



MAHANAGAR TELEPHONE NIGAM LTD.

(A Govt. of India Enterprise)

Regd. & Corporate Office: Jeevan Bharti Building, Tower-1, 12th Floor, 124, Connaught Circus, New Delhi-110001

MTNL, a Telecom PSU, is undertaking a special recruitment drive to fill the vacancies of SC and ST for the post of Junior Accounts Officer (E2 grade) – IDA payscale (Rs. 20600/- Rs. 46500/-).

The terms and conditions along with other details on the subject are as given below.

1. Category : SC and ST only
2. No. of vacancies : SC-12, ST-14
3. Station of Posting : Anywhere in the Operational area of MTNL
4. Age : Not more than 35 years on 01.06.2011
5. Choice of place for Interview may : Delhi/ Mumbai
be indicated by the candidates

6. Eligibility Conditions and other details are given below:

- Educational Qualification : CA/ICWA
OR
Commerce Graduate with Intermediate pass in CA and minimum of 3 years experience excluding Articleship in a reputed Public/ Private Ltd. Company.
OR
Commerce graduate with two years full time (regular) MBA (Finance) with not less than 55% marks awarded by a recognized University.

Eligible and willing candidates who fulfill the above mentioned eligibility criteria may apply along with their particulars in the format given to be downloaded from MTNL website www.mtnl.net.in. The candidates are required to submit the filled up application form along with one set of attested photocopies of all testimonials positively by **24th June, 2011 by speed post to General Manager (HR), MTNL, 6th Floor, Room No. 605, Mahanagar Doorsanchar Bhawan, New Delhi-110002.**

Mode of Selection: Names of short listed candidates will be put up on our website by **5th July, 2011. No separate communications by post will be sent to the candidates individually.** Candidates should be in touch with MTNL website. Candidates are required to go through the instructions for interview displayed on our website and appear for interview accordingly.

Application Format: To be downloaded from www.mtnl.net.in.

The duly filled in application form should be sent in an envelope super scribing on the cover prominently – **“Selection of SC & ST Candidates for the post of JAO in MTNL”** - latest by **24th June, 2011 by Speed Post.**

Short listed candidates will be invited for interview at Delhi/Mumbai as per the schedule given below.

Centre	Date	Time	Venue
Delhi	15th July, 2011	11:00 am – 05:00 pm	12th Floor, Tower -1, Jeevan Bharti Building, 124, Connaught Circus, New Delhi – 110001.
Mumbai	20th July, 2011	11:00 am – 05:00 pm	O/o GM (Admn), Telephone House, V.S. Marg, Prabhadevi, Dadar (West), Mumbai – 400028.

The candidates should come for Interview with their original certificates along with testimonials with one set attested photocopies including Caste Certificate (Issued by the appropriate authority in the prescribed format) and photograph.

Selected candidates will be posted to any division/Unit/office of MTNL in Delhi & Mumbai.

General Conditions:

1. Selected candidates will be paid a consolidated monthly stipend of Rs. 17000/- during one year training and, thereafter, on successful completion of training, in the IDA Payscale of Rs. 20600/- – 46500/- (E2 Grade).
2. Candidates serving in Central/State Government/Public Sector Undertakings are required to forward their application through proper channel or produce a “No Objection Certificate” from their employer at the time of interview, in the absence of which they shall not be considered for interview.
3. Reimbursement of TA limited to Sleeper Class Railway fare will be considered for candidates traveling beyond 50KM subject to production of Ticket/Ticket No./PNR No.

APPLICATION FORMAT

(TO BE FILLED IN BOLD ENGLISH CAPITAL LETTERS BY THE CANDIDATE IN HIS OWN HANDWRITING)

Choice of centre for Interview:

(Delhi/Mumbai)

Affix recent passport size self attested photograph.

1. Name of the Candidate (Mr./Ms)	
2. Father/Husband's Name	
3. Date of Birth	
4. Age as on 01.06.11	Years - Months - Days -
5. Permanent Address	
6. Address for Correspondence	
7. Contact No. with Fax & Email	
8. Category (SC/ST)	
9. Details of educational qualification from matriculation onwards	Xth XIth CA/ICWA Others
a. Examination passed	
b. Year of passing	
c. Name of the Institute/ University/Board	
d. Subjects	
e. Percentage in aggregate	
f. Division	

Work Experience					
Sl.No.	Name & Address of Employer	Period of Employment		Designation	Total Emoluments
		From	To		

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled if any of the information is found to be false or incorrect.

Date:

Place:

Signature of the candidate

Phone No: