

Ref. No. JCI/HO/Pers/CBT/DV/2025-26/01

Date: 11.07.2025

**PROVISIONALLY SHORTLISTED CANDIDATES FOR DOCUMENT VERIFICATION FOR
THE POST OF ACCOUNTANT****(Employment Notification No. 02/2024)**

Based on the performance in the Computer Based Test (CBT) held on 25.05.2025 for the post of Accountant, **following candidates have been provisionally shortlisted for the document verification.** Provisionally shortlisted candidates are advised to report to The Jute Corporation of India Limited, Patsan Bhavan, Block-CF, Action Area – 1, New Town, Kolkata – 700156.

Sl. No.	Registration Number	Reporting Date	Reporting Time
1	JCIAC4000027	29.07.2025	10:30 AM
2	JCIAC4000034	29.07.2025	10:30 AM
3	JCIAC4000055	29.07.2025	10:30 AM
4	JCIAC4000091	29.07.2025	10:30 AM
5	JCIAC4000308	29.07.2025	10:30 AM
6	JCIAC4000314	29.07.2025	10:30 AM
7	JCIAC4000316	29.07.2025	10:30 AM
8	JCIAC4000391	29.07.2025	10:30 AM
9	JCIAC4000439	29.07.2025	10:30 AM
10	JCIAC4000451	29.07.2025	10:30 AM
11	JCIAC4000491	29.07.2025	10:30 AM
12	JCIAC4000527	29.07.2025	10:30 AM
13	JCIAC4000532	29.07.2025	10:30 AM
14	JCIAC4000537	29.07.2025	10:30 AM
15	JCIAC4000573	29.07.2025	10:30 AM
16	JCIAC4000600	29.07.2025	10:30 AM
17	JCIAC4000647	29.07.2025	10:30 AM
18	JCIAC4000675	29.07.2025	10:30 AM
19	JCIAC4000762	29.07.2025	10:30 AM
20	JCIAC4000765	29.07.2025	10:30 AM
21	JCIAC4000776	29.07.2025	10:30 AM
22	JCIAC4000843	29.07.2025	10:30 AM
23	JCIAC4000965	29.07.2025	10:30 AM
24	JCIAC4000997	29.07.2025	10:30 AM
25	JCIAC4001011	29.07.2025	10:30 AM
26	JCIAC4001037	29.07.2025	10:30 AM



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, Block- CF, Action Area I ,

New Town, West Bengal - 700156

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27	JCIAC4001088	29.07.2025	10:30 AM
28	JCIAC4001125	29.07.2025	10:30 AM
29	JCIAC4001191	29.07.2025	10:30 AM
30	JCIAC4001192	29.07.2025	10:30 AM
31	JCIAC4001210	29.07.2025	10:30 AM
32	JCIAC4001214	29.07.2025	10:30 AM
33	JCIAC4001218	29.07.2025	10:30 AM
34	JCIAC4001250	29.07.2025	10:30 AM
35	JCIAC4001255	29.07.2025	10:30 AM
36	JCIAC4001273	29.07.2025	10:30 AM
37	JCIAC4001317	29.07.2025	10:30 AM
38	JCIAC4001332	29.07.2025	10:30 AM
39	JCIAC4001407	29.07.2025	10:30 AM
40	JCIAC4001493	29.07.2025	10:30 AM
41	JCIAC4001501	29.07.2025	10:30 AM
42	JCIAC4001528	29.07.2025	10:30 AM
43	JCIAC4001535	29.07.2025	10:30 AM
44	JCIAC4001548	29.07.2025	10:30 AM
45	JCIAC4001555	29.07.2025	10:30 AM
46	JCIAC4001571	30.07.2025	10:30 AM
47	JCIAC4001584	30.07.2025	10:30 AM
48	JCIAC4001616	30.07.2025	10:30 AM
49	JCIAC4001627	30.07.2025	10:30 AM
50	JCIAC4001638	30.07.2025	10:30 AM
51	JCIAC4001641	30.07.2025	10:30 AM
52	JCIAC4001676	30.07.2025	10:30 AM
53	JCIAC4001678	30.07.2025	10:30 AM
54	JCIAC4001683	30.07.2025	10:30 AM
55	JCIAC4001699	30.07.2025	10:30 AM
56	JCIAC4001704	30.07.2025	10:30 AM
57	JCIAC4001741	30.07.2025	10:30 AM
58	JCIAC4001744	30.07.2025	10:30 AM
59	JCIAC4001751	30.07.2025	10:30 AM
60	JCIAC4001759	30.07.2025	10:30 AM
61	JCIAC4001760	30.07.2025	10:30 AM
62	JCIAC4001768	30.07.2025	10:30 AM
63	JCIAC4001823	30.07.2025	10:30 AM
64	JCIAC4001914	30.07.2025	10:30 AM
65	JCIAC4001961	30.07.2025	10:30 AM
66	JCIAC4002015	30.07.2025	10:30 AM
67	JCIAC4002016	30.07.2025	10:30 AM

