



हिन्दुस्तान कॉपर लिमिटेड  
खेतड़ी कॉपर कॉम्प्लैक्स  
HINDUSTAN COPPER LIMITED  
KHETRI COPPER COMPLEX

पो. ऑ. : खेतड़ी नगर-333504  
P.O. Khetri Nagar-333504  
जिला : झुन्झुनू (राज.) भारत  
Distt. Jhunjhunu (Raj.) INDIA  
Tel. No. : 01593-220001  
CIN No. : L27201WB1967GOI028825  
GSTIN : 08AAACH7409R1Z1

Advertisement No.HCL/KCC/HR/Rectt/22/01

Date: - 26/12/2022

**RECRUITMENT FOR WORKMEN POSTS IN KHETRI COPPER COMPLEX**

Hindustan Copper Limited (HCL) is a listed profit making vertically integrated, multi-Unit, Schedule 'A' Miniratna Central Public Sector Enterprise in the field of Copper Mining & Production with net turnover of Rs.1812 Crores in 2021-22. Its activities include mining, beneficiation, smelting, refining and production of finished Copper products at Units located in picturesque surroundings in the states of Jharkhand, Madhya Pradesh, Rajasthan, Maharashtra and Gujarat with the Corporate Office at Kolkata. Most of the Units have well-developed Townships with modern facilities. The Company is on a fast track of growth and expansion. Its approach is 'People Centric' and provides for elaborate HR processes including well-defined policies to cater to employees' growth and aspirations. **To partner its growth process and man key-positions, the Company invites self-driven, professionally qualified Indian Nationals with proven capabilities to apply online on HCL's website for the following posts for Khetri Copper Complex in Rajasthan State.**

**1. Post wise vacancy break up with reservation: -**

Sl. No.	Post	UR	SC	ST	OBC (NCL)	EWS	Total
1	Mining Mate	10	03	02	04	02	21
2	Blaster	11	03	02	04	02	22
3	WED ' B'	04	01	-	03	1	09
4	WED 'C'	02	-	-	-	-	02
<b>Total Vacancies</b>		<b>27</b>	<b>07</b>	<b>04</b>	<b>11</b>	<b>05</b>	<b>54</b>

**2. Educational Qualification & Post Qualification Experience: -**

Sl. No. (A)	Name of Post (B)	Scale of Pay (C)	Educational Qualification (EQ) and Post Qualification Experience. (D)	Statutory Certificate (SC) (E)
1	Mining Mate	T – 10 Scale of Pay (Rs. 18480 – 3% – Rs.45400)	Diploma with 1 year experience in the relevant field OR Graduate (BA/B.Sc./B.Com/BBA) with 2 years of experience in underground metalliferous mines only. OR Class 10 <sup>th</sup> Pass plus Apprenticeship with 3 Years of Experience in the relevant field OR Class 10 <sup>th</sup> pass with 5 years of experience in the relevant field.	i. Valid Mate Certificate of Competency for Metalliferous Mine (Un restricted) ii. Valid First Aid Certificate.

2	Blaster	T – 07 Scale of Pay (Rs. 18180 – 3% – Rs. 37310)	Diploma with 1 year experience in the relevant field OR Graduate (BA/B.Sc./B.Com/BBA) with 1 years of experience in underground metalliferous mines only. OR Apprenticeship with 3 Years of Experience in the relevant field OR Class 10 <sup>th</sup> pass with 5 years of experience in the relevant field.	i. Valid Blaster Certificate of Competency for Metalliferous Mine (Un restricted) ii. Valid First Aid Certificate.
3	WED 'B'	T – 07 Scale of Pay (Rs. 18180 – 3% – Rs. 37310)	Diploma with 1 year experience in the relevant field OR Graduate (BA/B.Sc./B.Com/BBA) with 1 years of experience in the relevant field. OR Apprenticeship with 3 Years of Experience in the relevant field OR Class 10 <sup>th</sup> pass with 6 years of experience in the relevant field.	Valid 1 <sup>st</sup> Class Winding Engine Driver's Certificate
4	WED 'C'	T – 06 Scale of Pay (Rs. 18080 – 3% – Rs. 35960)	Diploma OR Graduate (BA/B.Sc./B.Com/BBA) with 06 months of experience in the relevant field. OR 12 <sup>th</sup> with 3 years of experience in the relevant field. OR Apprenticeship in the relevant discipline with 2 Years of Experience in the relevant field OR Class 10 <sup>th</sup> pass with 4 years of experience in the relevant field.	Valid 2 <sup>nd</sup> Class Winding Engine Driver's Certificate

