

NOTICE

Recruitment of Administrative Officer (Generalist & Specialist)-Scale I- 2024-25 **List of Candidates Provisionally Shortlisted for Pre-Employment Medical Examination –** **Contingency List 3**

Further to our notice dated 10.07.2026 whereby the list of candidates who were provisionally shortlisted for Pre-Employment Medical Examination – Contingency List 2 for the post of Administrative Officer (Scale - I) (Generalists & Specialists) was published, the list of candidates who have been provisionally shortlisted for unfilled vacancies resulting from candidates who were absent for the Pre-Employment Medical Examination or declined the offer of employment as of August 7, 2026 is appended below.

The provisionally shortlisted candidates are advised to report at the office specified against their name in the list furnished below as per their convenience for the Medical Test between **17.08.2026 to 19.08.2026 during 11-00 am to 1-00 pm & 2-30 pm to 4-30 pm** on any of the said days (excluding Saturdays, Sundays & Public Holidays) with one Photo-ID (Driving license, PAN Card, Aadhar card, Voter ID, passport, etc.).

The final selection/appointment would be subject to satisfactory medical report and verification of certificates pertaining to age, qualification, caste certificate/ income and asset certificate (in case of reserved category candidates) and disability certificate (in case of PwBD candidates), any other applicable documents/testimonials etc. No travelling expenses shall be paid for appearing in the Pre-Employment Medical Examination.

The applicant should ensure that he/she fulfils the eligibility and other norms mentioned in the recruitment advertisement as on the specified dates and that the particulars furnished by him/her are correct in all respects.

IN CASE IT IS DETECTED AT ANY STAGE OF RECRUITMENT EXERCISE THAT A CANDIDATE DOES NOT FULFIL THE ELIGIBILITY NORMS AND/OR THAT HE/SHE HAS FURNISHED ANY INCORRECT/FALSE/INCOMPLETE INFORMATION OR HAS SUPPRESSED ANY MATERIAL FACTS, THEIR CANDIDATURE WILL STAND CANCELLED. IF ANY OF THESE SHORTCOMINGS ARE DETECTED EVEN AFTER APPOINTMENT, THEIR SERVICES ARE LIABLE TO BE TERMINATED.

Please note that in case any candidate does not report for Pre-employment Medical Examination within **19.08.2026** their candidature would automatically stand cancelled and it will be assumed that they are not interested in the Employment. No further correspondence in this regard will be entertained.

Kindly note that the Recruitment Exercise is subject to order(s)/direction(s), if any, issued by Hon'ble Courts having competent jurisdiction in any case/s subsisting as on date.

Candidates are advised to note the following:

Candidates will be provided with their marks and other relevant information in due course.

Utmost care has been taken while preparing the list of provisionally shortlisted candidates – Contingency List 3, National Insurance Co. Ltd. reserves the right to rectify inadvertent errors and omission, if any.

The list of addresses of the offices for Pre-employment Medical Examination is given as Annexure-I.

Dated: 11th August, 2026.

Sd/-

Deputy General Manager (HR)
Head Office, Kolkata

Hindi version follows.



