

# MAHATMA GANDHI CENTRAL UNIVERSITY, BIHAR

[Established under Central Universities (Amendment) Act, 2014]

PO Box No. 1, Motihari, District – East Champaran, Bihar – 845 401

E-mail ID: recruitment.mgcub@gmail.com and vc.mgcub@gmail.com

## DATE, TIME AND VENUE

### OF WRITTEN EXAMINATION / INTERVIEW

### FOR THE VARIOUS NON-TEACHING POSITIONS

(Ref.: Employment Notice No. 001/2016 dated 22<sup>nd</sup> March, 2016)

**Dated: 20<sup>th</sup> April, 2016**

**SUPERSEDING ALL THE EARLIER NOTIFICATION / ADDENDUM ISSUED BY THE UNIVERSITY, THE GENERAL INSTRUCTIONS FOR CANDIDATES WILL BE AS MENTIONED BELOW FOR THE EXAMINATIONS NOTIFIED HENCEFORTH.**

1. The University vide its *Employment Notice No.: 001/2016 dated 22<sup>nd</sup> March, 2016* has advertised various Non-Teaching Positions to be filled on Deputation / Short-Term Contract Basis.
2. Keeping in view the instructions / rules of Government of India / MHRD / UGC and applications received in response to aforesaid advertisement, the University has decided that the selection to the various Non-Teaching Positions as advertised vide aforesaid Employment Notice will be done through following mode:

Sl. No.	Name of the Post	Mode of Selection	Date and Time of Interview / Written Examination / Skill Test
1.	OSD (Administration)	Interview only	30 <sup>th</sup> April, 2016 [10:30 AM onwards Pre-Lunch]
2.	OSD (Finance)		30 <sup>th</sup> April, 2016 [10:30 AM onwards Pre-Lunch]
3.	Deputy Registrar		30 <sup>th</sup> April, 2016 [11:00 AM onwards Pre-Lunch]
4.	Assistant Registrar	Written Test followed by	Written Test: 30 <sup>th</sup> April, 2016 [09:00 AM to 10:30 AM] Interview: 30 <sup>th</sup> April, 2016 [Post-Lunch : 01:30 PM onwards]
5.	System Analyst	Interview on the same day	Written Test: 30 <sup>th</sup> April, 2016 [09:00 AM to 10:30 AM] Interview: 30 <sup>th</sup> April, 2016 [Post-Lunch : 02:00 PM onwards]

Sl. No.	Name of the Post	Mode of Selection	Date and Time of Interview / Written Examination / Skill Test
6.	Lower Division Clerk (LDC)	Written Test followed by Skill Test	Written Test: 30 <sup>th</sup> April, 2016 [09:00 AM to 10:30 AM] Skill Test: 30 <sup>th</sup> April, 2016 [04:00 PM onwards]
7.	Private Secretary (PS)		Written Test: 30 <sup>th</sup> April, 2016 [09:00 AM to 10:30 AM] Skill Test: 30 <sup>th</sup> April, 2016 [04:00 PM onwards]
8.	Section Officer (SO)	Written Test only	30 <sup>th</sup> April, 2016 [11:30 AM to 01:00 PM]
9.	Assistant		30 <sup>th</sup> April, 2016 [02:00 PM to 03:30 PM]
10.	Upper Division Clerk (UDC)		30 <sup>th</sup> April, 2016 [04:30 PM to 06.00 PM]

3. The Address of the Venue of the Interview / Written Test / Skill Test for the aforesaid Non-Teaching Positions is given below:

**Chanakya National Law University,**  
Nyaya Nagar, Mithapur,  
District – Patna,  
**Bihar - 800 001**

4. The skill tests for the post of Private Secretary (*i.e., English Typing Speed and English Stenography Speed*) and Lower Division Clerk (*i.e., English Typing Speed*) is **compulsory**. However, these tests will only be of qualifying nature. **Assessment will not (NOT) be done on the basis of marks of such tests.**
5. For the post of Assistant Registrar and System Analyst the top 5 (five) candidate's who have secured maximum marks in Written Examination will be interviewed before the Selection Committee.
6. Final Selection for the post of Section Officer / Private Secretary / Assistant / Upper Division Clerk / Lower Division Clerk will be on the basis of candidate's performance in the Written Examination and for the rest of positions it will be on the basis of candidate's performance in Interview.
7. For the post of Private Secretary and Lower Division Clerk, the candidates who have secured maximum marks in Written Examination will be called for Skill Test. If the selected candidate is not able to qualify the skill test then the next candidate in order of merit will be called for skill test.
8. The complete list of all applicants giving their general information and decision of the University regarding whether the applicant is to be called for Interview / Written Examination

or NOT along with the reasons thereof, for each post is given below (*applicants by clicking on the post can see the list of applicants applied for the concerned post*):

- i. **OSD (Administration): Page No. 17**
- ii. **OSD (Finance): Page No. 17**
- iii. **Deputy Registrar: Page No. 18**
- iv. **Assistant Registrar: Page No. 19 to 20**
- v. **System Analyst: Page No. 21 to 22**
- vi. **Private Secretary: Page No. 22**
- vii. **Section Officer: Page No. 23**
- viii. **Assistant: Page No. 24 to 25**
- ix. **Upper Division Clerk: Page No. 26 to 27**
- x. **Lower Division Clerk: Page No. 28 to 31**

**NOTE:** Candidate who has applied for any aforesaid non-teaching post and his name does not appear in the list may bring the same to the notice of the University by writing an E-mail to [recruitment.mgcub@gmail.com](mailto:recruitment.mgcub@gmail.com) along with full proof such as payment of requisite fee and copy of duly filled ONLINE Application Form etc. latest by **25<sup>th</sup> APRIL, 2016 POSITIVELY**.

**IMPORTANT NOTE:**

**The candidates who have been called for Interview / Written Examination are advised to report to the venue of the Interview / Written Examination well in time along with the following documents failing which they shall not be permitted to appear for Interview / Written Examination (NO SEPARATE ADMIT CARD / LETTER WILL BE ISSUED TO CANDIDATES):**

- a. **Copy of duly filled ONLINE Application Form along with copy of Bank Challan (*if requisite fee paid through OFFLINE mode*).**
- b. **Original Degrees / Certificates / Testimonials along with one set of Xerox copy of self-certified Degrees / Certificates / Testimonials.**
- c. **One latest photo bearing identification proof such as Driving Licence, Voter Card, Aadhaar Card, Identity Card issued by University/College, Income Tax Pan Card in original.**

**9. It may be noted that:**

- a. All applicants who have submitted application through ONLINE and deposited requisite fee, have been called for Interview / Written Examination.
- b. Applicants shall have to substantiate their claim through documentary proof **at the time of the Interview / Written Examination / Skill Test / Joining.**
- c. Applicants must ensure that their details are correct and that they meet the minimum eligibility requirements, failing which they shall not be allowed to appear for Interview before the Selection Committee.
- d. The eligibility of the applicants has been determined as on the **last date of receipt of applications** as per the Advertisement for the posts.

**10.** Although all efforts have been made to ensure accuracy in preparing the list mentioned at Para 8 on pre-page, possibility of inadvertent error or typographical mistake / omission cannot be ruled out. The University will incorporate the genuine and justified requests, if any, on receipt from applicants. Therefore, the applicants are advised to go through their details carefully and in case of any discrepancy, the applicants are advised to bring the same to the notice of the University for necessary correction(s) clearly mentioning the Serial No., Name of Post, and Application ID at which their names figures in the list by writing an E-mail to [recruitment.mgcub@gmail.com](mailto:recruitment.mgcub@gmail.com) latest by **25<sup>th</sup> APRIL, 2016 POSITIVELY.**

**11. Pattern of the Written Examination:**

**A. ASSISTANT REGISTRAR AND SYSTEM ANALYST:**

The written examination will consist of one objective type paper containing 100 questions carrying 100 marks, with the following composition:

Subject	Number of Questions	Maximum Marks	Minimum Marks to be scored for qualifying	Duration / Time Allowed
English	20	20	10	Ninety Minutes (Composite)
General Intelligence and Reasoning	15	15	NA	
General Knowledge and General Awareness	15	15	NA	
Maths	20	20	10	
Knowledge of Rules of Government of India & University Act	30	30	15	

All questions will be of Objective Multiple Choice Type. The questions in all the above components will be of Post-Graduation level.