**2.1 Opening & Closing date of online application: -**

Opening date for submission of online application	Last date of submission of online application
02.01.2023 (From: - 11:00 AM onwards)	31.01.2023 (Till Midnight)

2.2 The experience shall be considered after acquiring of the relevant statutory certificate (SC) as mentioned at Column No (E) of table mentioned at point no 2.

2.3 The period/duration of Apprenticeship/Training/Internship/Articleship/etc which is attained during academic course curriculum will not be considered as experience.

2.4 As the above technical posts demanding strenuous labour in mines, shop floor, no post is identified for persons with disabilities for employment in the category of Mining Mate, Blaster, WED 'B' & WED 'C'.

2.5 Abbreviations used above stands for **UR**-Un-reserved; **SC**-Schedule Caste; **ST**-Schedule Tribe, **OBC (NCL)**-Other Backward Class (Non Creamy Layer); **ESM**-Ex-Serviceman, **EWS**-Economically Weaker Section.

2.6 Qualification must be from Universities or Institutes recognized / accredited by council / bodies like UGC/ AICTE /NCTVT / SCTE&VT set up by Central/State Government (wherever applicable). Only full time Regular courses will be considered. This shall include Matriculation / equivalent as specified under the minimum essential qualifications column.

2.7 The cut – off date for reckoning eligibility for educational qualification & post qualification experience and maximum age will be 01.12.2022.

2.8 Candidates who have not acquired the prescribed age, educational qualification & experience after acquiring of the relevant statutory certificate etc, as mentioned above, before the cut – off date i.e. 01.12.2022, need not to apply.

### 3. Prescribed maximum age limit as on 01.12.2022: -

Maximum Age required as on 01.12.2022 for the above posts is 40 Years. However, relaxation in age for candidates belonging to SC/ST/OBC (NCL)/Ex – Servicemen/Meritorious sports person shall be as under: -

Sl. No.	Category	Age Relaxation (In Years)
1	SC/ST	05
2	OBC (Non – Creamy Layer)	03
3	Meritorious Sports person	05 (10 years in the case of those belonging to SC/ST)
4	Ex – Servicemen (ESM)	Relaxation as per directives of Government of India

#### 3.1 Guidelines for Ex – Servicemen: -

- (a) Upper age will be relaxed for Ex – Servicemen as per rules.
- (b) An Ex – Servicemen who have once joined a Government job on civil side after availing of the benefits given to him/her as an Ex – Servicemen for his/her re-employment, his/her Ex – Servicemen status for the purpose of the re-employment in Government job ceases.
- (c) Reservation for Ex – Servicemen will be across the posts on horizontal/interlocking basis.

