



**EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN, CIG MARG, NEW DELHI-110002**

**NOTICE**

**HOLDING OF COMPUTER TEST (QUALIFYING IN NATURE) FOR RECRUITMENT TO THE POST OF JR. MRT & OPTOMETRIST/REFRACTIONIST ON 21<sup>ST</sup> JANUARY, 2018.**

Vide Notice Dated: 23<sup>rd</sup> November, 2017 and 21<sup>st</sup> December, 2017 the **Scheme of Examination of Computer Test (Qualifying in Nature)** for the post of Jr. MRT & Optometrist/Refractionist was notified along with Sample Question Paper of Computer Test with instructions was also uploaded on ESIC website.

It has already been notified vide Notice dated: 21<sup>st</sup> December, 2017 that Computer Test of short listed candidates for the post of Junior Medial Record Technician and Optometrist/Refractionist will be conducted on **21<sup>st</sup> January, 2018 (Sunday)**.

The List of Candidates for appearing in the above test along with details of Centre of Examination and Timing etc. is appended below at **Annexure – A**. The instructions to candidates regarding conduct of Computer Test is also appended below at **Annexure – B**.

As already notified vide Notice dated 23.11.2017 & 21.12.2017 the working knowledge of **computers in respect of PWD candidates, who are unable to type due to their disability**, shall also be assessed by holding a written examination (objective type) comprising of questions related to computer.

**As such all those PWD candidates who are not able to type due to their disability are advised to submit their request for exemption from typing due to their disability and for appearing in the Objective Type Test on Working Knowledge of Computers along with their Disability Certificate to this office by 16.01.2018 via e-mail at [jd-rectthq@esic.in](mailto:jd-rectthq@esic.in) .**

The Admit Card for appearing in the above Test has already been sent to all the short listed candidates via email. In case any of the candidate does not receive his/her Admit Card, he/she may make a request to this office via email at [jd-rectthq@esic.in](mailto:jd-rectthq@esic.in) for issuance of Admit Card. The short listed candidates are advised that they must bring their Photo Identity Proof in Original on the day of Test.

All the candidates are hereby advised to visit ESIC website [www.esic.nic.in](http://www.esic.nic.in) for further updates.

**Dated: 12<sup>th</sup> January, 2018**

**DY. DIRECTOR (RECTT.)**

## List of candidates shortlisted for Computer Test to be held on 21.01.2018 for the post of Junior Medical Record Technician/ Optometrist/Refractionist in ESIC