**B. SECTION OFFICER (SO) AND PRIVATE SECRETARY (PS):**

The written examination will consist of one objective type paper containing 100 questions carrying 100 marks, with the following composition:

Subject	Number of Questions	Maximum Marks	Minimum Marks to be scored for qualifying	Duration / Time Allowed
English	20	20	10	Ninety Minutes (Composite)
General Intelligence and Reasoning	15	15	NA	
General Knowledge and General Awareness	15	15	NA	
Maths	20	20	10	
Knowledge of Rules of Government of India & University Act	30	30	15	

All questions will be of Objective Multiple Choice Type. The questions in all the above components will be of Graduation level.

**C. ASSISTANT:**

The written examination will consist of one objective type paper containing 100 questions carrying 100 marks, with the following composition:

Subject	Number of Questions	Maximum Marks	Minimum Marks to be scored for qualifying	Duration / Time Allowed
English	20	20	10	Ninety Minutes (Composite)
General Intelligence and Reasoning	15	15	NA	
General Knowledge and General Awareness	15	15	NA	
Maths	20	20	10	
Knowledge of Rules of Government of India & University Act	30	30	15	

All questions will be of Objective Multiple Choice Type. The questions in all the above components will be of Graduation level.

**D. UPPER DIVISION CLERK (UDC):**

The written examination will consist of one objective type paper containing 100 questions carrying 100 marks, with the following composition:

Subject	Number of Questions	Maximum Marks	Minimum Marks to be scored for qualifying	Duration / Time Allowed
English	20	20	10	Ninety Minutes (Composite)
General Intelligence and Reasoning	15	15	NA	
General Knowledge and General Awareness	15	15	NA	
Maths	20	20	10	
Knowledge of Rules of Government of India & University Act	30	30	15	

All questions will be of Objective Multiple Choice Type. The questions in all the above components will be of Graduation level.

**E. LOWER DIVISION CLERK (LDC):**

The written examination will consist of one objective type paper containing 100 questions carrying 100 marks, with the following composition:

Subject	Number of Questions	Maximum Marks	Minimum Marks to be scored for qualifying	Duration / Time Allowed
English	20	20	10	Ninety Minutes (Composite)
General Intelligence and Reasoning	15	15	NA	
General Knowledge and General Awareness	15	15	NA	
Maths	20	20	10	
Knowledge of Rules of Government of India & University Act	30	30	15	

All questions will be of Objective Multiple Choice Type. The questions in all the above components will be of 10+2 level.

## **12. Syllabus for the Written Examination:**

### **A. General Intelligence & Reasoning:**

Analytical aptitude and ability to observe and distinguish patterns will be tested through questions principally of non-verbal type. This component may include questions on analogies, similarities and differences, spatial visualization, spatial orientation, discrimination, observation, relationship concepts, arithmetical reasoning and figural classification, arithmetic number series, non-verbal series, coding and decoding, etc.

### **B. General Knowledge and General Awareness:**

Questions in this component will be aimed at testing the candidate's general awareness of the environment around him. Questions will also be designed to test knowledge of current events and of such matters of every day observations and experience in their scientific aspect as may be expected of any educated person. The test will also include questions relating to India and Bihar especially pertaining to sports, History, Culture, Geography, Economic Scene, General Polity, Indian Constitution and Scientific Research etc. These Questions will be such that they do not require a special study of any discipline.

### **C. Mathematics:**

This paper will include questions on problems relating to Number Systems, Computation of Whole Numbers, Decimals and Fractions and relationship between Numbers, Fundamental arithmetical operations, Percentages, Ratio and Proportion, Averages, Interest, Profit and Loss, Discount, Mensuration, Time and Distance, Ratio and Time, Time and Work, etc.

### **D. English:**

Candidates' ability to understand basic English, his/her basic comprehension would be tested.

### **E. Knowledge of Rules of Government of India & University Act:**

Questions in this component will be aimed at testing the candidate's knowledge and awareness of Rules of Government of India & University Act. The test will include questions relating to Personnel Administration including recruitment, training, promotion, pay scale and service matters; Reservation and Concessions for SC, ST, OBC, PH etc.; CCS (Leave Rules); Right to Information Act 2005; General Financial Rules; Fundamental and Supplementary Rules & University Act etc.

- 13. The Date, Time and Venue of Interview / Written Examination / Skill Test is subject to change, in which event the new Date, Time and Venue will be notified through University Website ([www.mgcub.ac.in](http://www.mgcub.ac.in)) only. Therefore, the candidates are advised to check the University Website regularly.**

**IMPORTANT INFORMATION TO THE CANDIDATES APPEARING IN  
WRITTEN TEST FOR RECRUITMENT TO VARIOUS NON-TEACHING POSITIONS**

*(Ref.: Employment Notice No. 001/2016 dated 22<sup>nd</sup> March, 2016)*

**A. INTRODUCTION:**

1. These instructions contain details pertaining to various aspects of the examination you are going to take and important instructions about the related matters. The assessment of Answer Sheets / OMR Sheets of 'Objective-Multiple Choice Type' will be done by a computerized machine. Hence, you should carefully read the instructions regarding handling of the answer sheet and the method of marking answers.
2. The University will reject at any stage, the candidature of any candidate who does not reach the eligibility criteria (cut-off) prescribed by the University in different papers at different stages of the examination.
3. Please note that since this is a competitive examination, you have to obtain a high rank in the order of merit to secure appointment. You should, therefore, put in your best efforts in the examination.

**B. GENERAL INSTRUCTIONS:**

**1. Timings:**

- i. Examinations will be conducted during the allocated times as mentioned above.
- ii. The examination hall will be open for admission **15 minutes** before the time scheduled for the commencement of the examination. You are to find your allocated seat but do **NOT** turn over the question paper until instructed at the time of commencement of the examination.
- iii. You will not be admitted for the examination after **10 minutes** of the commencement of the examination.

**2. Personal Belongings:**

All your personal belongings (such as cell phones, bags, pouches, ear / headphones, laptops etc.) must be placed at the designated area outside the examination hall. Please do not bring any valuable belongings except the essential materials required for the examinations.

- i. Any unauthorised materials, such as books, paper, documents, pictures and electronic devices with communication (cell phones) and / or storage capabilities such as tablet PC, laptop, smart watch, portable audio / video / gaming devices etc. are not to be brought into the examination hall.
- ii. **Mobiles are not to be brought into the examination hall.** If your Mobile is found then it will be confiscated and your candidature will be cancelled due to violation of norms given here.



- iii. Photography is **NOT** allowed in the examination hall at **ALL** times.
- iv. All materials and/or devices which are found in violation of any examination regulations will be confiscated.
- v. The University will not be responsible for the loss or damage of any belongings in or outside the examination hall.

### **3. At the Start of the Examination:**

- i. **DO NOT** turn over the question paper placed on your desk until instructed at the time of commencement of the examination.
- ii. Please place your identification documents (**one latest photo bearing identification proof such as Driving Licence, Voter Card, Aadhaar Card, Identity Card issued by University/College, Income Tax Pan Card in original**) at the top right corner of your examination desk for the marking of attendance and verification of identity during the examination.
- iii. Please check that you have the correct question paper and read the instructions printed on your examination question paper carefully.
- iv. Write your name on the OMR Sheet clearly in the space given. You should write only the required details in the space provided on the cover of OMR Sheet. Providing incorrect / illegible details could risk your OMR Sheet being considered void.

