



Important Instructions for candidates appearing in Presentation & Interview for the post of Superintending Engineer

Ref: Advt. No. Estt/NFR/2025/1129 Dated: 12/06/2025

PLEASE CAREFULLY READ THE FOLLOWING INSTRUCTIONS, VIOLATION OF ANY INSTRUCTION WILL RENDER THE CANDIDATE LIABLE TO SUCH ACTION AS THE INSTITUTE MAY DEEM FIT TO TAKE.

• **Schedule of Presentation & Interview for recruitment to the post of Superintending Engineer:**

The Presentation & Interview for the said post shall be held at MANIT Bhopal as per the schedule already uploaded on the Institute's website. **The schedule uploaded on the Institute's website on 28.01.2026 is final** and the same may be accessed through the following link:

[https://www.manit.ac.in/sites/default/files/documents/Recruitment Schedule Feb 2026.pdf](https://www.manit.ac.in/sites/default/files/documents/Recruitment%20Schedule%20Feb%202026.pdf)

• **Selection Process details for the post of Superintending Engineer:**

Details regarding Selection Process for the said post has already been uploaded on the Institute's website and the same can be accessed through the following link:

<https://www.manit.ac.in/sites/default/files/documents/Superintending%20Engineer%202026%20Selection%20Process.pdf>

Candidates are advised to go through the same once again.

• **General Instructions to the candidates:**

- The Institute reserves the right to change the venue, date, time, scheme of the Selection Process etc., in case of any unavoidable circumstances, without any liability on part of the Institute.
- Other important updates/addendum/corrigendum etc. will be uploaded on Institute website and no individual intimation will be provided, hence, candidates are advised to visit the recruitment page on Institute website from time to time for latest updates. MANIT Bhopal will not be responsible for non-intimation of communication due to candidates not checking the updates on the Website regularly.
- No request for change of venue/date/timing for the Selection Process shall be considered under any circumstances.
- Candidates found provisionally eligible for the post are being allowed to participate in the recruitment process on a provisional basis. The final list of Provisionally Eligible candidates is available at the following link:

<https://www.manit.ac.in/sites/default/files/documents/SE%20-%20Final%20List%20of%20PE%20and%20NE.pdf>

For detailed instructions, all provisionally eligible candidates are advised to refer to the Advertisement issued for the said post. All provisionally eligible candidates shall be required to mandatorily submit the requisite documents at the time of Presentation & Interview, as indicated in

the "Remarks" column against their Form/Application Number in the final list uploaded on the Institute website. Failure to submit the requisite documents shall result in disqualification, and the candidate shall not be permitted to appear in the Presentation & Interview under any circumstances.

- In case, it is found at a later stage that the information furnished by the candidate is false or the candidate does not fulfill eligibility conditions, the candidature of such candidates will be cancelled and no correspondence in this regard will be entertained.

Participation in the recruitment process does not confer any right for appointment.