68	JCIAC4002020	30.07.2025	10:30 AM
69	JCIAC4002033	30.07.2025	10:30 AM
70	JCIAC4002088	30.07.2025	10:30 AM
71	JCIAC4002128	30.07.2025	10:30 AM
72	JCIAC4002165	30.07.2025	10:30 AM
73	JCIAC4002167	30.07.2025	10:30 AM
74	JCIAC4002172	30.07.2025	10:30 AM
75	JCIAC4002176	30.07.2025	10:30 AM
76	JCIAC4002230	30.07.2025	10:30 AM
77	JCIAC4002237	30.07.2025	10:30 AM
78	JCIAC4002242	30.07.2025	10:30 AM
79	JCIAC4002243	30.07.2025	10:30 AM
80	JCIAC4002245	30.07.2025	10:30 AM
81	JCIAC4002275	30.07.2025	10:30 AM
82	JCIAC4002354	30.07.2025	10:30 AM
83	JCIAC4002365	30.07.2025	10:30 AM
84	JCIAC4002382	30.07.2025	10:30 AM
85	JCIAC4002421	30.07.2025	10:30 AM
86	JCIAC4002442	30.07.2025	10:30 AM
87	JCIAC4002461	30.07.2025	10:30 AM
88	JCIAC4002477	30.07.2025	10:30 AM
89	JCIAC4002480	30.07.2025	10:30 AM

General Instructions to the candidates appearing for the document verification.

- 1) Candidates are called for document verification in the ratio of 1:5 in order of merit (i.e., for one vacancy, a maximum of five candidates are called). In case of a tie in CBT marks, all such candidates will be called for document verification, irrespective of the ratio, as per clause No. 5.1.2 of Employment Notification No. 02/2024.
- 2) The final result will be based on the CBT marks and successful clearance of the document verification process, as per Clause No. 5.1.3 & 9 of Employment Notification No. 02/2024.
- 3) Candidature shall be fully governed as per the terms and conditions mentioned in the Employment Notification No. 02/2024.
- 4) You are being called for the **aforesaid Document Verification on provisional basis** based on the information furnished by you in your online application. However, if it is found that you have furnished false, fabricated or have concealed any information at the time of verification of certificates/documents or subsequently, at any point of time or at any stage if it is found that you are not meeting eligibility criteria as per Employment Notification No. 02/2024, your candidature will be rejected and terminated accordingly at any stage.