### **4. During Examination:**

- i. You are not allowed to communicate by word of mouth or otherwise with other candidates (this includes the time when answer scripts are being collected).
- ii. Please raise your hand if you wish to communicate with an invigilator.
- iii. Unless granted permission by an invigilator, you are not allowed to leave your seat.
- iv. **Once you have entered the examination hall, you will not be allowed to leave the hall till the end of the test.**
- v. The blank pages in the Question Booklet are to be used only for candidates' rough work. Solutions or any other materials written on these blank pages will not be marked.

### **5. At the End of the Examination:**

- i. You are **NOT** allowed to leave the examination hall during the collection of the duly filled ONLINE Application Forms / Question Booklets / OMR Sheets. All candidates must remain seated throughout this period for invigilators to properly account for all copy of duly filled ONLINE Application Forms / Question Booklets / OMR Sheets to be collected.
- ii. Do **NOT** continue to write after the examination has ended. You are to **remain seated quietly** while your answer scripts are being collected and counted.
- iii. No papers, used or unused, may be removed from the examination hall.
- iv. You are to stay in the examination hall until the Chief Invigilator has given the permission to leave. Do **NOT** talk until you are outside of the examination hall.
- v. You are responsible to ensure that the necessary documents i.e., copy of duly filled ONLINE Application Forms / Question Booklets / OMR Sheets are submitted at the end of the examination. If you are present for the examination and do not submit said

documents, you will be deemed to have appeared for the examination and failed the examination concerned.

- vi. Once dismissed, you should leave the examination hall quickly and quietly, and remember to take your personal belongings with you.
6. **Candidate must bring his / her copy of duly filled ONLINE Application Form for the concerned Test with recent coloured photo and one identity proof with photo like Driving License, Voter Card, Aadhar Card, Passport etc. at the Examination Centre failing which candidate will not be allowed to enter in the Examination Centre. He / She must occupy only his / her allotted seat as per his / her Application ID in the seating arrangement made for the concerned Test.**
7. Candidates have been **allowed to appear at the Written Test provisionally** and subject to fulfilment of advertised eligibility conditions on the cut-off date. The candidate should ensure that he/she possesses the requisite Qualification and age etc and fulfils all the eligibility conditions for the said post as per advertisement on the cut-off date. In case, at any stage, it is found that candidate does not fulfil the essential eligibility conditions, his/her candidature shall be immediately cancelled without assigning any reason or notice besides taking such other action as deemed appropriate by the University. No claim / compensation shall be admissible in this regard.
8. Candidate shall be allowed to enter the examination centre **before 15 minutes** of the commencement of the concerned written exam to enable frisking by Security Staff and to enable the Invigilator to check the Application Form and get the attendance marked and thumb impression in the attendance sheet and complete other formalities.
9. **No Candidate will be allowed** entry to the Test Hall **after 10 minutes** of the start of the Test.
10. **No Candidate shall be allowed** to leave the Test Hall **till the end** of the Test.
11. At the start of the examination and within first five minutes, candidates are advised to ensure that all pages of your test booklet are properly printed and test booklet is not damaged in any manner. Serial No. of OMR Sheet and test booklet match with each other. In case of any discrepancy the candidate should immediately report the matter to the invigilator for replacement of test booklet. No claim in this regard will be entertained after five minutes of start of examination.
12. There is no provision to provide or permit a 'writer' in the Test.
13. The Candidates shall be checked for any resource materials frequently and at random by the Invigilators and other staff conducting the Test, routinely and also on the slightest doubt.
14. Candidates are not permitted to use Mobile Phone, Calculators or any other electronic/electrical device. Candidates, therefore, **MUST NOT** bring Mobile Phone, Calculators or any other electronic / electrical device inside the Examination premises. Possession of these items, whether in use or not, will be considered as **"use of unfair means"** in the Examination and appropriate action will be taken by the University against such candidates.

15. Success in the examination confers no right for selection unless the University is satisfied after such verification, as may be considered necessary about the candidate, having regard to his / her conduct in service, that he / she is eligible and suitable in all respects for appointment to the post for which the examination is conducted.
16. The scanned photograph of the candidate on his / her duly filled ONLINE Application Form or attendance sheet will be tallied with the candidate appearing in the examination by the Invigilator. In the event of any discrepancy in the identification and verification of the candidate and photographs, the candidate shall not be allowed to appear in the examination and be liable for criminal prosecution.
17. **AFTER THE EXAMINATION IS OVER, THE CANDIDATE WILL HAND OVER THE COPY OF THE DULY FILLED ONLINE APPLICATION FORM ALONGWITH COPIES OF BANK CHALLAN (if fees paid off-line), ALL SELF-CERTIFIED DEGREES / CERTIFICATES / TESTIMONIALS AND QUESTION BOOKLETS & OMR ANSWER SHET OF THE WRITTEN TEST TO INVIGILATOR AT THE EXAMINATION ROOM.**
18. **CANDIDATES SHOULD PROVIDE A CLEAR PHOTOGRAPH SHOWING FRONT FACE ALONGWITH DOCUMENTS. ANY HAZY, UNCLEAR PHOTOGRAPH SHALL DISQUALIFY CANDIDATES FROM THE ENTIRE SELECTION PROCESS.**
19. No candidate would be permitted to leave the Examination Hall without prior permission of the Invigilator for any purpose whatsoever. Before going to the toilet, the candidate must close his / her Question Booklet / OMR Sheet and not carry any examination material to the toilet. No candidate would be allowed to go to the toilet during the first 30 minutes and last 30 minutes of Examination.
20. Discipline and silence must be observed in the Examination Hall for smooth conduct of the Examination. Smoking, chewing tobacco/masala or taking tea etc. in the Examination Hall is strictly prohibited. Loaning or Interchanging of erasers or any other article of stationary by the candidate is not permitted in the Examination Hall.
21. No candidate will be allowed to leave the OMR sheet fully blank, though one may leave a few blank spots so as to avoid negative marking. If any OMR sheet is found fully blank. It shall be crossed by the invigilator with his/her signature and mentioning "Cancelled.' on it.
22. **The Test of a candidate shall be cancelled in case of any of the following actions by a candidate:**

Relevant or irrelevant resource material or loose paper found on his / her possession, or, lying on or around his / her seat, Possession of any unauthorized instrument or equipment as mentioned at (vi) above / document / paper/ information materials or any resource materials, Communication of information in writing or verbally or exchange of Question Booklet / Answer Sheets to and from any other person during the Test period and any other malpractice amounting to obtaining undue advantage, Any alterations or corrections in the entries made by a candidate in Question Booklet and OMR Sheet [Application ID in words & figures and OMR sheet No. in Question Booklet and Application ID, Question Booklet No. and Set No. (if any) in OMR sheet] but not duly verified by the invigilator concerned, Non-matching of signature made at the time of Test with that already done at the time of filling of Application Form.

**23. The Test of a candidate shall be cancelled in case of any of the following actions by a candidate:**

Tampering with the photograph, Face not resembling the photograph in the Application Form, Not occupying the allotted seat, Tampering / disturbing the seating arrangements, Smuggling-out or smuggling-in Question Booklet in part or in full, or Test material, or any resource material connected with the Test, Making any attempt to influence the University Authorities directly or indirectly, misbehaving with invigilation staff, disturbing or trying to disturb the Test, noting down the questions or their answers, Shouting of slogans or creating unruly scene at the Examination Hall / Examination Centre.

**24. Suppression / concealment of information:** The candidate must ensure that he / she is qualified to appear in the Test. If it is detected at any stage that he / she did not fulfil the minimum qualifications, or, there was something against the candidate or, the candidate has provided false information or no information about his/her previous involvement in an act punishable under law or act of gross misconduct and indiscipline, then his / her candidature shall not be considered.

**25.** Nobody other than the University authorized personnel is permitted to move around the Test venue. Any unauthorized person loitering around the Test venue shall be handed over to the police under an FIR lodged by the University.

**26. No scrutiny / re-evaluation of answer sheet of TEST is allowed in any case at any stage.**

**27.** Any request for change of date of test(s) / interview / seat in the Examination Hall will not be entertained. The University reserves the right of cancelling the candidature of any candidate found indulging in any malpractice i.e. hiding any material information, misrepresentation of facts or canvassing for candidature. All such candidates are liable to be debarred from this examination as well as future examinations, in addition to appropriate legal action as may be decided by the university.

