

Date: 10.12.2025

Provisional list of candidates recommended for Phase – II screening against the Advt Ref : ITI/CRP/HR/2025/1486 dated 30.08.2025 for the Post of GM - HR	
Sl. No.	Application No.
01	ITI/2025/HR/G9/APPL-40
02	ITI/2025/HR/G9/APPL-23
03	ITI/2025/HR/G9/APPL-14
04	ITI/2025/HR/G9/APPL-22
05	ITI/2025/HR/G9/APPL-28
06	ITI/2025/HR/G9/APPL-36

The above screened in candidates are advised to upload the self-attested copies of following documents **on or before 23:59 Hrs on 17.12.2025** by login to the portal (<https://www.itilttd.in/careers>)

In case the candidate fails to upload the documents on or before the above date, then his/her candidature will be rejected.

**Self-Attested scanned copies (pdf format)** of the following documents to be uploaded in the website:

- Matriculation / Secondary Board Level Certificate/Birth certificate (As proof of age)
- All Mark sheets / Provisional / Final Degree certificates from Matriculation onwards.
- All Year/ Semester-wise Mark sheets and degree certificates of the prescribed qualification.
- Work Experience Certificate in chronological order for present as well as previous employer indicating post held, period of service, pay scale / emoluments and area of experience. In case of PSU / Govt. Employees, indicate revised as well as pre-revised pay scales with period details. Do not include Un Paid Trainee / Teaching / Pre – Qualification Experience.



- Pay Slip/ Salary certificate for the first and twenty fourth month w.r.t position(s) held by the candidate as a proof of latest salary received by the candidate for a period of 2 year containing detailed particulars of Basic Pay, Scale of Pay, Perks etc. / Latest TDS Form 16.

Originals should be produced for verification at the time of interview.

- All proof of experience should be duly certified by the Organization concerned.

*[Handwritten Signature]*  
10 Dec 2025

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- (g) Caste Certificate issued by the Competent Authority in respect of SC/ST category candidates.
- (i) Valid Latest OBC (Non-Creamy Layer) category certificate/ Form of certificate produced by Other Backward classes to apply for appointment to post under Govt. of India (NCL) in respect of OBC-NCL category candidates.
- (j) Valid Income and Asset certificate issued by the Competent Authority in the prescribed format as per Annexure – 1 of DoPT Circular No.36039/1/2019-Esst(Res) dated 31.01.2019 in respect of EWS Candidates.
- (k) Valid disability certificates issued by the Competent Authority in the prescribed format in respect of PwBD category candidates.
- (l) Copy of Service Certificate in respect of Ex-Defence Service personnel.
- (m) In case of candidates from Government / Quasi Government / PSU, '**No objection letter**' from the present Employer has to be produced at the time of interview.

  
10 Dec 2025

