

DIRECTORATE OF MEDICAL EDUCATION AND TRAINING, ODISHA

File No. MET-I- GA-11/18 /No. ___15296___ Bhubaneswar,

Date: 05/11/2018

INSTRUCTIONS TO CANDIDATES FOR DOCUMENT VERIFICATION

The document verification for the counseling of non-teaching staff selection for Govt. Medical Colleges shall be done from 22.11.2018 to 24.11.2018 as per the following programme. The candidates are requested to bring the following documents in Original and a set of self attested photocopy, to be arranged in following manner during document verification.

Programme:

1. Venue – IMA House Bhubaneswar (Behind Capital Hospital)
2. Reporting time : 10.00 AM
3. Document Verification: 11.00 AM onwards.
4. Lunch Break: 2.00 PM to 3.00 PM

List of Documents required:

1. Downloaded and signed Copy of online application form (2 copies)
2. Self attested photo copy of 7th pass Certificate and Mark Sheet. (If applicable for the post)
3. Self attested photo copy of HSC certificate in support of date of birth.
4. Self attested photo copy of all certificates and mark sheets applied for the post.
5. Self attested photo copy of Caste Certificate issued by competent authority not below the rank of Tahasildar.
6. Self attested photo copy of Nativity/Resident Certificate issued by the competent authority not below the rank of Tahasildar (issued within 06 months to the date of advertisement).
7. Two Recent Pass Port size Photographs signed by the applicant.
8. Two Conduct & Character Certificates issued by Gazetted Officers.
9. Photo copy of the certificates in support of passing Odia as a language subject.
10. N.O.C from present employer (In case of in-service candidates)
11. Original service certificate issued by the present employer (in case of in-service candidates)
12. Self attested photo copy of Experience certificate (if applicable)
13. Original Bank Draft of Rs 100/- (Rupees one hundred only) drawn in favour of **“Convener Selection Committee, DMET, Odisha”** payable at Heads of Department branch Bhubaneswar.
14. Photo ID issued by State/ Central Govt.

N.B: Any document submitted by the candidate if found to be false/forged/manipulated/unauthentic, the candidature will be cancelled and legal action as deemed proper shall be initiated against the candidate.

Sd/-

**Joint Director
Medical Education and Training**