**28.** Candidates have been **allowed to appear at the Written Test provisionally** subject to the final verification of Mark sheets / Degrees / Certificates, validity of Certificates / Mark sheets, etc. at the time of Interview / Skill Test / Joining. The candidates are required to bring original documents at the time of Written Test / Joining.

Mere appearance in the Written Test or qualifying in the Test does not entitle a candidate to be considered for appearing at the interview unless he / she fulfil the eligibility conditions. **APPLICANTS MUST FULLY SATISFY THEMSELVES ABOUT THEIR ELIGIBILITY AS PRESCRIBED IN THE ASDVERTISEMENT, BEFORE APPEARING IN THE TEST.** If an applicant is inadvertently allowed to appear at the Test / Interview who otherwise does not fulfil the minimum eligibility requirements, he/she cannot, at a later date, use that as a right to claim that he / she meets the eligibility requirements. The University reserves the right not to allow a candidate to appear at Interview / Join the University, or even terminate services if it is found that:

- a. Minimum eligibility requirements are not fulfilled despite of clearing Written Test.
- b. False documentation has been done.
- c. Any other similar valid reason.

29. The appointment of the candidate who have secure more marks in Written Examinations is **provisional** and is subject to qualifying of skill test, if any; verification of his / her Character & Antecedents; and if applicable his / her Caste / Tribe / Community Certificate from the respective authorities through proper channel. If the verification reveals anything adverse about your character and antecedents and / or that the claim to belong to the Scheduled Caste / Scheduled Tribe / Other Backward Class or not belonging to creamy layer, as the case may be, is false, his / her services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under the provisions of the Indian Penal Code for production of false certificates.
30. Candidates are warned not to fold or make any stray marks on the OMR Answer Sheet. Use of Eraser, Nail, Blade, White Fluid / Whitener etc. to smudge, scratch or damage in any manner on the OMR Sheet during Examination is strictly prohibited. Candidature / OMR Sheet of candidates using Eraser, Blade, Nail or White Fluid / Whitener to smudge, scratch or damage in any manner the Answer Sheets shall be cancelled.
31. The Written Examination will be supervised by doing frisking before allowing entry into Examination Centre, using CCTV Cameras and Photograph of the candidates during Examination, Videography and using Jammers etc. in the Examination Hall / Examination Centre to stop copying and impersonation etc.
32. If a candidate does not comply with the instructions as mentioned above or creates any kind of indiscipline, the University shall take action as per instructions and in addition can also debar the candidate from appearing in the Examination, to be held in future by Mahatma Gandhi Central University and can also file criminal proceedings.

**33. ACTION AGAINST CANDIDATES FOUND GUILTY OF MISCONDUCT:**

Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested / certified copy submitted by them nor should they submit a tampered / fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted.

A candidate who is or has been declared by the University to be guilty of:

- a. Obtaining support of his/her candidature by any means; or
- b. Impersonating; or
- c. Procuring impersonation by any person;
- d. Submitting fabricated documents or documents which have been tampered with; or
- e. Making statements which are incorrect or false or suppressing material information; or
- f. Resorting to any other irregular or improper means in connection with his/her candidature for the selection; or
- g. Using unfair means during the test; or
- h. Writing irrelevant matter including obscene language or pornographic matter, in the script(s); or

- i. Misbehaving in any other manner in the examination hall; or
- j. Harassing or doing bodily harm to the staff employed by the University for the conduct of their test; or
- k. Bringing mobile Phone/communication device in the Examination Hall / Interview Room; or
- l. Attempting to commit or, as the case may be, abetting the University of all or any of the acts specified in the foregoing clauses may, in addition to rendering himself/herself liable to criminal prosecution, be liable:
  - i. to be disqualified by the University from selection for which he/she is a candidate; and/or
  - ii. to be debarred either permanently or for a specified period by the:
    - University from any Examination or Selection held by them.
    - University from taking admission under the courses offered by them.
  - iii. if he/she is already in service under Government to disciplinary action under the appropriate rules.

#### **34. RESOLUTION OF TIE CASES:**

- a. The tie is resolved by the University by referring to the total marks in the Written Examination i.e. a candidate having more marks in the written examination gets preference over the candidate(s) with less marks.
- b. If the tie still persists then the marks in Knowledge of Rules of Government of India & University Act and English (*for the post of Assistant Registrar, System Analyst, Section Officer, Private Secretary, Assistant, UDC and LDC*) are referred to i.e., a candidate having more marks in the concerned subject will be given preference.
- c. If the tie still persists, the candidate having more marks in English will be given preference.
- d. If the tie still persists, the candidate older in age gets preference.
- e. If the tie still persists, it is finally resolved by referring to the alphabetical order of names i.e. a candidate whose name begins with the alphabet which comes first in the alphabetical order gets preference.

#### **35. UNIVERSITY DECISION FINAL:**

The decision of the University in all matters relating to eligibility, acceptance or rejection of the applications, penalty for false information, mode of selection, conduct of examination(s), allotment of examination centres and preparation of merit list will be final and binding on the candidates and no enquiry/correspondence will be entertained in this regard.

#### **36. COURTS' JURISDICTION:**

In case of any disputes, any suites or legal proceedings against the University in regard to this recruitment, the territorial jurisdiction shall be restricted to the Courts in Bihar at District Court at Motihari and High Court at Patna.

## METHOD OF ANSWERING IN THE TEST

1. A Question Booklet containing the questions, a separate Answer Sheet / OMR Sheet and **Ball Point Pen for marking the answers shall be provided to the candidate at the beginning of the Test.**
2. The candidate, within 10 minutes of the issue of the Question Booklet, shall check the Question Booklet to ensure that it contains all the pages in correct sequence and that no page / question is missing. In case of faulty Question Booklet, the candidate shall immediately bring it to the notice of the Superintendent / Invigilators to obtain a fresh Question Booklet.
3. The candidate is required to write his / her Application ID and Set No., if any, at the appropriate places provided in the Answer Sheet / OMR Sheet in INK / Ball Point Pen (**provided by the University**) only. In addition, he / she is also required to fill up Application ID in the space provided on the Answer Sheet / OMR Sheet by darkening the appropriate ovals by Ball Point pen (**provided by the University**) only.

**NOTE:** Please note that any error in darkening the Application ID or writing set number will result in wrong evaluation of the Answer Sheet / OMR Sheet. He / She may take further note that non-filling of Set No., if any, Roll No. and other vital details would lead to non-evaluation of Answer Sheet / OMR Sheet and cancellation of his / her candidature. Hence, the candidate should be careful in darkening Application ID and writing set number.

4. The candidate is required to write in INK / Ball Point Pen (**provided by the University**) only, his / her Application ID and Serial Number of Answer Sheet / OMR Sheet at the appropriate places on the cover page of the Question Booklet.
5. Each question shall be followed by four alternative answers. The candidate is required to identify the one which he / she feels to be the correct answer and record the answer by darkening the appropriate oval in the Answer Sheet / OMR Sheet with Ball Point Pen (**provided by the University**) only.

For example, if out of 4 alternatives (1) (2) (3) & (4) given against question No. 15, the candidate identifies (2) as the correct answer, he / she is required to darken the oval No. 2 only in the Answer Sheet as given below:

**Q. No. 15**    (1)    ●    (3)    (4)

6. The answer will be treated incorrect if more than one oval is darkened or an oval is darkened improperly. Any other method of marking such as tick mark, cross mark, use of dot, line mark and half-filled oval or marks outside the oval shall not be evaluated.
7. **NEGATIVE MARKING: There will be negative marks for wrong answers in the objective tests. One half (i.e., 0.50 marks) marks will be deducted for each wrong answers.**
8. If any question is not attempted, the candidate is required to leave all the ovals against that question as blank. Such an answer will be awarded *zero* mark.
9. Inner cover page of the Question Booklet or the blank space / page at the end of Question Booklet may be used for rough work.

