


<p><b>భారత ప్రభుత్వ టంకశాల</b>  <b>भारत सरकार टंकशाल</b>  <b>INDIA GOVERNMENT MINT</b>  (ఎస్ పి యం సి ఐ ఎల్ యుక్యూ యూనిట్/ भारत प्रतिभूति मुद्रण एवं  मुद्रा निर्माण निगम लिमिटेड की इकाई / A Unit of SPMCIL)  <b>(WHOLLY OWNED BY GOVERNMENT OF INDIA)</b></p>		<p>హెచ్.సి.ఎల్ పోస్ట్, చెర్లపల్లి, హైదరాబాద్-500 051  एच.सी.एल पोस्ट, चेरलापल्ली, हैदराबाद- 500051  HCL post, Cherlapally Hyderabad – 500 051  ఈమెయిల్/ई-मेल / e-Mail: igm.hyderabad@spmCIL.com.  వెబ్ సైట్/ वेबसाइट/ Website: https://igmhyderabad.spmCIL.com  ఫోన్ నెంబర్/ दूरवाणी/Telephone No: 040-27268300</p>
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F.No.I-240/Per./Rect./2023-24/

Dated. 06.10.2024

**NOTICE**

**Sub: Advertisement No.01/2023- Recruitment to the post of Secretarial Assistant at B-4 Level- Candidate Shortlisted for Document verification.**

The India Government Mint, Hyderabad had conducted an Online Written Examination (Phase-I) for **01** post of Secretarial Assistant at B-4 Level on 13.12.2023. Result of the Phase-I selection process has been declared on 03.02.2024 declaring **12** candidates provisionally qualified for appearing in the Skill Test On Computer (Phase-II) based on the performance of the individual candidates and their obtaining the minimum qualifying marks prescribed by this Mint

2. Phase-II of the Selection process containing a Skill Test (Stenography & Typing test) on Computer has been held on 01.10.2024. A total of **05** candidates have actually appeared in the Skill test on computer (Phase-II). As per Para 7(ii)(b) of the Advertisement, **“Those candidates who qualify the online examination as per the above standards fixed by IGMH will be called for a Skill test to be conducted at Hyderabad Test Centre. The candidates must qualify Trade Test/Skill Test.”**

3. A total of **04** candidates have actually qualified in the Phase-II of the Selection process containing a Stenography & Typing test on computer as per the above standards notified in the Advertisement. As per the Para 8(a) of the advertisement, **“The Skill test will be of qualifying nature and final selection will be based on the marks obtained by the candidates in Phase-I online examination.”**

4. Now, based on the performance of the individual candidates in the Phase-I of the Selection Process i.e. online examination and their qualifying the Phase-II of the Selection Process, the following candidate has been **Provisionally Shortlisted** for appearing in the Document Verification based on his merit in Phase-I Online examination, individual categories & vacancy position.

S.No	Roll No.	Name	Category	Shortlisted Against Category	Marks Secured in Phase-I Online Exam
01.	1310000349	MULE VAMSI KRISHNA REDDY	EWS	UR/GEN	76

5. The above said list is purely provisional and subject to the candidate fulfilling all the eligibility conditions prescribed for the post of Secretarial Assistant at B-4 Level in the Advertisement No.01/2023 and also subject to thorough verification of their identity with reference to their photographs, signatures, handwritings, etc., on the application forms, admission certificates, etc. **If, on verification, it is found that the candidate does not fulfil any of the eligibility conditions, he/she will not be considered for final result.** The candidature of these candidates is **PROVISIONAL** subject to their being found eligible in all respects.

6. The Candidate who has been provisionally shortlisted for document verification shall attend for document verification on **16.10.2024** at the address mentioned below. The candidate may confirm the date of their arrival for document verification on the [email id:hr.igmh@spmcil.com](mailto:hr.igmh@spmcil.com) from their own email id. Detailed instructions shall be shared with the individual candidate on his email id. Candidate has to attend the Unit with all the requisite documents as mentioned in the e-mail/call letter between the above dates after which no claim shall be entertained from the candidates.

Address: **ADMINISTRATIVE BUILDING, INDIA GOVERNMENT MINT, IDA.Phase-II, Cherlapally, Hyderabad -500 051.**

7. The Call letter of the qualified candidate for appearing in Document Verification is being sent by E-Mail Only. If the candidate does not receive the call letter by e-mail he may contact IGM, Hyderabad immediately on the email id: **hr.igmh@spmcil.com**. No request for change in the postponement of document verification will be entertained under any circumstances.

8. It is hereby informed that any canvassing by or on behalf of the candidates or to bring political or other outside influence with regard to their selection/recruitment shall be considered as disqualification and will entail debarment of candidate.

9. No correspondence/RTI Requests in regard to the marks of the Qualified/Non-Qualified candidates pertaining to the online examination (Phase-I) shall be entertained from the candidates until the entire examination process is completed.

10. Although utmost care has been taken while preparation of this result, the possibility of errors creeping into preparation of the result may not be ruled out. In such circumstances, IGMH reserves the right to rectify inadvertent errors, if any.

(G. Krishna Mohan)  
Joint General Manager (HR) &  
Head of Office.

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06<sup>th</sup> October 2024