

**NOTICE**  
**DOCUMENTS TO BE SUBMITTED AFTER OMR BASED WRITTEN**  
**EXAMINATION FOR SELECTION FOR THE POST OF HSE OFFICER.**

**Only those candidates who have appeared** for the OMR Based Written Test held at Gandhinagar on dt. 18.09.2022 may submit their application and documents **within 03 days** through **RPAD ONLY** to MGVCL at the following address and with the **following subject:**

**APPLICATION AND DOCUMENTS FOR THE POST OF HSE OFFICER**

**THE DEPUTY GENERAL MANAGER (HR),**

MGVCL, Corporate Office,  
3<sup>rd</sup> Floor, HR Department,  
Sardar Patel Vidyut Bhavan,  
Race Course, Vadodara, Gujarat- 390 007

**The candidates shall submit an attested copy of the following documents:**

1. Online application form along with two recent passport size photographs affixed on the space provided on the application form.
2. Resume/ Curriculum Vitae.
3. School Leaving Certificate
4. Copy of all marksheets of B.E / B. Tech (HSE)/ Environment, Health and Safety Management / Environment Sciences.
5. Degree Certificate.
6. Caste Certificate.
7. Certificate specifying the percentage equivalent to grades (if applicable).
8. In case of PWD Candidates, Valid Certificate of Civil Surgeon required. (showing % of Disability).
9. Experience Certificates and Relieving Letters.
10. NOC from present employer.
11. Copy of system generated receipt in case of online payment of application fees.
12. In case of Ex. Armed force Personnel, necessary certificate should be attached.
13. In case of Dependent of Retired Employee, Relieving Order or Certificate issued to the employee should be attached.
14. Identification Proof (Voter ID/ Pan Card/AADHAR Card/Driving License etc).
15. In case of departmental candidates, copy of appointment order and employee ID card should be attached.
16. Residential Address Proof (Electricity Bill/Telephone Bill/Ration Card, etc).
17. Any Other Certificate/document applicable.

SD/-  
**General Manager (HR)**

**Date: 19.09.2022**