvcl.com](http://www.mgvcl.com) E-mail : [gmr.mgvcl@gebmail.com](mailto:gmr.mgvcl@gebmail.com)



15. In case of Dependent of Retired Employee, Relieving Order or Certificate issued to the employee should be attached.
16. In case of Widow Applicant, copy of death certificate of the deceased husband should be attached.
17. Online payment receipt.
18. Identification Proof (Voter ID/ Pan Card/AADHAR Card/Driving License etc).
19. In case of departmental candidates, copy of appointment order and employee ID card.
20. No Objection Certificate from present employer in case of Departmental Candidates.
21. Residential Address Proof (Electricity Bill/Telephone Bill/Ration Card, etc).

After the document verification, the candidates who fulfill the eligibility criteria shall only be considered for selection.

**Being called for document verification does not entail any lien for appointment to the post of Deputy Superintendent (Accounts).**

The candidates are also conveyed through letter which is already issued at the address mentioned by them in their application.

All the candidates are requested to remain present along with the above documents for the document verification process.

Sd/-  
General Manager (HR)

MGVCL WEBLIST - Dy. Supdt (Accounts)