10. No page from the Question Booklet is to be torn or removed. If a candidate is found tearing any page from the Question Booklet, he / she shall be liable to punishment for adopting unfair means and shall not be allowed to continue in the Test.

**NOTE:**

- i. *If the candidate commits any error in writing / filling the Roll No., Set No. etc. on the answer sheet, it will not be possible to rectify the error and the answer sheet will be evaluated accordingly.*
- ii. *The decision of the University regarding Question(s)/ Key will be final.*

**IMPORTANT:**

**CANDIDATES TO NOTE THAT SINCE ANSWERS ARE TO BE MARKED IN INK, IT WILL NOT BE POSSIBLE TO CHANGE ANY ANSWER AFTER MARKING IT. (USE OF WHITENER FOR CHANGE IN ANSWER IS NOT ALLOWED)**

**USE OF MOBILE PHONE AND OTHER ELECTRONICS DEVICE IN  
EXAMINATION CENTRE / INTERVIEW IS STRICTLY PROHIBITED**

**Vice-Chancellor  
Mahatma Gandhi Central University**



**LIST OF APPLICANTS APPLIED FOR THE POST OF OSD (ADMINISTRATION)**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Interview	Reason for not called for Interview
1.	MGCUB-GE-681	AMRITA PANDEY	06/08/1983	General	NO	Requisite fee not submitted
2.	MGCUB-GE-809	ANIL KUMAR SINGH	09/07/1960	General	YES	-
3.	MGCUB-GE-874	HEMANT DUBEY	11/26/1988	General	YES	-
4.	MGCUB-GE-211	JAY SHANKAR THAKUR	07/15/1977	General	NO	Requisite fee not submitted
5.	MGCUB-GE-935	RAVI SHARMA	02/28/1961	General	YES	-
6.	MGCUB-GE-922	SUJIT KUMAR	11/15/1965	General	YES	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF OSD (FINANCE)**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Interview	Reason for not called for Interview
1.	MGCUB-GE-547	JITENDAR MOHAN AWASTHI	02/01/1962	General	YES	-
2.	MGCUB-OB-87	NAVIN KUMAR	07/14/1988	OBC	NO	Requisite fee not submitted
3.	MGCUB-GE-587	RAVI SHARMA	02/28/1961	General	YES	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF DEPUTY REGISTRAR**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Interview	Reason for not called for Interview
1.	MGCUB-GE-962	BANMALI SINGH	01/01/1977	General	YES	-
2.	MGCUB-GE-503	GOVIND KUMAR JHA	01/02/1982	General	YES	-
3.	MGCUB-GE-704	KALI DAS TIWARY	01/09/1967	General	NO	Requisite fee not submitted
4.	MGCUB-GE-968	KUMAR BALWANT SINGH	01/22/1976	General	YES	-
5.	MGCUB-GE-383	MANISH	10/15/1978	General	NO	Requisite fee not submitted
6.	MGCUB-OB-986	PRABHAS KUMAR	11/06/1973	OBC	YES	-
7.	MGCUB-GE-279	RAJEEV RANJAN	07/15/1974	General	YES	-
8.	MGCUB-GE-694	RAJIV RANJAN	02/28/1980	General	YES	-
9.	MGCUB-GE-807	RAJNEESH MISHRA	02/23/1975	General	YES	-
10.	MGCUB-OB-698	RAM KUMAR SINGH	04/30/1982	OBC	NO	Requisite fee not submitted
11.	MGCUB-GE-388	SHASHI KANT SHASHI	12/31/1979	Not Mentioned	NO	Requisite fee not submitted
12.	MGCUB-GE-977	SHIRISH MISHRA	08/15/1977	General	YES	-
13.	MGCUB-GE-966	SUHAIL AHMAD	06/30/1980	General	YES	-
14.	MGCUB-GE-537	SUNIL KUMAR	01/01/1977	General	NO	Requisite fee not submitted
15.	MGCUB-GE-716	SYED ASGHAR MEHDI	01/31/1970	General	YES	-
16.	MGCUB-SC-672	VIKAS	08/11/1988	SC	NO	Requisite fee not submitted

**LIST OF APPLICANTS APPLIED FOR THE POST OF ASSISTANT REGISTRAR**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-GE-284	ABDUL HALIM	10/10/1977	Not Mentioned	YES	-
2.	MGCUB-GE-575	ABDULLAH	03/21/1989	Not Mentioned	NO	Requisite fee not submitted
3.	MGCUB-GE-401	ABHINAV KUMAR	04/04/1991	General	YES	-
4.	MGCUB-OB-221	AJAY KRISHNA DAS	05/13/1973	OBC	YES	-
5.	MGCUB-OB-974	AJAY KUMAR KISHORE	01/06/1980	OBC	NO	Requisite fee not submitted
6.	MGCUB-GE-655	AJAY KUMAR TIWARI	06/05/1977	General	YES	-
7.	MGCUB-OB-875	AKHTAR PARWEZ	02/05/1983	OBC	YES	-
8.	MGCUB-OB-949	ALOK KUMAR	05/10/1976	OBC	YES	-
9.	MGCUB-GE-891	AMIT POKHRIYAL	12/20/1976	General	YES	-
10.	MGCUB-OB-311	AMRIT KUMAR	01/20/1985	OBC	NO	Requisite fee not submitted
11.	MGCUB-GE-817	ARUN KUMAR PANDEY	05/07/1978	General	YES	-
12.	MGCUB-GE-941	DEVI PRASAD PANDEY	07/25/1989	General	NO	Requisite fee not submitted
13.	MGCUB-GE-517	HAIDER ALI	02/05/1985	General	YES	-
14.	MGCUB-GE-871	HEMANT DUBEY	11/26/1988	General	YES	-
15.	MGCUB-OB-674	ISHA BIBHUTI	01/09/1986	OBC	YES	-
16.	MGCUB-GE-859	JITENDRA GOSWAMI	03/27/1970	OBC	YES	-
17.	MGCUB-GE-496	JITESHWAR KUMAR PANDEY	03/01/1977	General	NO	Requisite fee not submitted
18.	MGCUB-GE-640	KAUSHAL KISHORE CHOUDHARY	06/19/1970	General	NO	Requisite fee not submitted
19.	MGCUB-NA-541	KIRTI RAJ	06/19/1990	Not Mentioned	NO	Requisite fee not submitted
20.	MGCUB-GE-1013	KRISHNA KUMAR GAURAV	08/20/1986	General	YES	-
21.	MGCUB-GE-711	KUMAR BALWANT SINGH	01/22/1976	General	YES	-
22.	MGCUB-OB-866	KUMAR KAMAL ANAND	06/05/1976	OBC	YES	-
23.	MGCUB-GE-784	KUMAR NITISH ANAND	10/08/1990	General	YES	-

