



Interview schedule for the post of HR Assistant on Contract Basis (Advt. No. C-05/2026)

The interviews for the post of HR Assistant on Contract basis vide Advt. C-05/2026, is scheduled to be conducted at IRCON, Corporate Office, New Delhi. The details are as under:

(A) Schedule of Document Verification and Interview:

Post	No. of eligible/ prov. eligible candidates	Date of Interview & Document Verification	Time & Venue
HR Assistant on Contract	23	24.04.2026 (Friday)	Reporting Time: 09:30 AM Venue: IRCON INTERNATIONAL LTD, C- 4 District Centre, Saket, New Delhi, 110017

In response to the applications received for the post of HR Assistant on Contract basis advertised vide Advt. No. C-05/2026; interview has been scheduled on the date and venue mentioned above in para (A) for the Provisionally Eligible/Eligible candidates as shortlisted subject to their fulfilling the eligibility criteria on verification of their documents on the date of Interview.

(I) List of Candidates found Eligible/Provisionally Eligible for Interview:

S.No.	Applicant Name	Date Of Birth	Category	Final Eligibility	Remarks
01	Bedita Gupta	20.07.1998	UR	Provisionally Eligible	Subject to submission of : 1.MBA & Graduation all semester marksheet 2. HR specialization certificate in PG degree as per advertisement 3. Document showing nature of work of all employment as per advertisement
02	Vishal Chandra	02.09.1996	OBC	Provisionally Eligible	Subject to submission of: 1. MBA all semester marksheets and degree certificate 2. CGPA to percentage conversion certificate 3. Offer letter/date of joining proof of current employment
03	Rahul Raj	01.10.1999	OBC	Provisionally Eligible	Subject to submission of Current Financial Year OBC certificate in Central Govt format
04	Pragati Chaudhary	04.02.2001	UR	Eligible	-

05	Meetalı Sharma	14.01.1996	UR	Provisionally Eligible	Subject to submission of : 1. Date of joining Proof of current organization 2. MBA all semester marksheets & CGPA to percentage conversion certificate
06	Chandan Kumar Choudhary	28.02.1994	SC	Eligible	-
07	Aakrity Priya	04.05.1998	UR	Eligible	-
08	Chandra Pratap	08.08.1992	UR	Provisionally Eligible	Subject to submission of : 1. Graduation all semester marksheets & degree 2. MBA all semester marksheets with Degree 3. CGPA to percentage conversion certificate 4. HR specialization certificate 5. Document showing nature of work of all employment as per advertisement
09	Sonia Sinha	10.01.1993	OBC	Provisionally Eligible	Subject to submission of : 1. Graduation and Post graduation all semester marksheets with MBA degree certificate 2. Document showing nature of work of all employment as per advertisement 3. Current Financial Year OBC certificate in Govt of India format
10	Laxmi Shukla	01.03.1995	UR	Provisionally Eligible	Subject to submission of : 1. HR specialization certificate 2. All marksheets of PG Diploma & CGPA to percentage conversion certificate 3. Document showing nature of work of all employment as per advertisement
11	Arun Kumar	06.09.1989	OBC	Provisionally Eligible	Subject to submission of: 1. MBA degree 2. OBC certificate of current financial year in Govt. of India format. 3. HR Specialization Certificate
12	Anurup Roy	08.03.1995	UR	Provisionally Eligible	Subject to submission of : 1. MBA Degree 2. Graduation Degree and Marksheets 3. 12th Passing Certificate and Marksheet 4. Offer letter & Joining letter related to work experience as per advertisement
13	Gloria Lawrence	20.03.1992	UR	Provisionally Eligible	Subject to submission of : 1. MBA degree and all semester marksheets 2. Graduation degree and Marksheets 3. MBA(HR) Specialization Certificate as per advertisement
14	Priya Manna	07.02.1993	OBC	Provisionally Eligible	Subject to submission of : 1. OBC certificate of current financial year as per Govt. of India format. 2. Proof of Experience of all employment.