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- 5) It may be noted that the date, time, and venue of document verification will be final. No request for any change in this regard will be entertained, and the Corporation shall not be liable to provide any response on this matter.
- 6) The candidates should also note that if they fail to appear on the scheduled date and time, their candidature will not be considered for further stages of the examination process under any circumstances, whatsoever and no further opportunity will be accorded to appear in document verification.
- 7) Appended below are the list of documents, which you need to carry in "Original "mandatorily along with one set of self – attested Photostat copies on the day of Document Verification:
 - 7.1) Copy of the online application form.
 - 7.2) All academics certificates/testimonials along with semester wise mark sheets.
 - 7.3) Certificates in support of your Work Experience
 - a) Current Employment Proof: Appointment Letter with joining date and latest Pay slip. In case of non – availability of these said documents, experience certificate from the employer mentioning the period of service, designation, basic pay and consolidated pay should be produced.
 - b) Past Employment Proof: Appointment Letter with joining date and Relieving Letter. In case of non- availability of these said documents, experience certificate from the employer mentioning the period of service, designation, basic pay and consolidated pay should be produced.
 - 7.4) Certificates in support of your age and date of birth.
 - 7.5) Certificates in support of Schedules Caste/Scheduled Tribe/OBC (Non-Creamy)/EWS/PwBD/Ex- Serviceman (if applicable). Candidates are advised to refer the point no. 4(a) to 4(g) of the JCI's Employment Notification No. 02/2024 for the certificate formats and other terms & conditions)
 - 7.6) Candidates presently working in Govt. / PSUs / Autonomous bodies (including Nationalized Banks and Financial Institutions) must furnish a hard copy of the No Objection Certificate (NOC) issued by their current employer. The date of issuing the NOC must be on or after the date of releasing this notification. Under no circumstances will such a candidate be allowed to appear in the document verification process without the NOC. This clause is applicable only for candidates presently working in Central or State Govt. / PSUs / Autonomous (including Nationalized Banks and Financial Institutions) bodies in permanent/regular role.
 - 7.7) Photo id & address proof (Pan card, Aadhar Card, Election card etc.)
 - 7.8) 2 copies of recent coloured passport size photographs.
- 8) 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.



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Under no circumstances, any additional or fresh or revised documents will be considered, and his/her candidature is liable to be rejected in such a case. In case uploaded documents do not match with the terms & conditions of the employment notification, candidates shall be disqualified from the Document Verification process, even though, if he/she has qualified the CBT and accordingly, his/her candidature shall be rejected.

9) Document Verification is provisional & subject to meeting all the requirements as laid down in employment notification no.02/2024. You are therefore requested to go through the advertisement No. 02/2024. During the document verification process, if it is found that, you do NOT possess required Qualifications/Experience/Documentary proof supporting your claim on candidature, your candidature shall be liable to be rejected. Other terms and conditions are implied as specified in JCI's Employment Notification No. 02/2024.

10) In absence of the mandatory documents and/or during documents verification process, if it comes to the notice that you do not possess the required qualification/experience your candidature shall be rejected.

11) The Document Verification will be held on 29.07.2025 & 30.07.2025 as per the list given above in this document and may get extended subsequent day/days. Thus, if required, candidates have to make their own arrangements for boarding, lodging etc. for a day or more at his/her expense.

12) If any candidate is found guilty of any act of misconduct during the process, he/she will be disqualified.

13) You should ensure your eligibility for the said post before attending document verification process. In case during verification of documents, it is found that you are not eligible, you will not be allowed for the further process, and your candidature will be cancelled.

14) Mere issue of Admit Cards/Emails for the CBT or call for document verification does not confer any right of acceptance of candidature and should not be construed as an acknowledgment of fulfilling the eligibility criteria for the post. It does not give an indefeasible right to an individual for employment in JCI. (Refer Clause no. n of point no. 10 of the Employment Notification No. 02/2024)

15) Outstation candidates will be reimbursed AC-III Tier rail fare (to and fro) by the shortest route, subject to submission of a valid ticket as proof of journey for attending the document verification process.

16) Payment of Travel Allowance (TA) shall be made through RTGS/ECS mode after completion of the selection process. Candidates are advised to bring necessary bank details, such as copy of the first page of the bank passbook (showing account details)/cancelled cheque and hard copy of the ticket.



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17) In the case of air travel, only the equivalent AC-III Tier train fare by the shortest route shall be reimbursed. Candidates holding waitlisted train tickets are not eligible for TA reimbursement.

NOTE: JCI will not provide photocopies or printouts of any documents. Candidates are required to make their own arrangements to obtain the same.

HR Department
The Jute Corporation of India Limited, Kolkata