### 3.2 Reservation for candidates belonging to SC/ST/OBC(NCL) & EWS Category:

- (a) Candidates belonging to OBC category but not covered under 'Non-Creamy Layer' and thus, not entitled to OBC reservation, should indicate their category as 'GENERAL'. OBC (non-creamy layer) candidates are required to submit the recent certificate issued by the competent authority in line with the Govt. of India guidelines issued time to time.
- (b) For claiming the benefit of OBC category, the candidate should submit a latest caste certificate (issued on or after 01.04.2022) in the format prescribed by Govt. of India, which would, among others specifically mention that the candidate does not belong to the persons/sections (creamy layer) as mentioned in column 3 of the schedule to the Department of Personnel & Training, Government of India OM No. 36012/22/93-Estt.(SCT) dated 08-09-1993 and modifications issued vide OM No. 36033/1/2013-Estt.(Res.) dated 13-09-2017.
- (c) SC/ST candidates are required to submit caste certificate issued by Competent Authority as format prescribed by Government of India. The SC/ST/OBC (NCL)/ESW candidates may apply under Unreserved Category at par with general candidates for WED 'C'. ST candidates may apply under unreserved category at par with general candidates for WED 'B'.
- (d) Candidates belonging to EWS category are required to submit an Income and Asset certificate issued by Competent Authority prescribed under point no.5 of department of Personnel and Training's O.M No. 36039/1/2019-Estt. (Res) dated 31.01.2019.

### 4. Remuneration: -

- (a) Besides Basic Pay and Industrial Dearness Allowance, Special Allowance @ 6% of Basic pay, Conveyance Allowance, Energy Allowance, Canteen Allowance, Annual Ex – Gratia, LTC, Leave and Encashment of Earned Leave, Contributory Provident Fund, Gratuity etc.
- (b) In addition to the above, the Company offers free medical treatment for self, family and dependent parents. Candidates would be allotted company's accommodation subject to its availability and no HRA would be allowed, if they do not occupy the allotted Company's accommodation.
- (c) However, the scales of pay as mentioned at Column no (c) of point no 2 are likely to be revised & the same are in under active consideration for revision at appropriate level.

### 5. Application Fee: -

The General, OBC & EWS Candidates are required to pay non-refundable application processing fee of Rs.500/- (**Five Hundred Only**) and all other candidates are exempted from paying fees.

The application processing fee plus applicable Bank charges shall be paid by the applicant using the Payment Gateway / NEFT On-line Transfer through HCL's website only. No other form of remittance shall be accepted.

## 6. Selection Procedure: -

The mode of selection consists of (1) Written Test and (2) Physical Ability Test & Writing Ability Test for post at Sl. no 01 of point no 2. The mode of selection for posts at Sl. No. 2, of point no 2 consists of (1) Written Test and (2) Trade Test & Writing Ability Test and the mode of selection for posts at Sl. No. 3 & 4 of point no 2 consists of (1) Written Test and (2) Trade Test. The maximum marks for written test will be 100 marks and the second level test (Physical Ability Test & Writing Ability Test /Trade Test & Writing Ability Test/Trade Test) will be of qualifying in nature.

Sl. No.	Name of Post	First Level Test	Second Level Test
1	Mining Mate	Written Test	Physical Ability Test & Writing Ability Test
2	Blaster	Written Test	Trade Test & Writing Ability Test
3	WED 'B'		Trade Test
4	WED 'C'		Trade Test

6.1 Question paper booklet for written test will be in English & Hindi which consists of objective type multiple choice questions. For answering the questions Optical Mark Reader/Optical Mark Recognition (OMR) sheet will be provided or any other mode as decided by HCL.

6.2 HCL reserves the right to cancel / withdraw any question/questions from the written test even at the time of evaluation if required under any circumstances.

6.3 (a) The Written Test question paper for the post mentioned at point No. 2 shall consists of following: -

Sl. No.	Subject	Marks
1	Subject Knowledge (On Specific Trade)	80
2	General Knowledge	20

6.3 (b) The subject knowledge paper of Written Test will be on specific trade / Job.

6.4 The candidates will be called for 2<sup>nd</sup> level test on the basis of performance in written test by following reservation policy. However, the candidate should secure minimum marks in written test which is as follows: -

“SC/ST – 35 Marks, OBC (NCL) – 38 Marks and UR/EWS – 40 Marks”

6.5 The candidates for the post of Mining Mate will be called for 2<sup>nd</sup> level test i.e. Physical Ability Test & Writing Ability Test in the ratio of 1:3 based on marks obtained in the written test. The candidates for the posts mentioned at Sl. No. 2, 3, & 4 of point no 2 will be called for 2<sup>nd</sup> level test i.e. Trade Test & Writing Ability/Trade Test in the ratio of 1:3 which is on the basis of marks obtained in the written test. In case, two or more candidates in the same trade/discipline secured equal marks in the written test and the ratio of 1:3 is increasing, in such case all those candidates secured equal marks will be called for 2<sup>nd</sup> level test irrespective of the above ratio.

