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Addendum /Corrigendum--Recruitment of Administrative Officers—Generalists and Specialists -2024

ADDENDUM :

With regards to the specialized streams, the broad topics / syllabus for objective tests to assess technical and professional knowledge in the relevant disciplines are as follows:

Chemical Engineers/Mechatronics Engineers	Risk Management
Chemical Engineers Basics of Chemical Engineering concepts: Principles of Chemical Engineering, Applied Organic Chemistry,Thermodynamics,Heat transfer, Chemical Reaction Engg, Biochemical Engg etc and other basic concepts **Mechatronics Engineers** Basics of Mechatronics Engineering concepts: Material Science and Technology, Control Systems,Analog and Digital electronics, Fluid Mechanics, Instrumentation and Measurement, Embedded Systems,Design of Machine elements, Hydraulics and Pneumatics, Industrial Robotics etc and other basic concepts	Risk Management Process, Risk management objectives, Risk retention and risk transfer, Levels of risk management, Corporate risk management, Management of risk by individuals Financial objective of an insurance Company, performance measurement of insurance company, ALM, Ratio analysis of insurance company, Risk and Return trade off, valuation of assets and liabilities, Technical provision, Risk Margin Financial Risk Management ,Market Risk Measurement and Management ,Credit Risk Measurement and Management,Risk Management and Investment Management,Operational and Integrated Risk Management
Legal	**Finance and Investment**
Constitution of India,Insurance act 1938,Motor Vehicle Act,Consumer protection Act, Arbitration and conciliation act, National legal Service Authority Act Basics of Indian evidence act Basics of IPC Law of Insurance Law of Torts Indian Contract Act/Law of Contracts Basics of Civil Procedure Code	Basics on Financial accounting and accounting principles, ratios, General Insurance Accounting, Income Tax IFRS, GST, Digital ecosystem for payment and collection, Company Law

Automobile Engineers	Data Analytical Specialists
Basics of Automobile Engineering concepts-Automotive Engines, Fluid mechanics and machinery, Electric and Hybrid vehicles, Automotive transmission/Aerodynamics, Computer Integrated Manufacturing system, CAD, Material Science and technology, Vehicle Dynamics, Automotive Pollution and its Control,Etc and other concepts	Data Analysis Process ,Applications of Data Analysis, Data definitions, Data Preprocessing, Data Sampling and its Types, Exploratory Data Analysis, Time Series Data Analysis, Data Analysis Tools

NOTE: THE ABOVE SYLLABUS IS ONLY INDICATIVE IN NATURE AND NOT EXHAUSTIVE. i.e questions may also be from topics not listed above.

CORRIGENDUM:

1.The minimum qualification for the legal specialists is to be read as below:

Sl. No	Discipline	Existing Qualification	Revised Qualification
1.	Legal	Bachelor Degree in law with 60% marks (55% for SC/ST category) from a recognized University or any equivalent qualification recognized as such by Central Government. or Master degree in law from a recognized University or any equivalent qualification recognized as such by Central Government. [3 Years' experience as a practicing lawyer (2 years for SC / ST Candidates) is preferable] **The candidate must be registered with Bar Council of India**	Bachelor Degree in law with 60% marks (55% for SC/ST category) from a recognized University or any equivalent qualification recognized as such by Central Government. or Master degree in law from a recognized University or any equivalent qualification recognized as such by Central Government. [3 Years' experience as a practicing lawyer (2 years for SC / ST Candidates) is preferable] **The candidate must be registered with Bar Council of India / State Bar Council**

2.The updated list of exam centres is as below (Please note as mentioned in the advertisement, the list

of exam centres are only tentative, and in case of non availability of any centre , the company has the right to allot any other centre to the candidate)

1.		**Andaman & Nicobar**
	1.1.	Port Blair
2.		**Andhra Pradesh**
	2.1.	Srikakulam
	2.2.	Guntur/ Vijayawada
	2.3.	Kadapa
	2.4.	Kurnool
	2.5.	Nellore
	2.6.	Rajahmundry
	2.7.	Vishakhapatnam
	2.8.	Tirupati
	2.9.	Kakinada
	2.10.	Eluru
	2.11.	Vizianagaram
3.		**Arunachal Pradesh**
	3.1.	Naharlagun
4.		**Assam**
	4.1.	Dibrugarh
	4.2.	Guwahati
	4.3.	Jorhat
	4.4.	Silchar
	4.5.	Tezpur
5.		**Bihar**
	5.1.	Arrah
	5.2.	Bhagalpur

5.3.	Darbhanga	
5.4.	Gaya	
5.5.	Muzaffarpur	
5.6.	Patna	
5.7.	Purnea	
6.	**Chandigarh**	
6.1.	Mohali	
7.	**Chattisgarh**	
7.1.	Bhilai	
7.2.	Bilaspur	
7.3.	Durg	
7.4.	Raipur	
8.	**Goa**	
8.1.	Panaji	
9.	**Gujarat**	
9.1.	Ahmedabad/Gandhinagar	
9.2.	Anand	
9.3.	Bhavnagar	
9.4.	Mehsana	
9.5.	Jamnagar	
9.6.	Rajkot	
9.7.	Surat	
9.8.	Vadodara	
10.	**Haryana**	
10.1.	Hisar	
10.2.	Faridabad	

	10.3.	Gurgaon
	10.4.	Kurukshetra
	10.5.	Ambala
11.		**Himachal Pradesh**
	11.1.	Bilaspur
	11.2.	Hamirpur
	11.3.	Kullu
	11.4.	Shimla
	11.5.	Solan
	11.6.	Una
	11.7.	Mandi
	11.8.	Kangra
	11.9.	Baddi
12.		**Jammu &Kashmir**
	12.1.	Samba
	12.2.	Jammu
13.		**Jharkhand**
	13.1.	Bokaro
	13.2.	Dhanbad
	13.3.	Hazaribagh
	13.4.	Jamshedpur
	13.5.	Ranchi
14.		**Karnataka**
	14.1.	Bengaluru
	14.2.	Belgaum
	14.3.	Dharwad/Hubli

	14.4.	Gulbarga
	14.5.	Mangalore
	14.6.	Mysore
	14.7.	Shimoga
	14.8.	Udipi
15.		**Kerala**
	15.1.	Alappuzha
	15.2.	Ernakulam/Kochi
	15.3.	Kannur
	15.4.	Kottayam
	15.5.	Kozhikode
	15.6.	Malappuram
	15.7.	Pallakad (Palakkad)
	15.8.	Thrichur
	15.9.	Thiruvananthapuram
	15.10.	Kollam
16.		**Madhya Pradesh**
	16.1.	Ujjain
	16.2.	Sagar
	16.3.	Bhopal
	16.4.	Gwalior
	16.5.	Indore
	16.6.	Jabalpur
	16.7.	Satna
17.		**Maharashtra**

	17.1.	Chhatrapati Sambhaji Nagar
	17.2.	Amravati
	17.3.	Kolhapur
	17.4.	Mumbai/Navi Mumbai/Thane/MMR
	17.5.	Nagpur
	17.6.	Nanded
	17.7.	Nasik
	17.8.	Pune
	17.9.	Satara
	17.10.	Sangli
	17.11.	Chandrapur
	17.12.	Solapur
	17.13.	Latur
	17.14.	Dhule
18.		**Manipur**
	18.1.	Imphal
19.		**Meghalaya**
	19.1.	Shillong
20.		**Mizoram**
	20.1.	Aizawl
21.		**Nagaland**
	21.1.	Kohima
22.		**New Delhi**
	22.1.	Delhi - NCR
23.		**Odisha**
	23.1.	Balasore

	23.2.	Berhampur(Ganjam)
	23.3.	Bhubaneshwar
	23.4.	Dhenkanal
	23.5.	Rourkela
24.		**Puducherry**
	24.1.	Puducherry
25.		**Punjab**
	25.1.	Amritsar
	25.2.	Bhatinda
	25.3.	Jalandhar
	25.4.	Ludhiana
	25.5.	Mohali
	25.6.	Patiala
	25.7.	Phagwara
26.		**Rajasthan**
	26.1.	Ajmer
	26.2.	Bhilwara
	26.3.	Bikaner
	26.4.	Jaipur
	26.5.	Jodhpur
	26.6.	Kota
	26.7.	Sikar
	26.8.	Udaipur
27.		**Tamilnadu**
	27.1.	Chennai
	27.2.	Coimbatore

	27.3.	Madurai
	27.4.	Salem
	27.5.	Thanjavur
	27.6.	Thiruchirapalli
	27.7.	Tirunelvelli
	27.8.	Tiruvallur
	27.9.	Tiruvannamalai
	27.10.	Vellore
	27.11.	Thirupur
	27.12.	Erode
	27.13.	Virudhunagar
	27.14.	Namakkal
	27.15.	Nagercoil
	27.16.	Pudokottai
	27.17.	Kanyakumari
	27.18.	Tuticorin
	27.19.	Cuddalore
	27.20.	Villupuram
28.		**Telangana**
	28.1.	Hyderabad/Rangareddy
	28.2.	Karimnagar
	28.3.	Warangal
	28.4.	Khammam
29.		**Tripura**
	29.1.	Agartala

30.		Uttar Pradesh
	30.1.	Agra
	30.2.	Aligarh
	30.3.	Prayagraj
	30.4.	Bareilly
	30.5.	Ayodhya
	30.6.	Ghaziabad
	30.7.	Gorakhpur
	30.8.	Noida/Greater Noida
	30.9.	Jhansi
	30.10.	Kanpur
	30.11.	Lucknow
	30.12.	Mathura
	30.13.	Meerut
	30.14.	Moradabad
	30.15.	Muzaffarnagar
	30.16.	Varanasi
31.		Uttarakhand
	31.1.	Roorkee
	31.2.	Dehradun
	31.3.	Haldwani
32.		West Bengal
	32.1.	Asansol
	32.2.	Bardhaman
	32.3.	Durgapur

32.4.	Hooghly
32.5.	Howrah
32.6.	Kalyani
32.7.	Kolkata/Greater Kolkata
32.8.	Siliguri

CORPORATE HRM DEPARTMENT