

**Hindustan Copper Limited
Corporate Office**

Executive Recruitment -2016

The Interview Call Letter for the candidates E-5 to E-7 is available through their login in the Career Section of www.hindustancopper.com for download.

For any Technical Queries please send your mails to hclrecruitmenttech@gmail.com.

Please come prepared with the following documents and their specified no. of sets as mentioned below. Please note that no photocopying support shall be available at the venue of Personal Interview.

- a. ORIGINAL Certificates / Testimonials of your Date of Birth, Qualification, Experience, Caste (for SC/ST/OBC candidates only), Disability (for PWD candidates only), Discharge (for Ex-Servicemen candidates only) as applicable. These shall be required for verification before commencement of Interview. In case of failure to present any or all of the said documents, you shall not be permitted to attend the Interview.
- b. Eleven (11) sets of self-attested photocopies of the above mentioned ORIGINAL documents
- c. Eleven (11) sets of the online Eleven (11) sets of self-attested photocopies of the above mentioned ORIGINAL documents.
- d. Eleven (11) sets of the online Eleven (11) sets of the online application submitted by you.
- e. Your passport-size photographs: 2 (two) nos. – same as uploaded in the online application.
- f. Eleven (11) sets of the enclosed Form-1 regarding 'Declaration of Candidate'. Ten (10) photocopies with one original signed copy shall be acceptable.
- g. Two (02) copies of enclosed Form-2 for claiming TA reimbursement – applicable for SC / ST / PwD / ESM candidates only.
- h. Eleven (11) sets of enclosed Form-3 regarding Declaration of Caste – applicable for SC/ST/OBC candidates only.
- i. No Objection Certificate (NOC) from your present employer if your application was not forwarded through Proper Channel – applicable for candidates working in Government / PSU, etc.
- j. Document establishing that your pay scale in your present employment corresponds to the next below scale of the grade you are applying for as mentioned in the advertisement – applicable for candidates working in Government / PSU, etc.