Candidates have to secure minimum qualifying marks in the written test as per point no. 6.4 to be called for 2<sup>nd</sup> level test.

**6.6 Trade Test & Writing Ability Test / 2<sup>nd</sup> Level Test:** - There will be 2<sup>nd</sup> level test i.e. Trade Test & Writing Ability Test for post i.e. Blaster and Trade Test for WED 'B' & WED 'C' which is qualifying in nature. There will be a Physical Ability Test & Writing Ability Test for the post of Mining Mate which is also qualifying in nature. The minimum qualifying marks in Trade Test / 2<sup>nd</sup> Level Test (out of total of 100 marks) will be as under: -

“SC/ST – 35 Marks, OBC (NCL) – 38 Marks and UR/EWS – 40 Marks”

6.7 The candidates who have attended for 2<sup>nd</sup> level test and failed to secure minimum qualifying marks stand disqualified for considering their candidature in final merit list.

6.8 Procedure for 2<sup>nd</sup> Level Test (i.e. Physical Ability Test & Writing Ability Test /Trade Test & Writing Ability Test /Trade Test): - The Physical Ability Test & Writing Ability Test for the post of Mining Mate is mandatory and it is only qualifying in nature and its marks will not be included in the written test marks for final selection. The Trade Test & Writing Ability Test will be conducted in the respective trade of for the posts mentioned at Sl. No. 2 of point no. 2 and Trade Test for the posts mentioned at Sl. No 3 & 4 of point no. 2 which is mandatory. The Trade Test & Writing Ability Test/Trade Test is qualifying in nature and its marks will not be included in written test subject to qualifying in 2<sup>nd</sup> level test and further subject to point 6.7 above.

6.9 The merit list of the candidates for 2<sup>nd</sup> level test and also for final selection will be prepared trade/discipline wise on the basis of performance in the written test only

6.10 In the event of a tie in two or more than two candidates in the final merit list, following criteria will be adopted for deciding position in merit list.

6.10 (a) 10<sup>th</sup> Marks (Higher the percentage, higher the rank in the merit), if tie not broken then

6.10 (b) Age (Older the age, higher the rank in the merit)

## **7. Verification of Documents with Originals: -**

The candidates who will be called for 2<sup>nd</sup> level test (Physical Ability Test & Writing Ability Test /Trade Test & Writing Ability Test/Trade Test) are required to produce original documents/ testimonials, along with self-attested photo copies, in support of Age, Qualification, Experience, Caste etc. for verification of their eligibility as per notification at the time of 2<sup>nd</sup> level test. In case the candidate(s) do not produce / submit the required documents before attending for 2<sup>nd</sup> level test, the candidate(s) will not be permitted to attend the 2<sup>nd</sup> level test (Physical Ability Test & Writing Ability Test /Trade Test & Writing Ability Test/Trade Test). Candidates must produce caste certificates in the prescribed format as mentioned at point no. 3.2 (b) (c) & (d). The decision of HCL Management will be final in this regard.

## 8. How to Apply: -

Eligible and interested candidates only need to apply. Candidates should apply only through online registration from HCL website ([www.hindustancopper.com](http://www.hindustancopper.com)) under the link "Careers". No other means / mode of application shall be accepted.

