



# Himachal Pradesh Power Corporation Limited

(A State Govt. Undertaking)

Himfed Building, BCS, New Shimla, Shimla-171009.  
Phone: 0177-2670633, 2671831, Fax No.: 0177-2671589  
CIN:U40101HP2006SGC030591



No. HPPCL/P&A/Recruitment/JOA/2022-14337-46

Dated: - 28/12/22

Regd. Letter/ Email  
Call Letter

To

Sh./Smt./Kumari

|   |  |
|---|--|
| 1 | Arun Kumar, S/o Sh. Lachhi Ram, Village Kolka, Tehsil Arki, Distt. Solan, HP-173215.<br>Mob: No. :- 9418648834, email :- vermaanku86@gmail.com.                                      |
| 2 | Rahul Sharma, S/o Sh. LR Sharma, Village Janol, P.O. Rouri Via Totu, Tehsil & Distt. Shimla, HP-171011.<br>Mob. No.:- 9459826561, email:- rsonline94@gmail.com                       |
| 3 | Neha, W/o Sh. Girish, Village Amlehar, P.O. Kherian, Tehsil Dehra, Distt. Kangra, HP-176028.<br>Mob. No.:- 8261832815, email:- bainsneha94@gmail.com                                 |
| 4 | Shefali Rana, D/o Sh. Subhash Chand Rana, Verma Niwas, Village Chalounthi, PO Sanjauli, Tehsil & Distt. Shimla, HP-171006.<br>Mob. No. :- 8219631992 email:- verma.ramesh0@gmail.com |
| 5 | Hitender Singh, S/o Sh. Pritam Singh, V.P.O. Sainwala, Tehsil & Distt. Sirmour, HP-173030.<br>Mob. No. 7018071825, email:- kashyap.hiten@gmail.com                                   |
| 6 | Naman Deep, S/o Sh. Suresh Kumar, Village Duhai Bangwalan, Tehsil Amb, Distt. Una, HP-177109.<br>Mob. No. :- 7018290528 email:- deevnaman@gmail.com                                  |
| 7 | Anchal Thakur, D/o Sh. Madan Lal Thakur, Village Bagna, P.O. Jathia Devi, Tehsil & Distt. Shimla, HP-171011.<br>Mob. No. 8219151275, email:- aanchalthakur1102@gmail.com             |
| 8 | Poonam Kumari, D/o Sh. Pratap Chand, Village Morsu Jhiran, PO Didwin, Tehsil Barsar, Distt. Hamirpur, HP-177401.<br>Mob. No. 9816472416, email:- poonamrana2212@gmail.com            |

Subject: - Regarding Verification of documents for the post of "Junior Office Assistant-Trainee at W-3 Level (Post Code- 843)" in HPPCL on contract basis.

Dear Sir/Madam,

This is in reference to the recommendation dated 05<sup>th</sup> December, 2022, received from HPSSC, Hamirpur, against this office requisition dated 30.07.2020, your name has been recommended for the above post. In context to above, it is informed that the verification of documents for this purpose has been fixed as per details given below;

Date: - 05.01.2023

Time: - 11.00 A.M.

Venue: - HPPCL Corporate Office, BCS, Himfed Building, Shimla

Therefore, you are requested to appear in person for Verification/ Documentation on the said date, time and venue. You are required to bring the **Original** certificates/ documents as per **Annexure-A** essentially for attending the Verification/ Documentation.

You will not have any claim for appointment against this post merely on the basis of this letter. No TA/DA will be paid for appearing on above date.

Sr. Manager (P&A)-cum-  
Chairperson of the Committee

Copy for information and necessary action to:-

- 1) The Sr. Manager (IT), HPPCL, Shimla-9 for uploading on the website of HPPCL.
- 2) The Dy. Manager (Estate), Corporate Office, HPPCL for availability of Conference Hall, on the said Date & Time, along with arrangement of Tea/ Snacks.

Sr. Manager (P&A)-cum-  
Chairperson of the Committee

## Annexure-A

Please bring following original certificates/testimonials along with one set of attested copies:-

1. Matric Certificate.
2. 10+2 certificate.
3. One year Diploma in Computer Science/Computer Application/IT from an Institution affiliated to a recognized Board or University or from a deemed University OR 'O' or 'A' level diploma from NIELIT OR Diploma in Information Technology (IT) from an Industrial Training Institute (ITI).
4. Bonafide Himachali Certificate.
5. SC/ST/OBC/EWS & Antodaya/BPL Certificate.
6. NOC from the Employer, if you are in Govt./ Semi Govt. Services.
7. Any other relevant certificates for the above post.