- No correspondence will be entertained from candidates who were found not eligible for the aforesaid post. Any kind of interim queries on Recruitment Process, result or on other aspects already clarified in advertisement and instructions shall not be entertained.
- Travelling and other expenses must be borne by the candidate himself/ herself. The SC, ST & PwBD outstation candidates will be paid to and fro travelling allowance of second-class Railway fare by the shortest route (subject to production of tickets and making claim in prescribed proforma) as admissible under the Rules. However, Travelling Allowance is not admissible to those SC/ST/ PwBD candidates, who are already in service of Central/State Government, Central/State Government Corporation, Public Sector Undertakings, Central/State Autonomous Bodies, Local Government Institutions and Panchayats and those who have availed concession from Railways, if any, for undertaking journey for attending Selection process. Cancellation charges, if any, shall not be entertained.
- **Candidates must carry at least one photograph bearing Identity Proof, in original (such as Driving License, Voter Card, Aadhar Card or any other Identity Card issued by any Govt. Authority) at the venue, failing which they may be debarred from entering the venue.**
- The Candidates are directed to appear in the selection process at their own risk i.e. after verifying that they fulfil the qualifications as prescribed in the Advertisement, and their admission to the process is purely 'provisional'.
- Candidate should report at the Selection Process Venue at least **ONE HOUR BEFORE** the scheduled time.
- Candidates are advised not to bring any valuables /costly items to the Selection Process venue, as safe keeping of the same cannot be assured. The institute will not be responsible for any loss in this regard.
- The candidate must note that his/her admission to the Selection Process is strictly "Provisional".
- MANIT Bhopal shall not be responsible for arrangements concerning boarding and lodging of the applicants. There is a possibility that events as mentioned in the schedule (uploaded on the website of the institute) may go on till late in the evening. Applicants are advised to make arrangements accordingly. Also, timings of the event may change. Hence, applicants may come prepared to stay for an additional day, if required.
- The candidature for presentation & interview will be provisional and subject to verification of original documents at the time of presentation & interview. The candidates are required to report for the said purpose as per the schedule for verification of following documents: -
 1. All Certificates, Degrees and Mark sheets in original in support of your Academic/Professional/Essential Qualifications along with self-attested copies thereof.
 2. Original Certificate (Class 10th mark sheet/certificate) indicating date of birth (Proof of age) along with self-attested copies thereof.
 3. Original SC/ST/OBC-NCL/EWS/PwBD, as applicable, Certificate along with the self-attested copy thereof as per the advertisement and issued by the Competent Authority.
 4. Original experience certificate(s) stating the Grade Pay and nature of duties from the employer, as applicable.
 5. Last Pay drawn certificate (LPC) and 'No Objection Certificate' in original from present

Employer in respect of candidates who are employed in Govt./Semi Government/Public Sector Undertakings/Autonomous bodies in case your application was not routed through proper channel.

6. An original identity card i.e. Voter ID Card/Passport/PAN Card/Driving License (DL)/Aadhar Card/Photo ID Card of PSU State/Central Govt. along with self-attested copy thereof.
 7. Candidates must bring their presentation slides in a pen-drive and keep a copy in their e-mail. The file containing presentation slide must be renamed as Application No./Roll No._Name of Post_First Name (eg. NT01001_Executive Engineer_Deepak).
 8. Affidavit required in case of mismatch of first name, father's name, Surname on various documents.
 9. Certified copies of APARs for the last 05 years duly attested on each page by the present employer (in case of deputation).
- **It may be noted that in the absence of the above documents, the candidate will not be allowed to appear in the presentation & interview under any circumstances.**
- If a candidate is allowed to appear in Presentation & Interview who otherwise does not fulfil the minimum eligibility requirements, the candidate cannot, at a later date, use this as a right to claim that he/she meets the eligibility requirements. The Institute reserves the right not to allow a candidate either for presentation & interview or final selection if it is found that:
- i. Minimum eligibility requirements are not fulfilled.
 - ii. Inadequate proofs / incomplete / false documents have been submitted.
 - iii. Non-submission of SC Certificate
 - iv. Non-submission of valid NOC.
 - v. Any other similar valid reason.
- It will be the responsibility of the candidate to ensure that he/she is eligible as per the Advertisement. The Institute shall not be responsible for any error/omission/commission/suppression of any information provided by the applicants, knowingly or unknowingly, while filling up the application form. In case the applicant gets shortlisted/selected on the basis of incorrect, forged, or fabricated details, his/her candidature shall be liable to be cancelled at any stage of recruitment and appropriate legal action under applicable law shall be initiated against such applicants. The Institute reserves the right to alteration/modification/correction in the list of finally provisionally eligible and finally provisionally not-eligible candidates.
- Candidates are strictly advised to go through all the instructions/ addendums/ corrigendum /advertisement/ notices.
- **Mobile Phones and all such IT Gadgets are banned in the Selection Process venue.**

Sd/-
(Registrar)