- 8.1 Before filling the online application, candidates are advised to carefully read the instructions contained in "How to fill the Online Application form" provided on the website. They may click on the 'Career' button to get the instruction for online application submission.
- 8.2 **Interested Candidates can apply against multiple posts, subject to the fulfillment of eligibility criteria as mentioned at column no (D) & (E) of point No 2. Candidates have to pay separate application fee as per details mentioned at point no 5 if the individual candidate decides to fill application for more than one posts.**
- 8.3 **The written test for posts mentioned at point no 2 shall be conducted in two different shifts on a same day. Written test for the post of Mining Mate & WED 'B' will be conducted in Forenoon session and for the post of Blaster & WED 'C' in Afternoon session. Candidates interested to apply for more than one must have to apply accordingly as they will be allowed to appear in written test in one paper only in each session (Forenoon Session & Afternoon Session).**
- 8.4 To complete the online application process and get the Application number, it is mandatory to put in all the relevant information such as qualifying degree details, percentage of marks, email address and mobile no., address for correspondence, soft copy of scanned photograph and signature (JPEG). Therefore, applicants are advised to keep such information ready before applying online.
- 8.5 Exact percentage of marks should be mentioned in qualification table and rounding off of marks should not be done.
- 8.6 **After submitting the online application, the candidates should print the Computer-Generated Online Application and the Acknowledgement Slip and keep a copy for their reference and records.**
- 8.7 Since all the applications will be screened based on the data furnished in the online application and without any documentary evidence / proof, the candidate should ensure that they meet all the prescribed eligibility criteria and other conditions as mentioned in this advertisement.
- 8.8 Candidates should note that the details provided by them in their application forms are taken on their face value and the onus of proving the correctness and authenticity of the same as and when required lies with the applicant.
- 8.9 Category of SC/ST/OBC/PWD/Ex-servicemen/EWS once filled in the online application form will not be changed.

**9. Probation & Confirmation: -**

- (a) Selected candidates will be on probation for a period of six (06) months in that post from the date of appointment.
- (b) The selected candidates may be assigned jobs/ functions/ assignments related to their area as per the requirements of the Company including shift operation.
- (c) If the performance of the selected candidate is not found satisfactory during probation, the period of probation may be extended for three months at a time, up to two times by the appointing authority.
- (d) If the performance of the selected candidate on extended probation period is not found to be satisfactory, then his/her services will be terminated.
- (e) On successful completion of probation, selected candidate will be regularized in the scale of pay as mentioned at column no (C) of point no 2.

**10. Written Test Venue & Issuance of Admit Card: -**

- (a) The likely date of written test and venue will be communicated through company's website. Candidates are advised to visit company's website [www.hindustancopper.com](http://www.hindustancopper.com) from time to time for any changes/ updates.
- (b) Admit card for appearing in Written Test will be made available for shortlisted candidates for downloading through their registered account on HCL website.

**11. Action against applicants found guilty of misconduct/use of unfair means: -**

Applicants are advised in their own interest that they should refrain from furnishing any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting the online application form. At the time of written examination/document verification/physical ability test/trade test or in subsequent selection procedure, if an applicant is (or has been) found guilty of using unfair means or impersonating or procuring impersonation by any person or misbehaving in the written examination/document verification/physical ability test/trade test or disclosing, publishing, reproducing, transmitting, storing or facilitating transmission and storage of contents of the test(s) or any information therein, in whole or in part thereof, in any form or by means, verbal or online, electronically or mechanically, for any purpose or resorting to any irregular or improper means in connection with his/her candidature or obtaining support for his/her candidature by unfair means, or carrying mobile phones or similar electronic devices of communication in the written test/physical ability test/trade test, such a candidate may, in addition to rendering himself/herself liable to criminal prosecution.



He would be also liable for: -

- (a) To be disqualified from the examination hall/document verification/physical ability test/trade test.
- (b) To be debarred either permanently or for a specified period from any examination conducted by HCL.
- (c) For termination of service, if he/she has already joined HCL.

**12. Medical Fitness: -**

The final placement of the candidate in the Company will be subject to the selected candidates being found medically fit by the Company's Medical Officer/Board for the post(s) for which they have been selected. Where there is no Company's Medical Officer, medical examination will be conducted by an approved Government Hospital/Medical Board. The decision of Medical Board constituted by the Company will be final and binding.

