



MECON LIMITED

(A PSU under Ministry of Steel, Govt. of India)

H.O: Doranda, Ranchi-834002;

Phone: 0651-2483000

CIN No.: U74140JH1973GOI001199

RECRUITMENT OF EXECUTIVES IN THE REGULAR SCALE OF PAY

(Ref. Adv. No: 2026/Reg/07)

MECON, A Premier Miniratna, Schedule "A", Government of India Enterprise under Ministry of Steel, providing Engineering, Consultancy, Contracting and Project Management Services, invites application **THROUGH ONLINE APPLICATION MODE ONLY** from regular employees of CPSEs as well as from large Private Sector organisations/ institutions /Companies of repute for recruitment of experienced professionals in the regular scale of pay as detailed below.

1. IMPORTANT DATES:

Activity	Date
Opening date for submission of Online application	30.09.2026
Closing date for submission of Online application	29.10.2026

NOTE:

- I. Candidates, in their own interest are advised not to wait till the last date & time and register their application well within the timeline. MECON shall not be held responsible if any candidate fails to submit application due to last minute congestion or technical issues.
- II. Candidates must read the instructions in the advertisement carefully before making any entry or selecting options for filling the online application form.

2. DETAILS OF POST:

Post code	Grade	Minimum Educational Qualification as on 01.09.2026	Post Qualification work experience as on 01.09.2026
01	E-1	Degree in Civil Engineering	For Post Code 01 to 08: Minimum 02 (Two) years experience in Design & Engineering/ project Execution in industry/ Inspection & Quality control. For Post Code 09: Minimum 02 (Two) years experience in handling entire gamut of HR & IR function. For Post Code 10: Minimum 02 (Two) years experience in handling Legal matters.
02		Degree in Mechanical Engineering	
03		Degree in Electrical/ Electronics Engineering	
04		Degree in Instrumentation Engineering	
05		Degree in Ceramic Engineering	
06		Degree in Chemical Engineering	
07		Degree in Mining Engineering	
08		Degree in Metallurgy/ Minerals & Metallurgy Engineering	
09		PG Degree or PG Diploma of (2 years duration course) or MBA or MSW or MA with specialization in HRM/ Personnel Management / IR/ Labour Management / Organizational Development / HRD/ Labour Welfare or equivalent.	
10		Degree in Law (BL/ LLB or equivalent)/ Bachelor of Law (5 years integrated course).	
11	E-2	Degree in Civil Engineering	For Post Code 11 to 18: Minimum 05 (Five) years experience in Design & Engineering/ project Execution in industry/ Inspection & Quality control. For Post Code 19: Minimum 05 (Five) years experience in handling entire gamut of HR & IR function. For Post Code 20: Minimum 05 (Five) years experience in handling Legal matters.
12		Degree in Mechanical Engineering	
13		Degree in Electrical/ Electronics Engineering	
14		Degree in Instrumentation Engineering	
15		Degree in Ceramic Engineering	
16		Degree in Chemical Engineering	
17		Degree in Mining Engineering	
18		Degree in Metallurgy/ Minerals & Metallurgy Engineering	
19		PG Degree or PG Diploma of (2 years duration course) or MBA or MSW or MA with specialization in HRM/ Personnel Management / IR/ Labour Management /	

		Organizational Development / HRD/ Labour Welfare or equivalent.	
20		Degree in Law (BL/ LLB or equivalent)/ Bachelor of Law (5 years integrated course).	
21	E-3	Degree in Civil Engineering	For Post Code 21 to 28: Minimum 09 (Nine) years experience in Design & Engineering/ project Execution in industry/ Inspection & Quality control. For Post Code 29: Minimum 09 (Nine) years experience in handling entire gamut of HR & IR function. For Post Code 30: Minimum 09 (Nine) years experience in handling Legal matters.
22		Degree in Mechanical Engineering	
23		Degree in Electrical/ Electronics Engineering	
24		Degree in Instrumentation Engineering	
25		Degree in Ceramic Engineering	
26		Degree in Chemical Engineering	
27		Degree in Mining Engineering	
28		Degree in Metallurgy/ Minerals & Metallurgy Engineering	
29		PG Degree or PG Diploma of (2 years duration course) or MBA or MSW or MA with specialization in HRM/ Personnel Management / IR/ Labour Management / Organizational Development / HRD/ Labour Welfare or equivalent.	
30		Degree in Law (BL/ LLB or equivalent)/ Bachelor of Law (5 years integrated course).	
31	E-4	Degree in Civil Engineering	For Post Code 31 to 38: Minimum 13 (Thirteen) years experience in Design & Engineering/ project Execution in industry/ Inspection & Quality control. For Post Code 39: Minimum 13 (Thirteen) years experience in handling entire gamut of HR & IR function. For Post Code 40: Minimum 13 (Thirteen) years experience in handling Legal matters.
32		Degree in Mechanical Engineering	
33		Degree in Electrical/ Electronics Engineering	
34		Degree in Instrumentation Engineering	
35		Degree in Ceramic Engineering	
36		Degree in Chemical Engineering	
37		Degree in Mining Engineering	
38		Degree in Metallurgy/ Minerals & Metallurgy Engineering	
39		PG Degree or PG Diploma of (2 years duration course) or MBA	

