

- iv. **For PwD Category**, certificate in the prescribed format of Govt. of India duly issued by the Competent Authority, has to be uploaded.
- v. **Candidate applying as Economically Weaker Section (EWS)** will have to upload self attested copy of Valid Income & Asset certificate issued by the competent authority as per OM No. 36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG&P, Govt. Of India.
- vi. **Discharge / Service Certificate** - In case of Ex-Servicemen.
- vii. Certificate issued in the prescribed format by the competent authority - **in respect of J&K domicile**
- viii. The prescribed format of SC/ST/OBC(NCL)/PwD/EWS/Ex-servicemen/Sportspersons Certificates is available at www.meconlimited.co.in → Careers → Career Opportunities (**Standard Format**).

5. SELECTION MODE:

The mode of selection shall be through **Computer Based Test (CBT) of the candidates fulfilling the eligibility criteria as per the advertisement**. The mode of selection may be changed, if required, at the discretion of Management.

Finalization of the **eligible candidates for Computer Based Test (CBT)** shall be done **before the date of Computer Based Test (CBT) based on the scrutiny of the applications against** the information, declaration and supporting documents provided by the candidate at the time of submission of online application. Hence, candidates are advised to ensure on their own that they fulfill all the eligibility criteria against the post applied as mentioned in the advertisement and have all the relevant documents in support of their claim, before proceeding to appear for the Computer Based Test (CBT).

The list of candidates called for the **Computer Based Test (CBT)**, along with the date, time and venue of the **Computer Based Test (CBT)**, will be uploaded in the format of an Admit Card on Candidate Registration Portal. The same information will also be communicated to the eligible candidates through their registered email IDs, as provided in the online application form and will be available for download by the candidates by login using their credentials on the Candidate Registration Portal.

Similarly, the final list of selected candidates will be uploaded on MECON's website. The candidates will also be informed about the reporting date, requisite documents and medical examination details through their registered email IDs only.

6. TEST STRUCTURE FOR CBT:

The test structure for the **Computer Based Test (CBT)**, including the **number of sections, questions per section, test duration, and marking scheme (marks per question and negative marking)**, along with other necessary details, is provided below:

- The question paper will be in **bilingual language (English/Hindi)**.
- Each question carries **1 mark**.
- There will be **0.25 negative marking** for each incorrect answer.
- The total duration of the test is **90 minutes**.

Subject/Section	Assistant (Administration/Secretarial Service)	Assistant (HR) / (Accountant)
	Number of Questions	Number of Questions
General Awareness & Current Affairs	15	10
Quantitative Aptitude	20	10
Logical Reasoning	20	10
English Language	15	10
Computer Awareness	10	10
Domain Knowledge (Post Specific)	20	50
Grand Total	100	100

7. TRAVELLING ALLOWANCE FOR CBT:

No Travelling Allowance (TA) shall be admissible to the candidates appearing for the **Computer Based Test (CBT)**.

8. APPLICATION FEE:

For General/OBC/EWS Candidate	For SC/ST/PwD/Ex-Servicemen/Internal Candidate
Rs. 875/- (Rupees Eight Hundred & Seventy-Five)	Rs. 625/- (Rupees Six Hundred & Twenty-Five)

Application fee is to be paid online through MECON'S Payment gateway by clicking on the link "**Proceed for Online Payment**" provided in the online application form.

There will be no other mode of payment of application fee.

Fee once paid will not be refunded under any circumstances. Candidates are therefore advised to verify their eligibility criteria before applying. Applications without fee/less fee shall be rejected.

9. OTHER DETAILS:

REMUNERATION: In addition to Basic Pay and DA (IDA pattern), the selected candidate will be eligible for subsidized accommodation, if available or HRA in lieu thereof, Perks & Allowances (as admissible under 'Cafeteria Approach'), Performance Related Pay (PRP) and various other benefits like medical facilities for self and dependent family members, PF, Gratuity, Leave, GPA, NPS (National Pension Scheme) and PSMBS (Post Superannuation Medical Benefit Scheme) etc as per Company's rules.

PLACE OF POSTING: Candidates may be posted in any project site / location / office of the Company as per the requirement. Only candidates willing to serve anywhere in India should apply.

MEDICAL EXAMINATION: Before appointment, the selected candidates will have to undergo Medical Examination. The joining of the selected candidate shall be subject to being found medically fit by the Medical Board of Company's Hospital (Ispat Hospital, Shyamali, Ranchi). The decision of the Medical Board of Company's Hospital will be final and binding.