24.	MGCUB-GE-130	MANOJ KUMAR SHARMA	08/03/1972	General	<b>YES</b>	-
25.	MGCUB-NA-563	MINTU KUMAR	06/05/1986	Not Mentioned	NO	Requisite fee not submitted
26.	MGCUB-GE-295	NASEEM ALAM	06/01/1973	General	<b>YES</b>	-
27.	MGCUB-OB-846	NIRAJ KUMAR	10/12/1980	OBC	<b>YES</b>	-
28.	MGCUB-GE-638	NIRAJ KUMAR MEHTA	09/22/1983	General	<b>YES</b>	-
29.	MGCUB-GE-990	NIRAJ KUMARI	03/26/1979	General	<b>YES</b>	-
30.	MGCUB-GE-444	NUTAN KUMARI	12/10/1976	General	<b>YES</b>	-
31.	MGCUB-OB-426	PANKAJ VISHWAKARMA	06/06/1991	OBC	NO	Requisite fee not submitted
32.	MGCUB-GE-981	PRIYANKA SRIVASTAVA	08/03/1983	General	<b>YES</b>	-
33.	MGCUB-GE-914	RAJEEV RAJPUT	04/10/1977	General	NO	Requisite fee not submitted
34.	MGCUB-GE-673	RAVI KUMAR SINGH	09/24/1980	General	<b>YES</b>	-
35.	MGCUB-OB-789	RENU SINGH	07/04/1983	OBC	<b>YES</b>	-
36.	MGCUB-GE-557	S M HAIDER JAFRI	09/11/1900	General	<b>YES</b>	-
37.	MGCUB-OB-576	SACHCHIDANAND	07/31/1971	OBC	<b>YES</b>	-
38.	MGCUB-OB-361	SAKET KUMAR	02/15/1979	OBC	<b>YES</b>	-
39.	MGCUB-GE-657	SANJANA CHANDRA	03/25/1985	Not Mentioned	NO	Requisite fee not submitted
40.	MGCUB-GE-988	SHASHI PRAKASH SINGH	04/23/1983	General	NO	Requisite fee not submitted
41.	MGCUB-OB-366	SHILPI RANI	12/26/1986	OBC	<b>YES</b>	-
42.	MGCUB-GE-651	SHIRISH MISHRA	08/15/1977	General	<b>YES</b>	-
43.	MGCUB-GE-443	SHIVJEE KUMAR SINGH	01/30/1972	General	<b>YES</b>	-
44.	MGCUB-GE-970	SOMA DAS	01/01/1983	General	<b>YES</b>	-
45.	MGCUB-OB-131	SUBODH KUMAR HIMANSHU	01/20/1989	OBC	<b>YES</b>	-
46.	MGCUB-GE-867	SUDHIR KUMAR GUPTA	12/26/1983	General	<b>YES</b>	-
47.	MGCUB-GE-497	SUJIT KUMAR	07/21/1971	General	NO	Requisite fee not submitted
48.	MGCUB-GE-1011	SUMIT KUMAR SHUKLA	04/08/1983	General	<b>YES</b>	-
49.	MGCUB-GE-506	SUMIT SAURAV	12/27/1978	General	<b>YES</b>	-
50.	MGCUB-OB-241	SUNIL KUMAR	02/06/1977	OBC	<b>YES</b>	-
51.	MGCUB-OB-528	SUNIL KUMAR	01/01/1977	General	<b>YES</b>	-
52.	MGCUB-GE-267	VIJAY KUMAR KARN	12/31/1970	General	<b>YES</b>	-
53.	MGCUB-GE-436	VIKASH KUMAR SINHA	01/03/1976	General	NO	Requisite fee not submitted

**LIST OF APPLICANTS APPLIED FOR THE POST OF SYSTEM ANALYST**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-OB-895	ABHIJEET KUMAR	02/10/1984	General	YES	-
2.	MGCUB-OB-1012	ABHISHEK KUMAR	09/21/1984	OBC	YES	-
3.	MGCUB-GE-733	ABHISHEK KUMAR ANAND	10/05/1988	General	YES	-
4.	MGCUB-GE-654	AJAY KUMAR TIWARI	06/05/1977	General	YES	-
5.	MGCUB-OB-788	AMIT KISHOR	01/01/1980	OBC	YES	-
6.	MGCUB-OB-916	ASHISH KUMAR VERMA	11/27/1990	OBC	YES	-
7.	MGCUB-OB-507	ASHOK KUMAR	12/15/1985	OBC	NO	Requisite fee not submitted
8.	MGCUB-OB-355	ASMITA ANUPAM	08/17/1986	OBC	NO	Requisite fee not submitted
9.	MGCUB-OB-560	BABAN KUMAR	07/05/1986	OBC	NO	Requisite fee not submitted
10.	MGCUB-GE-343	DHIRENDRA KUMAR	02/01/1994	General	NO	Requisite fee not submitted
11.	MGCUB-SC-494	ESMIT KUMAR	09/03/1988	SC	YES	-
12.	MGCUB-GE-392	GAURAV GUNJAN	01/17/1988	General	NO	Requisite fee not submitted
13.	MGCUB-GE-220	GOVIND KUMAR JHA	01/02/1982	General	YES	-
14.	MGCUB-OB-980	KANCHAN YADAV	12/01/1982	OBC	YES	-
15.	MGCUB-GE-385	MD JAWAID QUAMAR	01/06/1979	General	NO	Requisite fee not submitted
16.	MGCUB-GE-969	MD MOTIUR RAHMAN	02/06/1985	General	YES	-
17.	MGCUB-OB-879	MD RASHID REZA	08/12/1987	OBC	YES	-
18.	MGCUB-OB-906	MD. SHAMBEEL AZIM	10/03/1990	OBC	NO	Requisite fee not submitted
19.	MGCUB-OB-876	MOHAMMAD ARSHAD PARVEZ	11/21/1980	OBC	YES	-
20.	MGCUB-GE-582	NITESH KUMAR SHRIVASTAVA	01/10/1978	General	YES	-

21.	MGCUB-GE-390	PANKAJ KUMAR SINGH	11/18/1978	General	NO	Requisite fee not submitted
22.	MGCUB-OB-499	PARMATMA YADAV	07/10/1987	OBC	NO	Requisite fee not submitted
23.	MGCUB-OB-236	PUNIT KUMAR SINGH	08/20/1986	OBC	NO	Requisite fee not submitted
24.	MGCUB-OB-921	RAJESH KUMAR NIRANJAN	11/28/1972	OBC	YES	-
25.	MGCUB-OB-234	RAKESH KUMAR SAHNI	12/12/1989	OBC	NO	Requisite fee not submitted
26.	MGCUB-GE-751	RANJEET KUMAR SINGH	02/10/1986	General	YES	-
27.	MGCUB-GE-303	SANDEEP KUMAR TRIPATHI	01/10/1986	General	YES	-
28.	MGCUB-SC-555	SANTOSH KUMAR	12/19/1988	SC	NO	Requisite fee not submitted
29.	MGCUB-GE-510	SHWETANSHU NATH	10/20/1979	General	NO	Requisite fee not submitted
30.	MGCUB-OB-438	SUBODH KUMAR HIMANSHU	01/20/1989	OBC	NO	Requisite fee not submitted
31.	MGCUB-OB-422	SUDHIR KUMAR GUPTA	12/26/1983	OBC	YES	-
32.	MGCUB-OB-125	SUNIL KUMAR	08/15/1987	OBC	YES	-
33.	MGCUB-OB-896	SURBHI S MISTRY	10/25/1986	OBC	NO	Requisite fee not submitted
34.	MGCUB-GE-568	VIPIN SANKRIT	04/01/1976	General	YES	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF PRIVATE SECRETARY**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-GE-1003	PRASHANT SINGH RAJAWAT	02/26/1989	General	YES	-
2.	MGCUB-GE-811	SHAIENDRA SINGH CHAUHAN	01/14/1987	General	YES	-
3.	MGCUB-GE-946	VARSHA KUMARI	12/24/1983	General	YES	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF SECTION OFFICER**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-OB-293	AJAY KRISHNA DAS	13/05/1973	OBC	YES	-
2.	MGCUB-OB-627	ASHOK KUMAR PODDAR	01/08/1978	OBC	YES	-
3.	MGCUB-OB-543	KOTHA SYDULU	06/05/1983	OBC	NO	Requisite fee not submitted
4.	MGCUB-GE-611	KUMAR ABHISHEK	01/25/1989	Not Mentioned	YES	-
5.	MGCUB-PH-324	MANOJ KUMAR	03/01/1989	PH	YES	-
6.	MGCUB-OB-845	NIRAJ KUMAR	10/12/1980	OBC	YES	-
7.	MGCUB-SC-105	PARMANAND KUMAR	02/13/1980	SC	NO	Requisite fee not submitted
8.	MGCUB-GE-987	PEEYUSH ANAND	07/16/1981	General	NO	Requisite fee not submitted
9.	MGCUB-OB-514	PREM KUMAR	03/31/1982	OBC	YES	-
10.	MGCUB-GE-982	PRIYANKA SRIVASTAVA	08/03/1983	General	YES	-
11.	MGCUB-GE-413	RAJESH KUMAR SRIVASTAVA	07/01/1974	General	NO	Requisite fee not submitted
12.	MGCUB-GE-539	RAJNISH RAJ	07/01/1988	General	YES	-
13.	MGCUB-OB-955	RAKESH SHARMA	02/02/1989	OBC	YES	-
14.	MGCUB-GE-404	SATISH KUMAR TODI	02/04/1981	General	YES	-
15.	MGCUB-OB-861	SHILPI RANI	12/26/1986	OBC	YES	-
16.	MGCUB-GE-484	SYED SHAHZAD AHMED	01/20/1991	General	NO	Requisite fee not submitted
17.	MGCUB-GE-368	VIJAY KUMAR KARN	12/31/1970	General	YES	-
18.	MGCUB-GE-976	VIKASH KUMAR SINHA	01/03/1976	General	YES	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF ASSISTANT**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-GE-411	ABHISHEK KUMAR	04/05/1991	General	NO	Requisite fee not submitted
2.	MGCUB-OB-1001	AJAY KUMAR KISHORE	01/06/1980	OBC	YES	-
3.	MGCUB-GE-768	ANAND SHANKAR	12/25/1988	General	YES	-
4.	MGCUB-GE-998	ANJALI KUMARI	10/15/1988	General	YES	-
5.	MGCUB-OB-483	BINTI KUMARI	02/25/1982	OBC	YES	-
6.	MGCUB-OB-562	DIWAKAR KUMAR	01/15/1990	OBC	NO	Requisite fee not submitted
7.	MGCUB-GE-579	KUMAR ABHISHEK	01/25/1989	General	YES	-
8.	MGCUB-OB-89	KUNAL KUMAR	02/15/1990	OBC	NO	Requisite fee not submitted
9.	MGCUB-GE-630	MONALISA	02/17/1990	Not Mentioned	YES	-
10.	MGCUB-OB-745	NIRAJ KUMAR	10/12/1980	OBC	YES	-
11.	MGCUB-OB-527	PANKAJ KUMAR RANJAN	02/13/1985	OBC	NO	Requisite fee not submitted
12.	MGCUB-OB-508	PREM KUMAR	03/31/1982	OBC	YES	-
13.	MGCUB-GE-984	PRIYANKA SRIVASTAVA	08/03/1983	General	YES	-
14.	MGCUB-OB-1009	RAJESH KUMAR SHARMA	01/29/1981	OBC	NO	Requisite fee not submitted
15.	MGCUB-NA-409	RAJESH KUMAR SRIVASTAVA	07/01/1974	General	NO	Requisite fee not submitted
16.	MGCUB-GE-625	RAKESH DUBEY	07/03/1992	General	NO	Requisite fee not submitted