15	Kamini Sharma	04.06.1993	UR	Provisionally Eligible	Subject to submission of: 1. Proof of HR specialization in MBA degree 2. MBA Degree 3. Proof of work experience of all previous employments
16	Ravi Jaiswal	14.06.1994	OBC	Provisionally Eligible	Subject to submission of: 1. MBA all semester marksheets 2. Graduation all semester marksheets 3. Proof of nature of work of current employment as per advertisement
17	Gita Gupta	06.04.1995	OBC	Provisionally Eligible	Subject to submission of: 1. Proof of HR specialization in MBA degree 2. MBA Degree 3. Proof of work experience of all previous employments 4. MBA CGPA to percentage conversion certificate.
18	Chauhan Jinal Satyen Kumar	28.08.1996	SC	Provisionally Eligible	Subject to submission of : 1. MBA all semester marksheet 2. MBA degree 3. MBA CGPA to Percentage grade conversion certificate 4. Proof of HR specialization in MBA degree 5. Proof of current work experience details including offer letter/joining letter .
19	Arnav Bhattacharya	01.10.1996	UR	Provisionally Eligible	Subject to submission of: 1. MBA all semester marksheets 2. MBA degree 3. MBA (PGP) CGPA to Percentage grade conversion certificate 4. Proof of HR specialization in MBA degree 5. Proof of nature of work experience as per advertisement
20	Mansha Kumari	25.02.1992	OBC	Provisionally Eligible	Subject to submission of: 1. MBA degree 2. MBA CGPA to Percentage grade conversion certificate 3. HR specialization certificate in MBA degree 4. OBC certificate of current financial year in Govt. of India format.
21	Mohit Verma	14.08.1988	OBC	Provisionally Eligible	Subject to submission of: 1. OBC certificate of current financial year in Govt of India format. 2. MBA CGPA to Percentage grade conversion certificate. 3. Proof of nature of work of all experiences as per advertisement
22	Chirag Chaturvedi	09.12.1995	UR	Provisionally Eligible	Subject to submission of MBA CGPA to Percentage grade conversion certificate.
23	Manoj Kumar Yadav	29.03.1993	OBC	Provisionally Eligible	Subject to submission of Proof of HR specialization in PG degree as per advertisement

(II) The following candidates are found Ineligible as per the criteria laid down in Advertisement:

S.No	Applicant Name	Date Of Birth	Category	Final Eligibility	Remarks
01	Indrani Mitra	18.11.2000	UR	Ineligible	Not fulfilling essential post qualification experience criteria as per advertisement
02	Raneejt Rakesh Baboo	14.04.1984	SC	Ineligible	Not fulfilling age criteria & essential qualification criteria as per advertisement
03	Ansari Shabnam Khatun	13.08.1997	UR	Ineligible	Not fulfilling essential qualification criteria as per advertisement
04	Anupriya Gupta	06.05.2000	OBC	Ineligible	Not fulfilling essential qualification criteria & post qualification experience criteria as per advertisement
05	Gujjarlamudi Venkatesh	13.03.2000	SC	Ineligible	Not fulfilling essential qualification criteria as per advertisement
06	Mohd. Asif Daing	06.08.2002	UR	Ineligible	Not fulfilling essential qualification criteria as per advertisement
07	Mohd. Raziq	03.05.1998	OBC	Ineligible	Not fulfilling essential post qualification experience criteria as per advertisement
08	Priyal Gupta	12.07.2000	UR	Ineligible	Not fulfilling essential post qualification experience criteria as per advertisement
09	Ashish Dixit	13.11.1998	UR	Ineligible	Not fulfilling essential qualification criteria and post qualification experience criteria
10	Ankita Pandey	30.01.1991	UR	Ineligible	Not fulfilling age criteria as per advertisement

(B) Directions for Provisionally Eligible / Eligible Candidates:

Candidature of Shortlisted candidates is purely provisional subject to subsequent verification of original documents and also fulfilling the eligibility conditions as advertised.