Sl. No.	Roll No.	AppNo	Post	Region	CName	Reporting Time	Venue of Examination
1	22144370004	3730028076	Optometrist/ Refractionist	DELHI	AKLESH KUMAR	9:00 AM	Office of the Directorate (Medical) Delhi, ESI Scheme, ESI Dispensary Complex, Tilak Vihar, Tilak Nagar, New Delhi - 110018.
2	22006370002	3730003760	Optometrist/ Refractionist	DELHI	ANURAG BHARDWAJ	9:00 AM	
3	22167370007	3730076655	Optometrist/ Refractionist	DELHI	ASHIMA BHARGAVA	9:00 AM	
4	22045370007	3730070169	Optometrist/ Refractionist	DELHI	DHEERAJ KUMAR SHUKLA	9:00 AM	
5	22023370002	3730222436	Optometrist/ Refractionist	DELHI	MEERA KUMARI	9:00 AM	
6	22232430003	4330026347	Junior Medical Record Technician	HARYANA	AJAY SINGH RAWAT	9:00 AM	Office of the Medical Superintendent, ESIC Model Hospital, Sector - 9 A, Gurugram (Haryana) - 122001.
7	22231430013	4330203435	Junior Medical Record Technician	HARYANA	GAURAV TRIPATHI	9:00 AM	
8	22029430002	4330193611	Junior Medical Record Technician	HARYANA	KAMLESH KUMAR BAIRWA	9:00 AM	
9	22164430001	4330011940	Junior Medical Record Technician	HARYANA	KUSUM DAHIYA	9:00 AM	
10	22024430001	4330031050	Junior Medical Record Technician	HARYANA	MANOJ KUMAR	9:00 AM	
11	22232430008	4330008678	Junior Medical Record Technician	HARYANA	MANVEER SINGH	9:00 AM	
12	22232430009	4330084778	Junior Medical Record Technician	HARYANA	MARUT NANDAN	9:00 AM	
13	22024430002	4330054170	Junior Medical Record Technician	HARYANA	MOHIT	9:00 AM	
14	11098430001	4330183460	Junior Medical Record Technician	HARYANA	NIRMAL PREET KAUR	9:00 AM	
15	22047430001	4330150217	Junior Medical Record Technician	HARYANA	NISHTHA SHARMA	9:00 AM	
16	22095430001	4330008841	Junior Medical Record Technician	HARYANA	NUPUR	9:00 AM	
17	22231430001	4330026333	Junior Medical Record Technician	HARYANA	RAJKUMAR YADAV	9:00 AM	
18	22231430004	4330066773	Junior Medical Record Technician	HARYANA	RANJEETH KUMAR G	9:00 AM	
19	22018430004	4330193105	Junior Medical Record Technician	HARYANA	SHIKHA GOYAL	9:00 AM	
20	22231430017	4330144675	Junior Medical Record Technician	HARYANA	SURYA KANT KUMAR	9:00 AM	
21	22231430019	4330048626	Junior Medical Record Technician	HARYANA	VIJAY KUMAR	9:00 AM	
22	22231370004	3730102954	Optometrist/ Refractionist	HARYANA	DINESH ARYA	9:00 AM	
23	11100370002	3730122587	Optometrist/ Refractionist	HARYANA	DINESH KUMAR	9:00 AM	
24	22231370012	3730080395	Optometrist/ Refractionist	HARYANA	IFTEKHAR ALAM	9:00 AM	
25	22231370008	3730101605	Optometrist/ Refractionist	HARYANA	PAVAN KUMAR	9:00 AM	
26	22232370002	3730188577	Optometrist/ Refractionist	HARYANA	REVANTH KUMAR T	9:00 AM	
27	31015370012	3730002779	Optometrist/ Refractionist	MADHYA PRADESH	DEEPAK KUMAR SINGH	9:00 AM	ORLANDO Academy, 20-21, Press Complex, 1st Floor, Above Mahanagar Press, Behind Dainik Bhaskar, A.B. Road, Indore (MP) - 452001.
28	28033370002	3730045770	Optometrist/ Refractionist	MADHYA PRADESH	GULAB SINGH	9:00 AM	
29	30034370004	3730131013	Optometrist/ Refractionist	MADHYA PRADESH	MOHD ASHHAR SAJID HASHMI	9:00 AM	
30	16200370012	3730028196	Optometrist/ Refractionist	MADHYA PRADESH	PRASHANT SHARMA	9:00 AM	ESIC SUB REGIONAL OFFICE, PANCHDEEP BHAVAN, PLOT NO.-9, ROAD NO.-7, MAROL MIDC, ANDHERI (EAST), MUMBAI-93.
31	41105370006	3730030589	Optometrist/ Refractionist	MAHARASHTRA	BIMALANANDA NANDI	9:00 AM	
32	41143370010	3730093712	Optometrist/ Refractionist	MAHARASHTRA	DEEPOM SARAH JOHN	9:00 AM	
33	41143370001	3730012520	Optometrist/ Refractionist	MAHARASHTRA	KURKUTE PRIYANKA PRAKASH	9:00 AM	
34	47177370008	3730026165	Optometrist/ Refractionist	MAHARASHTRA	SATISH	9:00 AM	
35	47177370006	3730082184	Optometrist/ Refractionist	MAHARASHTRA	SHINDE SHAMBALA BHAGVAT	9:00 AM	
36	35122430001	4330102351	Junior Medical Record Technician	WEST BENGAL	RAJAN MAKKAR	9:00 AM	Office of the Medical Superintendent, ESIC Hospital & ODC (EZ), Diamond Harbour Road, Joka, Kolkata - 700104.
37	3730102264	36051370009	Optometrist/ Refractionist	KERALA	PALLAVI SHAJI	9:00 AM	Office of the Medical Superintendent, ESIC Hospital Model & Super Speciality Hospital, Asramam, Kollam, Kerala – 691002.

