



क.रा.बी.नि.
ESIC

कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत
सरकार)
EMPLOYEES' STATE
INSURANCE CORPORATION
(Ministry of Labour &
Employment, Govt. of India)



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NOTICE

SCHEDULE OF DOCUMENT VERIFICATION OF SHORT LISTED CANDIDATES FOR APPOINTMENT TO THE POST OF MULTI-TASKING STAFF IN ESI CORPORATION, UTTAR PRADESH REGION-reg.

Reference is invited to the final results for post of Multi-Tasking Staff allotted to ESIC, declared on 12.03.2025 by the Staff Selection Commission.

In this regard, all the candidates who have been shortlisted for document verification for Appointment to the post of Multi-Tasking Staff in E.S.I. Corporation, Uttar Pradesh Region, are advised to appear at **Employees' State Insurance Corporation, Regional Office, Panchdeep Bhawan, Sarvodaya Nagar, Kanpur, U.P.-208005**, as per schedule annexed herewith.

The shortlisted candidates are also advised to appear for document verification with following documents in original to be produced before the Documents verification Team on the scheduled date along with one set of self-attested copies to be handed over to the team while appearing for the Document Verification.

List of documents: (as per para 16 of the SSC Advertisement dated 27.06.2024 for the post of the MTS):

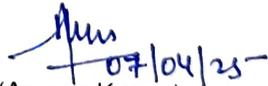
- A. In addition to the Admission Certificate, it is mandatory to carry at least two passport size recent colour photographs, Original valid Photo-ID proof having the full Date of Birth a sprinted on the Admission Certificate, such as:
 - i. Aadhaar Card/Print out of E-Aadhaar,
 - ii. Voter's ID Card,
 - iii. Driving License,
 - iv. PAN Card,
 - v. Passport,
 - vi. ID Card issued by University/College/School,
 - vii. Employer ID Card (Govt./PSU),
 - viii. Ex-Serviceman Discharge Book issued by Ministry of Defence,
 - ix. Any other photo bearing ID Card issued by the Central/State Government.

If Photo Identity Card does not have the date of birth printed on it, then the candidate must carry an additional original document (e.g. Matriculation Certificate, Marks Sheet issued only by CBSE/ICSE/State Boards; Birth Certificate, Category Certificate) as proof of their date of birth. In case of mismatch in the date of birth mentioned in the Admission Certificate and photo ID/Certificate brought in support of date of birth, the candidature may be cancelled.

B. Candidates will have to bring original as well as copies of various documents as given below at the time of Document Verification:-

- i. Matriculation/Secondary/Equivalent Certificate.

- ii. Order/ letter in respect of equivalent Educational Qualifications, indicating the Authority (with number and date) under which it has been so treated ,in respect of equivalent Clause in Essential Qualifications, if a candidate is claiming a particular qualification as equivalent qualification.
- iii. Caste/Category Certificate, if belongs to reserved categories, in prescribed format.
- iv. Persons with Disabilities Certificate in the required format, if applicable.
- v. For Ex-Servicemen(ESM):
 - a. Serving Defence Personnel Certificate as per Annexure VI, if applicable.
 - b. Undertaking as per Annexure-VII.
 - c. Discharge Certificate, if discharged from the Armed Forces,
- vi. Relevant Certificate if seeking any age relaxation.
- vii. No Objection Certificate, in case already employed in Government/ Government undertakings.
- viii. A candidate who claims change in name after matriculation on marriage or remarriage or divorce, etc. the following documents shall be submitted:
 - a. In case of marriage of women: Photocopy of Husband's passport showing names of spouses or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from husband and wife along with a joint photograph duly sworn before the Oath Commissioner;
 - b. In case of re-marriage of women: Divorce Deed/ Death Certificate as the case may be in respect of first spouse; and photocopy of present husband's passport showing names of spouse or an attested copy of marriage certificate issued by the Registrar of Marriage or an Affidavit from the husband and wife along with joint photograph duly sworn before the Oath Commissioner.
 - c. In case of divorce of women: Certified copy of Divorce Decree and Deed Poll/Affidavit duly sworn before the Oath Commissioner.
 - d. In other circumstances for change of name for both male and female: Deed Poll/Affidavit duly sworn before the Oath Commissioner and paper cuttings of two leading daily news paper in original (One daily newspaper should be of the area of applicant's permanent and present address or nearby area) and Gazette Notification.
- ix. Any other document specified in the Admission Certificate for DV.
 - Further, it should be noted that merely being called for document verification does not confer right upon the candidate for appointment to the post advertised.
 - The candidature is purely provisional and subject to satisfaction of all conditions.
 - Subsequently if at any stage, it is found that the candidate appeared through proxy or their actions involved malpractice then action as deemed suitable would be taken by ESI Corporation against the candidate.


(Anurag Kumar)

Dy. Director (Establishment-I)

For Regional Director