

**THE SINGARENI COLLIERIES COMPANY LIMITED
(A GOVERNMENT COMPANY)**

**GENERAL GUIDELINES / INSTRUCTIONS TO THE CANDIDATES
APPEARING FOR WRITTEN EXAMINATION**

- Candidates will be admitted into the venue only on showing Revised call letter at the Gate along with identity proof as mentioned in online application.
- Carrying Cell Phones or any type of communication devices (Electronic or any other mode) and use of Calculators etc. is prohibited.
- The Company reserves the right to debar/ disqualify the candidate if found involved in any sort of malpractice in the Examination Centre / Hall.
- Candidate has to make his own arrangement for the safe custody of his belongings such as bag and baggage, including personal belongings.
- Candidate will not be allowed for Written Test after reporting time specified in the Hall Ticket.
- Candidate has to surrender his Revised call letter to the Invigilator in the Examination hall before commencement of Written test. He may keep photo copy of call letter for reference.
- The Written Test consisting of 200 objective type multiple choice questions for all Executive cadre posts exam and 150 or 90 objective type multiple choice questions for Non- Executive cadre posts exam, to be answered in 2 hours or 1 ½ Hours as the case may be broadly covering the Subjects related to the Post applied and also few questions on General English, General Mathematics, Reasoning, Antonyms, Synonyms, IQ, Aptitude, General Studies, Numerical Ability, Computer Basics etc. However, broadly covering Subjects will be mentioned in the Hall Ticket is an indicative but not exhaustive.

There are no negative marks for wrong answers and all questions carry equal mark for **RIGHT ANSWERS.**

- The answer sheet is designed for evaluation by **OPTICAL MARK READER MACHINE.** Since the answer sheets are to be scanned (Valued) with Optical Mark System, the candidate has to bring his own **BALL POINT PEN** of **BLUE or BLACK** for marking the answers.
- If any candidate fails to mark the correct Booklet series, Call letter Number etc. in the OMR answer sheet, the Optical Mark Reader cannot identify the details of the candidate and ultimately no valuation will be made rendering him/her ineligible for selection.
- The candidate working in Government Departments / PSUs are required to submit NOC/ Relief Letter from the present employer at the time of reporting for duty, failure of the same entail summarily disqualification of the candidature.

- The minimum qualifying marks in case of Executive cadre posts is 40% for unreserved candidates, 35% for BC candidates and 25% for SC/ST candidates and for Non-Executive Cadre 35% for unreserved candidates, 25% for BC candidates and 15% for SC/ST candidates. The selection will be based on Merit and followed by Rule of Reservation as per Government Orders issued from time-to-time and the spirit of Presidential Order, 1975.
- Final selection of candidature will be subject to verification and correctness of your Certificates including DOB, Caste, Local candidature, percentage of marks acquired in the qualifying examination shall tally with percentage of marks mentioned in online application and on confirming parameters stipulated and Medical fitness. During verification, if candidate found to be not meeting the eligibility criteria as declared in the notification/online application, shall entail summary disqualification of the candidature.
- Please note, appearing for written test will not confer any right on the applicant for selection. The Company reserves the right to debar/ disqualify the candidate including withholding the result at any stage of selection process for any reason whatsoever.
- The Written Test for the post of **SURVEYOR TRAINEE -T&S Gr.B(External)** scheduled on 05-06-2016 will be conducted in test Centres located in Kothagudem and Paloncha towns.

G.M. (PERSONNEL) RC, IR&PM