		or MSW or MA with specialization in HRM/ Personnel Management / IR/ Labour Management / Organizational Development / HRD/ Labour Welfare or equivalent.	
40		Degree in Law (BL/ LLB or equivalent)/ Bachelor of Law (5 years integrated course).	
41	E-5	Degree in Civil Engineering	For Post Code 41 to 48: Minimum 17 (Seventeen) years experience in Design & Engineering/ project Execution in industry/ Inspection & Quality control. For Post Code 49: Minimum 17 (Seventeen) years experience in handling entire gamut of HR & IR function. For Post Code 50: Minimum 17 (Seventeen) years experience in handling Legal matters.
42		Degree in Mechanical Engineering	
43		Degree in Electrical/ Electronics Engineering	
44		Degree in Instrumentation Engineering	
45		Degree in Ceramic Engineering	
46		Degree in Chemical Engineering	
47		Degree in Mining Engineering	
48		Degree in Metallurgy/ Minerals & Metallurgy Engineering	
49		PG Degree or PG Diploma of (2 years duration course) or MBA or MSW or MA with specialization in HRM/ Personnel Management / IR/ Labour Management / Organizational Development / HRD/ Labour Welfare or equivalent.	
50		Degree in Law (BL/ LLB or equivalent)/ Bachelor of Law (5 years integrated course).	

3. NAME AND NO. OF POSTS, GRADE, AGE & PAY SCALE:

Name of the post	No of posts	Grade	Upper Age limit	Pay scale
Assistant Manager	80	E-1	50 years	₹ 50,000-3%-1,60,000/-
Deputy Manager		E-2		₹ 60,000-3%-1,80,000/-
Manager		E-3		₹ 80,000-3%-2,20,000/-
Senior Manager	30	E-4		₹ 90,000-3%-2,40,000/-
Assistant General Manager	01	E-5		₹ 1,00,000-3%-2,60,000/-

4. EDUCATIONAL QUALIFICATION:

- i. The **Engineering degree (any discipline)** and **Degree in Law** should be acquired through a Regular / Full Time mode only.
- ii. The requisite educational qualification for HR discipline should have been acquired through **Regular / Full Time /Open and Distance learning mode** from a UGC recognized university.
- iii. The required educational qualifications must have been acquired from Universities /Institutes recognized by Government/ accredited by councils / bodies like UGC /AICTE / MCI / ICAI / ICSI set up by Central or State Government for the purpose. **The candidate must submit proof for specialization in MBA/PGDM i.e., declaration /Certificate from the concerned University /Institute. In case of dual specialization, one subject shall compulsorily be in line with minimum Educational Qualification. Equivalent qualifications shall also be considered.**
- iv. The candidates applying against **post code 01 to 30** from UR/ EWS/and OBC (NCL) category should have minimum 60% aggregate marks in the requisite minimum educational qualification. For SC/ST and Persons with Disability (PwD) candidates, relaxation of 10% is given in the minimum qualifying marks i.e., 50%.
- v. The candidates applying against **post code 31 to 50** must have successfully passed the prescribed educational qualification and possess the pass certificate of the same.
- vi. Wherever percentage (%) of marks is not awarded by the University / Institute and only grades (e.g., CGPA / OGPA / GGPA / SGPA etc.) are awarded, the candidates shall be required to mention equivalent percentage in their application and required to submit grade to percentage conversion document from University / Institute in support of their claim. Unless prescribed by the University, method of determining percentages from grade will be on the principle of proportion as per the following formula;

On a 10-point scale grade of 6.0 will be considered as 60%.

- vii. **For the purpose of calculating the aggregate final marks, the aggregate marks of all years / semesters / trimesters would be taken. Rounding of percentage (%) will not be acceptable under any circumstances i.e. 59.99 % will not be rounded off as 60 %, hence 60% of marks and above will only be considered for UR, EWS and OBC (Non-Creamy Layer) category and 50% of marks and above will only be considered for SC/ST and Persons with Disability (PwD) candidates for post codes 01 to 30.**

In case of any dispute arising about admissibility of any particular qualification the decision of Chairman & Managing Director, MECON Limited shall be final and binding.

5. DEFINITION OF WORK EXPERIENCE:

- i. The work experience shall be as a regular employee of CPSE or large Private Sector organisations/ institutions /Companies of repute. Large Private Sector organisations/ institutions /Companies of repute shall mean having an annual turnover of more than ₹ 2,000 crores. Preference would be given to candidates from listed Companies.

- ii. The candidate shall be considered eligible if he/she has worked in a large Private Sector organisation/ institution /Company of repute having an annual turnover of more than ₹ 2,000 crores in any of the last 3 financial years (2023-24, 2024-25 & 2025-26).
- iii. The work experience shall be in relevant area as stipulated against respective posts.
- iv. In case of intermittent nature of jobs, the actual days engaged in full time job only will be considered for calculating number of years of experience.
- v. Any other nature of experience like freelance experience will not be considered as it is not a full-time job and required number of years of experience cannot be established.
- vi. Entrepreneurial experience will not be considered for the purpose of ascertaining required number of years of experience.
- vii. Period of on-the-job training undertaken by the candidates as Management Trainee (MT) /Executive Trainee (ET)/ Graduate Trainee (GT) in only PSUs shall be considered for determining work experience.
- viii. Articleship / Internship / Academic Project experience shall not be considered as Experience. Also, Teaching / Research experience shall not be considered as Experience.
- ix. Period of apprenticeship under Apprenticeship Act, 1961 and its amendments shall be considered for the purpose of ascertaining required number of years of post-qualification experience. Candidates have to produce certificate issued by both Statutory Body & the organization of training, in proof of having completed the apprenticeship training. However, Industrial/ Vocational Training undergone as a part of a course curriculum will not be considered against minimum essential experience criteria.

6. DOCUMENTARY EVIDENCE FOR WORK EXPERIENCE:

The candidate is required to submit experience certificate / documentary evidence for establishing work experience as mentioned below;

A. For Past Employment -

Candidates must submit work experience certificates for all previous employments mentioned in the application form. These certificates should clearly indicate the date of joining, date of relieving, nature of duties or specific areas of experience, relevance of the experience to the applied post.

B. For Current Employment.

Experience Certificate or Offer letter/ Appointment letter / Identity Card issued by Employer, showing the date of joining and proof of continuity of present employment i.e. Last 03 (three) months Pay Slips from the date of advertisement, which the candidate has mentioned in the application form. In case of non submission of these documents, it may lead to rejection of the candidature.

C. Document in support of Large Private Sector Organization/ Institution /Company of repute (Proof of having annual turnover of more than 2,000 crore) :

- Published/ Audited Annual Report clearly mentioning the Turnover for the relevant Financial year, OR
- Published/ Audited Profit & Loss Statement of the relevant Financial year, OR

- Report from Ministry of Corporate Affairs (MCA) mentioning the Turnover for the relevant Financial year, OR
- Turnover certificate for the relevant Financial year issued by the organization on its letter head.

NOTE:

1. The Company reserves the right to authenticate the documents listed at 6 C and the turnover through its own sources.
2. Self-declaration regarding nature of jobs / specific areas of experience / experience in the relevant fields etc will not be considered / accepted.
3. Non-submission of the documents as mentioned above for establishing requisite experience may lead to rejection of the candidature.

7. RESERVATION & AGE RELAXATIONS:

1. Reservations for SC/ST/OBC (NCL)/ EWS/ PwD (**Percentage of Disability - 40% or above**) candidates shall be provided as per guidelines of Govt. of India for the purpose. The reservation for PwD is on horizontal basis. In case any increase / decrease in the number of total posts, the number of reserved category posts will vary in accordance to the guidelines of Govt. of India.

2. Age Relaxations: Upper Age Limit is relaxed as under.

- 5 Years for SC/ST
- 3 Years for OBC (NCL)
- Persons with Disabilities candidate:
 - By 10 Years for General (UR)
 - By 13 Years for OBC (NCL)
 - By 15 Years for ST
- 5 Years for the candidates who are the domicile of J&K during the period from 01.01.1980 to 31.12.1989 as per Govt. of India guidelines.
- Relaxation for Ex-Servicemen category candidates is as per extant Govt. of India guidelines.

