



RAILTEL CORPORATION OF INDIA LIMITED
(A Government of India Undertaking under Ministry of Railways)
Regd Office: 6th Floor, Tower-III, Delhi Technology Park, Shastri Park, Delhi-110001
Corporate Office: Plot no. 143, Sector-44, Gurgaon -122003
website: www.railtelindia.com, CIN: U64202DL2000GOI107905

RECRUITMENT TO THE POST OF ASSISTANT COMPANY SECRETARY IN RAILTEL CORPORATION OF INDIA LTD.-ADMIT CARD FOR WRITTEN EXAMINATION

(Ref: Vacancy Notice no. RCIL/2016/P&A/44/15 uploaded on RailTel's website on 07.10.2016)

Candidate will paste one recent self-attested passport size photograph here before presenting it to invigilator in examination hall.

Roll No.	
Candidate Name	
Father's Name	
Date of Birth	
Mobile No	
Test Centre City	Gurgaon
Test Date	08.01.2017 (Sunday)
Test Time	1000 hours to 1300 hours
Reporting Time	0930 hours
Test Centre Name	RailTel Corporation of India Ltd. Plot No. 143, Institutional Area, Sector-44, Gurgaon-122003.

Instructions for the candidate:

1. The written test will be of 3 hours duration carrying 150 marks.
2. The candidate should bring this ADMIT CARD along with him/her for appearing in the Test. Photocopy of the admit card should be retained by the candidate for future requirement.
3. Admission to the test center will be strictly on production of (a) this Admit Card and (b) one valid photo identity proof (not expired) in original such as Driver's license / Passport / PAN Card / Voter ID / Aadhar card. Candidates will not be permitted to take the test without this admit card and proof of identity as aforementioned.
4. Candidate should bring his/her own black/ blue ball-point pen(s) for use in written exam. No stationery item, except answer sheet, will be provided by RailTel.
5. Candidate is advised to reach the venue of the written test at least 10 minutes before the reporting time indicated above.

6. Candidate is advised to make himself familiar with the location of the Examination Centre in advance so that he can reach the Exam venue as per the reporting time mentioned above.

Candidates coming late by more than 15 minutes (after start of the written test) will not be allowed to appear in the written test nor shall a candidate be allowed to leave the examination hall till the half of the duration of the examination is over.

7. No request for change of date, time or venue of written exam will be entertained.
8. Candidate should paste his/her self-attested passport size photograph on the Admit Card in the space provided for photo.
9. Candidate is not allowed to carry any personal belongings to the exam center. Items such as Smart watches, cell phones, calculators, electronic diary, cameras or any other electronic device will not be allowed into the examination hall. In case candidate carries any personal item, it will have to be kept outside the examination hall at candidate's own risk. The examination center will not be responsible for any loss or damage of such items.
10. Candidates found indulging in unfair means will be summarily disqualified. RailTel reserves the right to take stern action against offenders.
11. Candidate should note that he is being sent this admit card for the said examination process on purely provisional basis. He should satisfy himself that he fulfills all the eligibility and other conditions without any doubt mentioned in the relevant vacancy notice and other notices uploaded on internet, if any, related to the vacancy. This call letter should not be construed as certificate of eligibility or as an offer of appointment. Relevant documents will be verified and eligibility conditions will be checked in detail before candidate is allowed to appear in interview (if shortlisted for interview). If it is found that the candidate does not fulfill any of the eligibility conditions or other terms and conditions for the posts mentioned in the vacancy notice and other notices uploaded on the website from time to time, if any, the candidate will not be allowed to appear in the interview and his candidature will be treated as cancelled. Even after candidate is allowed to appear in the interview or selected for the post or allowed to join the post, if it comes to notice that candidate is ineligible for the post in any manner whatsoever or has not fulfilled any of the terms and conditions, his candidature/ appointment will be cancelled forthwith.
12. RailTel reserves the right to cancel the process if considered necessary at any stage of selection/appointment.
13. The question paper, along with answer sheet, must be returned intact to the invigilator.
14. No TA/DA / Hotel charges is payable to candidates appearing in written examination and /or interview.

(Pushpa Ghosh)
DGM/P&A