**13. Amendments/Modification/Corrigendum: -**

Any amendment / modification / corrigendum in respect of recruitment through this Advertisement shall only be communicated through the Company's website ([www.hindustancopper.com](http://www.hindustancopper.com)) and not through publication in newspaper. Hence, candidates are advised to keep themselves updated by visiting the website from time-to-time for updates, etc.

**14. General Instructions: -**

- 14.1 Only Indian Nationals of 18 (Eighteen) years of age and above are eligible to apply.
- 14.2 The candidates are advised to **submit the Online Recruitment Applications** well in advance without waiting for the closing date. No manual / paper application will be entertained.
- 14.3 Candidates working in Government, Semi-Government Organization/Public Sector Undertakings and Autonomous Bodies should furnish "NO OBJECTION CERTIFICATE" at the time of verification of documents for 2<sup>nd</sup> level test (Physical Ability Test & Writing Ability Test /Trade Test & Writing Ability Test/Trade Test). However, in the event of difficulty in forwarding the application through proper channel/getting NOC from their parent organization, they may submit an undertaking at the time of verification of documents that they will produce proper relieving order from their organization, in case selected; otherwise they will not be allowed to join.
- 14.4 The internal candidates are eligible to apply as per rules of the company.
- 14.5 The date of birth as well as the name of the applicant will invariably be taken from Matriculation/10th class certificate issued by the recognized Board and no other proof of date of birth and name shall be accepted.

- 14.6 In case of variation in name / surname / name spelling mentioned in the application with that in the respective certificates pertaining to Qualification / Caste, etc., the applicant shall be required to submit an affidavit sworn-in before a First-Class Judicial Magistrate / appropriate authority to this effect along with the respective documents at the time of verification of documents for 2<sup>nd</sup> level test (Physical Ability Test & Writing Ability Test/Trade Test & Writing Ability Test/Trade Test) failing which the candidature shall be cancelled.
- 14.7 Travelling Allowance will not be paid to any candidate appearing for written test/ document verification/physical ability test & writing ability test/trade test & writing ability test/trade test.
- 14.8 The prescribed educational qualifications are mandatory and in absence of the same any higher qualification even if possessed by the candidate, does not make any candidate eligible to be called for Written Test / 2nd Level Test.
- 14.9 HCL Management reserves the right to alter/ fix the criteria for calling the candidates for written test on the basis of qualification, experience, if any etc. depending upon the number of applications received. After screening the applications, the candidates will be called for written test.
- 14.10 During recruitment process, if any information provided by the candidate is found incorrect/incomplete or it is not conformity with eligibility criteria as specified in the notification for the above post or if it is found that candidate has concealed / distorted any material information his/her candidature will be cancelled at any stage during the recruitment process or even after selection.
- 14.11 Short listing of the candidates for the posts mentioned at point no. 2 will be done on the basis of information provided by the candidate on online application. HCL will not be responsible for veracity of the information provided by the candidate as no physical documents are called at the time of submission of application. Hence the candidate will be held responsible in case of false information provided.
- 14.12 Candidates must ensure that accurate information is provided through online application. Any deviation found in online application during document verification process before 2<sup>nd</sup> level test (Physical Ability Test & Writing Ability Test/Trade Test & Writing Ability Test/Trade Test) will result in rejection of the candidature for the applied post.
- 14.13 In case of any typographical errors, omissions, corrigendum, clarifications etc., to the notification shall be issued as stated at point no 13.
- 14.14 Candidates are advised not to attempt for registration more than once for same post while filling online application at HCL career section. In case of multiple registrations, the one with latest application sequence number will be considered as final application for recruitment process and other applications will be rejected.
- 14.15 No request for change of examination venue will be entertained.