17.	MGCUB-OB-344	RAMESH CHANDRA GUPTA	01/05/1984	OBC	NO	Requisite fee not submitted
18.	MGCUB-GE-666	RASHMI KUMARI	12/06/1981	General	NO	Requisite fee not submitted
19.	MGCUB-GE-978	RIPU DAMAN KUMAR	07/07/1986	General	<b>YES</b>	-
20.	MGCUB-GE-558	SANDEEP KUMAR SINGH	01/20/1989	Not Mentioned	<b>YES</b>	-
21.	MGCUB-GE-938	SANDEEP TIWARI	10/07/1989	General	<b>YES</b>	-
22.	MGCUB-GE-926	SARVESH KUMAR	09/15/1989	General	<b>YES</b>	-
23.	MGCUB-GE-327	SHAILENDRA SINGH CHAUHAN	01/14/1987	General	NO	Requisite fee not submitted
24.	MGCUB-GE-689	SMITA KUMARI	11/13/1988	General	NO	Requisite fee not submitted
25.	MGCUB-OB-378	SUBODH KUMAR HIMANSHU	01/20/1989	OBC	<b>YES</b>	-
26.	MGCUB-GE-964	VARSHA KUMARI	12/24/1983	General	<b>YES</b>	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF UPPER DIVISION CLERK**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-GE-423	ABHILASHA NARAYAN	02/26/1983	General	NO	Requisite fee not submitted
2.	MGCUB-GE-701	ABHILESH KUMAR	01/24/1993	General	YES	-
3.	MGCUB-GE-154	AJEET KUMAR	02/10/1982	General	NO	Requisite fee not submitted
4.	MGCUB-OB-367	AMIT KUMAR	01/16/1993	OBC	YES	-
5.	MGCUB-OB-318	AMOD KUMAR PANDIT	04/14/1989	OBC	NO	Requisite fee not submitted
6.	MGCUB-SC-696	ASHOK KUMAR	11/11/1979	SC	YES	-
7.	MGCUB-GE-136	CHANDAN KUMAR	06/02/1977	General	YES	-
8.	MGCUB-GE-760	CHANDAN KUMAR	07/05/1987	General	YES	-
9.	MGCUB-SC-660	DINESH BAITHA	02/20/1991	SC	YES	-
10.	MGCUB-GE-855	DINESH HOODA	03/14/1989	General	YES	-
11.	MGCUB-PH-454	JAY PRAKASH KUMAR	02/05/1987	PH	NO	Requisite fee not submitted
12.	MGCUB-GE-174	KESHAV KUMAR	07/16/1990	General	NO	Requisite fee not submitted
13.	MGCUB-GE-523	KUMAR ALOK PRASHANT	02/11/1985	General	NO	Requisite fee not submitted
14.	MGCUB-GE-940	KUMAR BIRVADRA	09/11/1992	General	YES	-
15.	MGCUB-OB-92	KUNAL KUMAR	02/15/1990	OBC	NO	Requisite fee not submitted
16.	MGCUB-OB-779	LAKSHMI RANI	02/12/1988	OBC	YES	-
17.	MGCUB-GE-997	MAUOOD HAMIDI	04/16/1990	General	YES	-
18.	MGCUB-GE-963	NEERAJ KUMAR SINHA	08/01/1981	General	YES	-

19.	MGCUB-OB-718	NIRAJ KUMAR	10/12/1980	OBC	<b>YES</b>	-
20.	MGCUB-GE-618	PRAVEEN KUMAR	08/18/1983	General	<b>YES</b>	-
21.	MGCUB-OB-515	PREM KUMAR	03/31/1982	OBC	<b>YES</b>	-
22.	MGCUB-GE-391	PUNJAB SINGH	01/03/1989	General	NO	Requisite fee not submitted
23.	MGCUB-GE-544	RAHUL KUMAR	01/15/1986	Not Mentioned	<b>YES</b>	-
24.	MGCUB-GE-617	RAJESH KUMAR	07/15/1979	General	<b>YES</b>	-
25.	MGCUB-NA-407	RAJESH KUMAR SRIVASTAVA	07/01/1974	General	NO	Requisite fee not submitted
26.	MGCUB-GE-884	RAVI RANJAN KUMAR	03/05/1985	General	<b>YES</b>	-
27.	MGCUB-GE-975	RIPU DAMAN KUMAR	07/07/1986	General	<b>YES</b>	-
28.	MGCUB-GE-741	SACHIN KUMAR	05/04/1981	General	<b>YES</b>	-
29.	MGCUB-OB-362	SHATRUDHAN KUMAR	03/15/1994	OBC	NO	Requisite fee not submitted
30.	MGCUB-OB-583	SHWETA SINGH	07/29/1992	OBC	NO	Requisite fee not submitted
31.	MGCUB-OB-439	SUBODH KUMAR HIMANSHU	01/20/1989	OBC	<b>YES</b>	-
32.	MGCUB-ST-570	SUNNY KUMAR GOND	06/06/1989	ST	<b>YES</b>	-
33.	MGCUB-OB-723	SWETA KUMARI	07/26/1992	OBC	<b>YES</b>	-
34.	MGCUB-OB-395	UPENDRA PRASAD	01/09/1986	OBC	<b>YES</b>	-
35.	MGCUB-GE-947	VARSHA KUMARI	12/24/1983	General	<b>YES</b>	-

**LIST OF APPLICANTS APPLIED FOR THE POST OF LOWER DIVISION CLERK**

Sl. No.	Application ID	Name of the Applicant	Date of Birth (mm/dd/yyyy)	Category	Called for Written Test	Reason for not called for Written Test
1.	MGCUB-GE-774	ABHISHEK KUMAR RANJAN	05/25/1996	General	YES	-
2.	MGCUB-GE-622	ABHYUDAY ANURAG	12/12/1992	General	YES	-
3.	MGCUB-GE-1002	ADITYA KUMAR	12/26/1987	General	YES	-
4.	MGCUB-OB-641	AJEET KUMAR	03/09/1989	OBC	NO	Requisite fee not submitted
5.	MGCUB-OB-472	AKHILESH KUMAR	11/03/1994	OBC	NO	Requisite fee not submitted
6.	MGCUB-OB-923	AMAN KUMAR	09/19/1991	OBC	NO	Requisite fee not submitted
7.	MGCUB-GE-927	AMAN KUMAR	01/04/1997	General	YES	-
8.	MGCUB-NA-380	AMIT KUMAR JHA	06/10/1997	Not Mentioned	NO	Requisite fee not submitted
9.	MGCUB-OB-485	ANSHU KUMARI	06/20/1983	OBC	YES	-
10.	MGCUB-PH-1006	ANSHUMAN KUMAR	02/04/1993	PH	YES	-
11.	MGCUB-OB-952	ANTESH KUMAR	06/10/1995	OBC	NO	Requisite fee not submitted
12.	MGCUB-SC-930	ASHOK KUMAR	11/11/1979	SC	YES	-
13.	MGCUB-GE-403	ASHUTOSH NANDAN	06/15/1989	General	YES	-
14.	MGCUB-PH-692	ATCHYUTA RAO VISAMSETTI	06/15/1988	PH	NO	Requisite fee not submitted
15.	MGCUB-GE-888	ATUL KUMAR SINGH	07/15/1987	General	YES	-
16.	MGCUB-OB-830	BHIMRAJ KUMAR	08/17/1994	OBC	YES	-
17.	MGCUB-GE-177	DEO PRAKASH RAO	11/04/1984	General	NO	Requisite fee not submitted
18.	MGCUB-OB-471	DIPU KUMARI	08/10/1994	OBC	YES	-

19.	MGCUB-OB-1004	HARISH CHANDRA PRASAD	02/16/1979	OBC	<b>YES</b>	-
20.	MGCUB-GE-971	JIWESH KUMAR	01/08/1992	General	<b>YES</b>	-
21.	MGCUB-OB-675	KAJAL KUMARI	05/07/1996	OBC	<b>YES</b>	-
22.	MGCUB-GE-915	KAUSHAL KISHOR	07/04/1987	General	NO	Requisite fee not submitted
23.	MGCUB-OB-693	MANISH KUMAR	04/06/1992	OBC	<b>YES</b>	-
24.	MGCUB-SC-406	MANISH KUMAR	11/05/1980	SC	NO	Requisite fee not submitted
25.	MGCUB-GE-350	MANISH KUMAR SHARMA	03/01/1993	General	NO	Requisite fee not submitted
26.	MGCUB-GE-1000	MAUOOD HAMIDI	04/16/1990	General	<b>YES</b>	-
27.	MGCUB-OB-389	MD AKHLAQR RAHMAN	06/14/1988	OBC	NO	Requisite fee not submitted
28.	MGCUB-SC-898	MITHILESH KUMAR RAJAK	07/02/1991	SC	<b>YES</b>	-
29.	MGCUB-GE-432	NANNHI BALA	06/28/1989	General	<b>YES</b>	-
30.	MGCUB-OB-819	NEHA KUMARI	10/20/1992	OBC	<b>YES</b>	-
31.	MGCUB-SC-418	NITESH KUMAR	04/01/1990	SC	<b>YES</b>	-
32.	MGCUB-OB-702	ONKARESHWAR DEV	01/4/1983	OBC	<b>YES</b>	-
33.	MGCUB-GE-721	PINKY KUMARI	06/15/1986	General	<b>YES</b>	-
34.	MGCUB-GE-991	PINKY PANDEY	06/15/1986	General	<b>YES</b>	-
35.	MGCUB-SC-765	PRABHAT KUMAR	12/31/1985	SC	<b>YES</b>	-
36.	MGCUB-OB-102	PRABHAT KUMAR HIMANSHU	08/10/1994	OBC	NO	Requisite fee not submitted
37.	MGCUB-GE-661	PRAVEEN KUMAR	08/18/1983	General	<b>YES</b>	-
38.	MGCUB-GE-853	PREM RANJAN SINGH	01/15/1989	General	<b>YES</b>	-

39.	MGCUB-OB-676	PRIYANKA KUMARI	05/09/1992	OBC	<b>YES</b>	-
40.	MGCUB-GE-646	RAJEEV SINHA	05/08/1983	General	<b>YES</b>	-
41.	MGCUB-OB-129	RAJESH	03/20/1994	OBC	NO	Requisite fee not submitted
42.	MGCUB-OB-918	RAVISH KUMAR	05/09/1988	OBC	<b>YES</b>	-
43.	MGCUB-GE-415	RITU MANOJ SINGH	09/25/1996	General	NO	Requisite fee not submitted
44.	MGCUB-GE-825	ROHIT KUMAR	11/19/1995	General	<b>YES</b>	-
45.	MGCUB-PH-498	SANTOSH KUMAR	11/14/1993	PH	NO	Requisite fee not submitted
46.	MGCUB-SC-468	SARITA	11/17/1980	SC	NO	Requisite fee not submitted
47.	MGCUB-PH-548	SAURABH RAJ	08/05/1997	PH	NO	Requisite fee not submitted
48.	MGCUB-PH-552	SAURABH RAJ	08/05/1997	PH	<b>YES</b>	-
49.	MGCUB-ST-261	SHAILESH KUMAR SAH	04/26/1989	ST	NO	Requisite fee not submitted
50.	MGCUB-GE-700	SHASHIRANJAN KR VERMA	12/25/1984	General	NO	Requisite fee not submitted
51.	MGCUB-GE-885	SHUBHAM KUMAR PANDEY	02/04/1993	General	<b>YES</b>	-
52.	MGCUB-OB-440	SUBODH KUMAR HIMANSHU	01/20/1989	OBC	NO	Requisite fee not submitted
53.	MGCUB-SC-326	SUNNY KUMAR	05/07/1985	SC	NO	Requisite fee not submitted
54.	MGCUB-GE-892	SURBHI S MISTRY	07/31/1986	General	NO	Requisite fee not submitted
55.	MGCUB-GE-1007	SUSHANT SHRIWASTAVA	02/04/1994	General	<b>YES</b>	-
56.	MGCUB-OB-435	SWATI KUMARI	11/05/1992	OBC	NO	Requisite fee not submitted
57.	MGCUB-GE-890	SWETA KUMARI	08/12/1992	General	NO	Requisite fee not submitted
58.	MGCUB-GE-282	UDAY CHANDRA JHA	02/01/1985	General	<b>YES</b>	-

59.	MGCUB-GE-948	VARSHA KUMARI	12/24/1983	General	<b>YES</b>	-
60.	MGCUB-GE-459	VIJAY KUMAR	10/02/1984	General	NO	Requisite fee not submitted
61.	MGCUB-OB-677	VIKASH KUMAR	02/27/1992	OBC	<b>YES</b>	-
62.	MGCUB-GE-665	VIKASH KUMAR	01/31/1995	General	NO	Requisite fee not submitted
63.	MGCUB-SC-848	VIKRAM KUMAR	02/02/1987	SC	<b>YES</b>	-
64.	MGCUB-OB-785	VIKRAM KUMAR	01/02/1986	OBC	<b>YES</b>	-

**\*\*\* END OF DOCUMENT \*\*\***