## Instructions about conduct of the Computer Test on 21.01.2018 for the post of Jr. MRT and Optometrist/Refractionist in ESIC

1. The computer test examines the working knowledge of computer including usage of office suites and database for which questions pertaining to a letter/passage/ paragraph of about 150-200 words in **MS-Word**, Power Point Presentation slides in **MS-Power Point** and Table in **MS-Excel** will have to be answered within the time limits.  
The Sample Question Paper of Computer Test uploaded on ESIC website is indicative only. The actual Question Paper may incorporate different tools, commands, formulas etc. Hence, candidates are advised to familiarize themselves with Microsoft Office – 2003 or above including use of different tools, commands, formulas, inserting Table, Text Box, Charts, Page No., Header, Footer etc.
2. **The computer test will be of 30 minutes duration of total marks of 50.**
3. **The Qualifying Marks in the Computer Test shall be 17 irrespective of marks obtained in each part for all categories.**
4. Candidates shall be provided with a system having required specifications and they should create the files on the desktop of the PC allocated to the candidate.
5. Candidate should mention their **Name, Roll No. & Date** on the **top left side** of each of the page of their individual files pertaining to MS- Power Point (By inserting a Text Box), MS-Word and MS- Excel sheet/work sheet/table.
6. **After the Computer Test is over the candidate must put his signature at the end of the Typed Matter in each page typed by him.**
7. The Power point file created by the candidate should be saved with file name as “**Roll. No.-question- no.**” (For Example: **110036-A.ppt**).
8. The Word file created by the candidate should be saved with file name as “**Roll. No.-question- no.**” (For Example: **110036-B.doc**).
9. The Excel sheet file created by the candidate should be saved with file name as “**Roll. No.-question- no.**” (For Example: **110036-C.xls**).
10. The candidates will be required to take their seat **10-15 minutes before commencement of the Test**. If the computer goes out of order, the candidate should not shout or disturb others, but should remain seated quietly and inform the Invigilator.
11. After completing Computer Test, candidates should not re-type the text. If spare time is available candidates should utilize the time for checking the typescript and making corrections.
12. When the printout of the passage typed by him is given to him he must write his roll no. and name on each page, sign and handover to the invigilator.
13. Immediately after the Computer Test is over, the candidate will have to write in his/her own handwriting one paragraph of about 50-60 words from the passage/text given under Section-B i.e. MS-Word on a separate sheet and will have to put his /her name, Roll No. and signature at the end.
14. Candidate must return the Question Paper along with their scripts/answer sheets to the Invigilator. They should not take either the Question Paper or script/answer sheets or any blank typing paper out of the Examination Hall. Candidates should not tear any sheet given to them.
15. Every candidate will be supplied with a photo bearing attendance Sheet with his/her Roll number. He/she will be required to sign it and put his/her Left Hand Thumb impression before the beginning of the Test.
16. Candidates shall not be permitted to leave the Examination Hall until the expiry of the Test. On completion of test, they shall remain seated at their desks until their scripts/answer sheet are collected and accounted for. They must not type, write or erase after the expiry of allotted time.
17. Silence must be observed in the Examination Hall. Smoking/chewing tobacco in the Examination Hall is strictly prohibited.
18. Any request for change in time/date/centre of the Computer Proficiency test will not be entertained by the ESIC under any circumstance. **Absence from computer test will disqualify the candidate.**
19. **WARNING** : Possession of **PEN DRIVE/MOBILE/CELLULAR PHONES** (whether in use or not) in the examination hall is strictly prohibited. Failure to do so shall invite disciplinary action as the ESIC may deem fit, including cancellation of candidature. Candidates are advised in their own interest not to bring these gadgets to the examination venue as there will be no facility for safe-keeping.
20. Candidates must abide by further instructions, if any, which may be given to them by the Invigilators and Supervisor. If any candidate fails to do so or indulges in disorderly or improper conduct he/she will render himself/herself liable to expulsion from the Test or such other penalty as the ESIC may deem fit.