- 14.16 Mere fulfilling of the minimum criteria will not vest any right in candidates for being called for different stages of recruitment process. Depending upon response and requirement, the management reserves the right to raise / relax / cancel / modify / alter the entire recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason whatsoever. Decision of management to call the candidates for selection shall be final. No interim correspondence will be entertained.
- 14.17 The selected candidates will be posted in Khetri Copper Complex, Rajasthan State. However, the Management reserves the right to post / transfer the selected candidates to any of the other Mines/Offices of KCC as per requirements at any stage during service of the candidate and they may be assigned job/functions/assignments as per the business requirement of the Company.
- 14.18 **Before applying Online, all the candidates must fulfill the essential requirements of the posts and other conditions stipulated in the advertisement. They are advised to satisfy themselves before applying. No enquiry asking for advice as to eligibility will be entertained. While applying for above posts, the applicant should ensure that he/she fulfills all the eligibility and other criteria mentioned above as on the cutoff date and that the particulars furnished are correct in all respects.**
- 14.19 Wherein in any recruitment year any vacancy earmarked for EWS category cannot be filled up due to non-availability of a suitable candidate belonging to EWS, such vacancies for that particular recruitment year shall not be carried forward to the next recruitment year as backlog and the vacancy will be filled by other than EWS candidate.
- 14.20 If the SC/ ST/OBC (NCL) certificate has been issued in a language other than English/Hindi, the candidates will be required to submit a self-certified translated copy of the same either in English or Hindi.
- 14.21 Information regarding Written Test will be provided in the Admit Card/Call Letter which will be obtained at Careers Page of HCL Website and candidates will be intimated for the same through email/SMS. No other communication will be sent to the candidates for Written Test/2nd Level Test.
- 14.22 The candidates applying for the recruitment should ensure that they fulfill all eligibility conditions for the post against which they apply. Their admission at all the stages of selection process will be purely provisional subject to satisfying the prescribed eligibility condition. Mere applying through online mode and issue of unique ID for online application/ call letter /admit card to the candidate will not imply that his / her candidature has been finally cleared by HCL. HCL takes up verification of eligibility conditions with reference to original documents of the shortlisted candidates at the time of Second Level Test.
- 14.23 **The email id and mobile number entered in the online application form should remain active till the process of recruitment is complete. No change in the email id will be allowed once entered. All future correspondence would be sent via email.**

- 14.24 HCL shall not be liable for any delay or loss in postal transit for any reason whatsoever or non-receipt of HCL's communication due to wrong email address provided by the applicant / any other reason
- 14.25 In case of any doubt or discrepancy or conflict or confusion or ambiguity that may arise in Hindi version the content of English version shall prevail.
- 14.26 No interim correspondence will be entertained on any account during recruitment process.
- 14.27 **Canvassing in any form will be treated as disqualification.**
- 14.28 Candidates should retain their printed copy of application form as they can be asked to produce it for future reference.
- 14.29 Court of Jurisdiction for any dispute will be at Khetri District Jhunjhunu Rajasthan only.
- 14.30 HCL reserves the right to fill or not fill or partly fill any of the above positions without assigning any reason whatsoever. HCL also reserves the right to cancel / restrict / modify / alter the recruitment process, if required, without issuing any further notice or assigning any reason whatsoever. The Company reserves the right to shortlist candidates depending upon the number of vacancies and application received, etc., and also to decide the modalities for recruitment
- 14.31 The candidates will have the option to opt out of the disclosure scheme provided under Right to Information Act, 2005. The option of opting out shall be taken at the time of filling of the application
- 14.32 **Recruitment process in HCL is purely based on merit. Candidates are advised NOT to get trapped by fraudulent messages /persons, who claim to facilitate selection in HCL in lieu of monetary benefits/bribe.**
- 14.33 The following activities will be displayed in HCL website from time to time:
- (a) Eligible candidates for Written Test.
  - (b) Individual Marks of the candidates appeared in the Written Test.
  - (c) Candidates eligible for 2nd Level Test.
  - (d) List of candidates qualified / disqualified in the 2nd Level Test along with marks.
  - (e) List of provisionally selected candidates
- 14.34 HCL is an Equal Opportunity Employer and encourages workplace diversity.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX