



भारतीय पटसन निगम लिमिटेड

(भारत सरकार का उपक्रम)

The Jute Corporation of India Limited

(A Government of India Enterprise)

पंजीकृत और प्रधान कार्यालय: पटसन भवन, तीसरी और चौथी मंजिल, एक्शन एरिया I ,

न्यू टाउन, पश्चिम बंगाल - 700156

Head Office: Patsan Bhavan, 3rd & 4th Floor, Action Area I ,
New Town, West Bengal - 700156

सी.आई.एन./ C.I.N.: U17232WB1971GOI027958



5. SELECTION CRITERIA AND PROCESS

5.1) The selection process for the post of Accountant shall consist of CBT (Computer Based Test) followed by Document Verification, for shortlisted candidates.

Sl. No.	Name of Post	Stage 1	Stage 2	Stage 3
1	Accountant	CBT	Document Verification	Final Merit List

5.1.1) Qualifying parameter:

Qualifying Parameter (Marks) for CBT	
General (UR)/OBC/EWS/ESM	SC/ST/ PwBD *
50%	45%

* Where the post is reserved for respective category

5.1.2) Candidates shall be called for Document Verification in the ratio of 1:5 in order of merit (for one vacancy, a maximum of five candidates will be called). In case of tie in marks of the



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candidates in CBT, all such candidates will be called for document verification irrespective of the ratio.

The candidates will be subject to document verification of antecedents, documents, and declarations. During document verification, the Corporation shall consider and take into account, only those very documents in original, which were uploaded while applying for the post by the candidate. Under no circumstances, any additional or fresh or revised documents will be considered, and his candidature is liable to be rejected in such a case.

NOTE: In case uploaded documents do not match with the terms & conditions of the employment notification, candidates shall not be called for the Document Verification, even if he/she qualifies the CBT and his candidature will be rejected.

5.1.3) The final result shall be based on the CBT marks and clearance in the document verification process.

NOTE: Management reserves the right to change the ratio based on the number of qualified candidates

5.2) The selection process for the post of Junior Assistant shall consist of CBT (Computer Based Test), Typing Test followed by Document Verification, for shortlisted candidates.

Sl. No.	Name of Post	Stage 1		Stage 2	Stage 3
2	Junior Assistant	CBT	Typing Test	Document Verification	Final Merit List

5.2.1) Qualifying parameter:

Qualifying Parameter (Marks) for CBT	
General (UR)/OBC /EWS/ESM	SC/ST/PwBD *
50%	45%

* Where the post is reserved for respective category

5.2.2) Typing Test shall be qualifying in nature (as mentioned below table no. 5.2.3).

5.2.3) Typing Test performance- 40 wpm (35 wpm for PwBD-(OH-OA)) in English.

5.2.4) Based on CBT marks and performance in the Typing Test, the Candidates shall be called for Document Verification in the ratio of 1:5 in the order of merit (against one vacancy, a maximum of five candidates will be called). In case of tie in marks of the candidates in CBT, all such candidates will be called for Document verification irrespective of the ratio.

टेलीफोन / Telephone: 91 33 2252 6720 / 7109 / 7107

फैक्स / Fax: 91 33 2252 1771 | ई-मेल / E-mail: jci@jcimail.in | वेबसाइट / Website: www.jutecorp.in



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The candidates shall be subject to document verification of antecedents, documents, and declarations. During document verification, the Corporation shall consider and take into account, only those very documents in original, which were uploaded while applying for the post by the candidate. Under no circumstances, any additional or fresh or revised documents will be considered, and his candidature will be rejected in such a case.

5.2.5) The final result shall be based on the merit list, which comprises the CBT marks, qualifying the Typing Test and clearance in the document verification.

NOTE: Management reserves the right to change the ratio based on the number of qualified candidates.

5.3) The selection process for the post of Junior Inspector (JI) shall consist of CBT (Computer Based Test), Document Verification followed by Trade Test.

Sl. No.	Name of Post	Stage 1	Stage 2	Stage 3	Stage 4
3	Junior Inspector	CBT	Document Verification	Trade Test	Final Merit List

5.3.1) Qualifying Parameter:

Qualifying Parameter (Marks) for CBT	
General (UR)/OBC/EWS	SC/ST*
50%	45%

* Where the post is reserved for respective category

5.3.2) Based on CBT marks, the candidates shall be called for Document Verification and subsequent Trade Test (preferably on the same day) in the ratio of 1:5 in order of merit (for one vacancy, a maximum of five candidates will be called). In case of tie in marks of the candidates in CBT, all such candidates will be called for Document verification irrespective of the ratio.

The candidate will be subject to document verification of antecedents and declarations. During document verification, the Corporation shall consider and take into account, only those very documents in original, which were uploaded while applying for the post by the candidate. Under no circumstances, any additional or fresh or revised documents will be considered, and his candidature is liable to be rejected, in such a case.



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5.3.)

Qualifying Parameter in Trade Test	
General (UR)/OBC/EWS	SC/ST*
60%	55%

* Where the post is reserved for respective category

Trade Test Performance- At least 60% (55% for SC/ST).

5.3.5) The final result will be based on the merit list, which shall comprise of the total marks secured in CBT along with the marks obtained in the Trade Test and clearance in the document verification.

NOTE:

i) The Management reserves the right to change the ratio based on the number of qualified candidates.