All Eligible/Provisionally Eligible candidates as per the table specified at para A (I) above are requested to bring their following original testimonials, along with a photocopy, for document verification on the day of interview as per the schedule above:

- (i) Matriculation Certificate (for age proof);
- (ii) Degree and Marksheets of all the semester/year of Minimum Education Qualification (MEQ) prescribed in the Advt. **Candidates who have been awarded CGPA/OGPA/DGPA in place of marks in degree, should submit proof of conversion formula as applicable to percentage as prescribed by the University/Institute.**
- (iii) Certificates of other professional qualifications, if any;
- (iv) **Certificates in proof of experience, as applicable, clearly projecting the requisite experience indicating the length and nature of experience and work done, as per eligibility conditions/criteria.** Certificate/proof submitted in support of experience should clearly mention the date of joining & relieving. **Offer letter alone will not be considered as proof of experience,** the candidate should submit acceptable proof of joining & relieving.
- (v) Certificate in support of claim of belonging to Schedule Caste, Schedule Tribe, Other Backward Classes, EWS where applicable in prescribed format as per Govt. of India guidelines.

- (vi) **If the candidate belongs to OBC**, a caste certificate issued in the current financial year only by a competent authority as applicable for appointment to the services in Govt. Of India. Please note that an OBC certificate issued in the current financial year only can be accepted as a current proof of your not belonging to “creamy layer” in the OBC.
- (vii) One Photo-identity-card like Aadhaar Card, Driving-license, Passport or any other valid document with you for identification
- (viii) **Candidates serving in Central/State Government/ Public Sector Undertaking including Public Sector Banks/Autonomous Bodies etc. Including Departmental candidates are required to produce a “No Objection Certificate” from their present employer at the time of interview in original failing which, he/she will not be allowed to appear in the interview.**
- (ix) Complete set of self-attested photocopies of all the above mentioned certificates.
- (x) Latest passport sized photograph.
- (xi) Failure to adhere to above may lead to cancellation of the candidature. The interview of such candidates may be held at discretion of IRCON Management. No claim whatsoever in case of cancellation of candidature/ non-interview (due to non-adherence as mentioned above) shall be entertained.

(C) General Instructions:

- (i) The candidates are once again advised to check their eligibility thoroughly before appearing for the interview to avoid disappointment at later stage. If any discrepancies are found at any stage of the recruitment process, the candidature of the candidate will be immediately cancelled.
- (ii) IRCON shall be free to reject any application at any stage of the recruitment process, if the candidate is found ineligible for the respective post. The decision of IRCON in all matters regarding eligibility of the candidates at all stages of selection and any other matter relating to recruitment shall be final. No correspondence or enquiries shall be entertained by IRCON, in this regard.
- (iii) The candidates are advised to make necessary arrangements for his/her stay/lodging on their own.
- (iv) IRCON will not entertain any request for change of date and time schedule of interview.
- (v) If any of the particulars stated by candidate in the application on verification is found to be incomplete or incorrect or if you are found to have willfully suppressed any material fact/information relevant to the consideration of your case without prejudice to any other action that may be taken in consequence thereof, your candidature will be summarily rejected and you will not be interviewed.
- (vi) IRCON reserves the right of postponing or deferring the date(s) of interview for which necessary intimation will be sent to you in this case. No claims will be entertained against cancellation charges of ticket or otherwise.
- (vii) Canvassing in any form by or on behalf of a candidate will be a disqualification.
- (viii) **The candidates are advised to read the detailed instructions carefully before coming for the interview. No further intimation/ correspondence will be made with the candidates in this regard.**

In case of Doubt/ Query/ Clarification, please mail us at recruitment@ircon.org