NOTE : The Upper Age Limit is relaxed subject to the condition that maximum age of the applicant on the cut off date shall not exceed **52 years**.

CUT OFF DATE: The cutoff date for deciding the age and work experience shall be 01.09.2026.

3. For getting benefits of reservation under OBC (NCL) category:

- i. The name of caste and community of the candidate must appear in the "Central List of Other backward Classes".
- ii. The candidates must not belong to Creamy layer.
- iii. The candidates need to furnish their latest OBC (NCL) Certificate as per format prescribed by Govt. of India.
- iv. The OBC candidates who belong to "Creamy layer" are not entitled for concession admissible to OBC (Non Creamy Layer) candidates and such candidates will have to indicate their category applied for as "UR". Category once filled cannot be changed subsequently.

- v. The OBC (Non-Creamy Layer) applicants are required to submit requisite certificate in prescribed format of Government of India, from a Competent Authority issued on or after 02.09.2025. Further, OBC applicants, if called for interview will have to give an undertaking indicating that they belong to OBC (Non-Creamy Layer) Category at the time of reporting for interview. In case OBC (Non-Creamy Layer) certificate is not readily available, Certificate duly issued by Competent Authority in earlier date shall be uploaded with the online application and such candidate shall submit the OBC (Non-Creamy Layer) Certificate (issued after 02.09.2025) at the time of interview/ prior to joining.
4. **For PWD Category**, certificate in the prescribed format of Govt. of India duly issued by the competent authority, has to be uploaded.
5. **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 O.M. No. 36039/1/2019-Estt (Res) dated 31.01.19 of DoPT, Ministry of PPG&P, Govt. Of India.
6. **Discharge / Service Certificate** - in case of Ex-Servicemen.
7. Certificate issued in the prescribed format by the Competent Authority - **in respect of J&K domicile**.
8. The prescribed format of SC/ST/ OBC (NCL)/ PWD/ EWS/ Ex-servicemen/Sportspersons Certificates is available at **www.meconlimited.co.in → Careers → Career Opportunities (may be downloaded)**.
9. If the SC/ ST/ OBC/ EWS/ PwBD certificate has been issued in a language other than English/Hindi, then the candidates will be required to submit a self certified translated copy of the same in either English or Hindi.

8. SELECTION MODE:

The mode of selection shall be **Personal Interview of the provisionally shortlisted candidates**. The mode of selection may be changed, if required, at the discretion of Management.

Shortlisting of the candidates for Personal Interview shall be done **(on or before the date of Interview as per the discretion of Management) 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 interview **(if provisionally shortlisted)**.

PERSONAL INTERVIEW: The List of candidates called for the personal Interview, along with the date, time and venue of the interview, will be uploaded on MECON's official website. The same information will also be communicated to the shortlisted candidates, through their registered E-mail IDs, as provided in the online application form.

Similarly, the final list of selected candidates will also be uploaded on MECON's website. The candidates will also be intimated about the reporting date, requisite documents & medical examinations details through their registered E-mail IDs only.

9. TRAVELLING ALLOWANCE (TA) FOR INTERVIEW:

Out-station Candidates appearing for the personal interview shall be reimbursed TA as given below :

Grade	Travelling Allowance
E-1 to E-3	III Tier A/C (3A)/ CC by Rail/Rs. 7 per Km by road or at actual, whichever is less, subject to production of receipt /ticket and / or boarding pass. Rail fare be regular rail fare (No premium Tatkal/ Tatkal).
E-4 to E-5	II Tier A/C (2A)/ III Tier A/C (3A)/CC by Rail/Rs. 7 per Km by road or at actual, whichever is less, subject to production of receipt /ticket and / or boarding pass. Rail fare be regular rail fare (No premium Tatkal/ Tatkal).

The Internal Candidates will be governed as per the service rules of the company.

Note: Further scrutiny of the application shall be undertaken on the date of Personal Interview, if any claim made in the application is not found substantiated, the candidate will not be allowed to appear for the interview and also no TA shall be paid.

10. APPLICATION FEE:

Candidates belonging to UR/ EWS/OBC (Non-Creamy Layer) category are required to pay a Non-Refundable **fee of ₹1,000/-** (*Rupees One Thousand only*). SC/ST/PWD/Ex- Servicemen and internal candidates are exempted from the payment of application fee. Application fee is to be paid online through payment gateway provided by MECON 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.

11. 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 member, 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 / 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.

12. HOW TO APPLY:

- I. Candidates satisfying the conditions of eligibility criteria shall apply online through our website **www.meconlimited.co.in → Careers → Career Opportunities → Click here to**

apply Online on the dates as shall be notified on the website. No other mode of submission of application is allowed.

II. While applying online, candidate needs to upload the following documents: -

- a) Scanned copy of the recent passport size colour photograph **in jpg/jpeg format** (size not exceeding 40 KB).
- b) Scanned copy of signature with Blue / Black ink pen **in jpg/jpeg format** (size not exceeding 40 KB).
- c) **Self-Attested** scanned copies of the documents **in pdf format** as follows:
 - III. Matriculation / Secondary Board level Certificate /Mark sheet / Municipal birth certificate, in support of age.
 - IV. Final/Provisional Certificate for Graduation and Post-Graduation, as applicable.
 - v. All semesters / All years mark sheet or consolidated mark sheet in support of prescribed percentage of marks in requisite educational qualification.
 - VI. Work Experience Certificate / other documents as mentioned at Sl. No. 6 in support of experience claimed.
 - VII. PAN Card and Aadhar card. **If any mismatch is found in Aadhar number filled during online application and uploaded Aadhar Card, the application will summarily be rejected.**
 - VIII. Candidates applying as SC/ST/OBC (NCL)/ EWS/ Ex-Servicemen or PwD will have to upload copy of valid documents as mentioned at Para Sl. No. 7 in support of their claim. Meritorious Sportspersons certificate (if applicable).

NOTE :

- a) While uploading the self –attested scanned documents online, the candidates must ensure that the scanned documents are legible and non-encrypted; otherwise, the application is liable to be rejected.
- b) In case of multiple documents, all the documents should be merged into a single PDF file not exceeding 1 MB and uploaded.
- c) The prescribed format of EWS/SC/ST/ OBC (NCL)/PWD/Ex-servicemen/Sportspersons Certificates is available at **www.meconlimited.co.in → Careers → Career Opportunities (may be downloaded).**
- d) **Aadhar Card is mandatory for online application purpose and for uploading with documents. If any mismatch is found in Aadhar number filled during online application and uploaded Aadhar Card, the application will summarily be rejected**

13. GENERAL INFORMATION AND INSTRUCTIONS:

- i. Only Indian Nationals are eligible to apply.
- ii. The Candidates employed in Central/State Government/Public Sector Enterprises/ Autonomous bodies shall either forward their application **through Proper Channel** or produce **No Objection Certificate (NOC)** from their present employer at the time of interview. For forwarding the application through Proper Channel, the candidate needs to apply online, complete the application process and forward the hard copy of the online application to **“GM I/c (HR), Recruitment Section, HR Department, MECON Limited, Doranda, Ranchi, Jharkhand - 834002”, through their present employer.**
- iii. Candidates who do not submit NOC at the time of interview shall also be allowed to appear for the interview; however, they shall not be eligible for transfer of benefits on movement

- from one CPSE to another CPSE and will have to submit proper release/ experience certificate prior to joining.
- iv. The candidates applying as EWS/ SC/ ST/ OBC (NCL) / Ex-Servicemen or PwD will have to upload copy of valid documents as mentioned at Sl. No. 7 in support of their claim. Meritorious Sportspersons certificate (if applicable).
 - v. The Candidate shall produce **all original certificates/documents** in support of their claim and further scrutiny of the application shall be undertaken on the date of Personal Interview, if any claim made in the application is not found substantiated, the candidate will not be allowed to appear for the interview and also no TA shall be paid.
 - vi. The required educational qualifications must have been acquired from Universities / Institutes recognized by Government/ accredited by councils / bodies like UGC /AICTE / MCI / ICAI / ICSI set up by Central or State Government for the purpose.
 - vii. The candidates are required to upload copy of all semester /all year's mark sheets or consolidated mark sheet showing details of marks of all semesters / years or showing final percentage/ Grade of requisite education qualification.
 - viii. **Non-submission of the documents as mentioned above for establishing requisite experience may lead to rejection of the candidature.**
 - ix. Company takes no responsibility to collect any certificate/ remittance sent separately. Candidates are advised, in their own interest, to ensure that all the required certificates/ testimonials are uploaded.
 - x. **Each document to be uploaded while applying online should be duly Self Attested.**
 - xi. Furnishing of wrong / false information / uploading **overwritten & not legible documents** will lead to disqualification of the candidature and MECON will not be responsible for any of the above consequences. If at any stage during the recruitment and selection process or joining, it is found that candidate has furnished wrong / false information or is found ineligible with respect to any of the eligibility parameters, his / her candidature will be rejected and offer of appointment, if issued, will be cancelled forthwith.
 - xii. Before applying, **candidates are advised to go through the requirements of essential qualification, requisite experience, age etc. and satisfy themselves that they are eligible for the posts.** When scrutiny is undertaken, if any claim made in the application is not found substantiated, the candidature will be cancelled and **decision of MECON shall be final.**
 - xiii. No modifications are allowed after candidate submits the online application form. If any discrepancies are found in the online application filled by the candidate and that of the original testimonies, the candidature of such candidates may be liable for rejection. Hence, utmost care should be taken to furnish correct details before submitting the online application.
 - xiv. Shortlisting of the candidates for Personal Interview shall be done **(on or before the date of Interview as per the discretion of management) 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 interview **(if provisionally shortlisted).**
 - xv. The outstation candidates eligible for interview will be reimbursed Travelling Allowance (TA) to & fro Rail Fare by the shortest route from the mailing address, as mentioned in the application, to the place of interview, as mentioned above at Sl. No. 9.

- xvi. The outstation candidates eligible for interview will be required to submit the filled in Travelling Allowance (TA) form along with proof of travel i.e., tickets (for both Onward & Inward journey), bank account no. of candidate and IFSC Code No. of Bank Branch for payment of TA.
- xvii. If any certificate etc. is issued in a language other than Hindi / English, candidates are advised to submit a certified translation of the same in either Hindi or English language.
- xviii. Mere submission of application and fulfilling the eligibility criteria gives no right to any candidate for claiming employment in MECON. The company reserves the right to alter any of the advertised conditions depending upon the circumstances.
- xix. MECON reserves the **right to** raise the minimum eligibility standards for short listing of the candidates for interview / selection of candidates etc. MECON also reserves the right to fill or not to fill or partially fill or to increase/decrease any of the above vacancy without assigning any reasons whatsoever.
- xx. MECON also reserves the right to cancel the advertisement/selection process / modify / alter the recruitment process, if required, without issuing any further notice or assigning any reason thereof.
- xxi. Any modifications / amendments / corrigendum in the advertisement will be given on MECON's website **www.meconlimited.co.in** only. Hence, candidates are requested to regularly check the website for updates.
- xxii. Candidates are also advised not to respond to unscrupulous advertisements appearing in any newspaper. For authenticity of any advertisement the candidate may check on MECON's website **www.meconlimited.co.in** only.
- xxiii. All correspondences / announcements with respect to above recruitment process shall be done through E-mail / Notices on MECON website **www.meconlimited.co.in** only. Important information regarding recruitment will be available on MECON's website only and as such, candidates are advised to visit the same frequently. Responsibility of receiving, downloading and printing of the Interview Letters, information / communication etc. will be of the candidate. Company will not be responsible for any loss of E-mail sent, due to invalid / wrong Email ID provided by the candidate in online application or due to any other reason. Candidates are advised to retain the same E-mail ID and Mobile number active for at least 1 year. No change in E-mail ID & Mobile number as declared in the online application will be allowed.
- Queries, if any, candidates may write to E-mail ID: recruit@meconlimited.co.in only or Contact No. **0651-2483571/0651-2483043** between 10 AM to 05 PM on working days i.e. Monday to Saturday (Excluding 2nd & 4th Saturday) (on dates as notified on the website).
- xxiv. Applications that are incomplete, not in prescribed format, not legible, without the required certificates and without requisite fee, shall be summarily rejected without assigning any reasons and no correspondence in this regard shall be entertained.
- xxv. **No hard copies of documents are required to be sent.** However, hard copy of online application is required to be submitted at the time of interview, if called for.
- xxvi. The candidates not short listed for interview / not selected shall not be communicated regarding the status of their candidature. No correspondence will be entertained about the outcome of the application, at any stage.
- xxvii. Canvassing by a candidate in any form shall disqualify his / her candidature.
- xxviii. Any dispute with regard to recruitment against the above advertisement will be settled within the jurisdiction of Ranchi (Jharkhand) only.

14. MECON's DECISION FINAL:

The decision of Chairman & Managing Director, MECON Limited in all matters relating to eligibility, acceptance or rejection of applications, penalty for false information, mode of selection, conduct of interviews, selection and posting of selected candidates will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

**General Manager I/c (HR)
MECON Limited, Vivekananda Path,
Doranda, Ranchi – 834002, Jharkhand.**