



**कामगार राज्य विमा महामंडळ**  
(कामगार आणि रोजगार मंत्रालय, भारत सरकार)

**कर्मचारी राज्य बीमा निगम**  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)  
**EMPLOYEES' STATE INSURANCE CORPORATION**  
(Ministry of Labour & Employment, Govt. of India)



**क्षेत्रीय कार्यालय/क्षेत्रीय कार्यालय/Regional Office Maharashtra**

पंचदीप भवन, 108, एन. एम. जोशी मार्ग, लोअर परेल, मुंबई-400 013

पंचदीप भवन, 108, एन. एम. जोशी मार्ग, लोअर परेल, मुंबई-400 013

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**No.31-A-36(11)/LDCE/2025/Estt II**

**Date: 02/07/2025**

**Office Order. No. (186) A of 2025**

Regional Director (I/c), Maharashtra has nominated following officers/officials to perform exam duty for Limited Departmental Competitive Examination for promotion to the posts of SSO/Manager Gr II/Office Supdt., Assistant, LDC to be held on 5<sup>th</sup> July 2025 (Saturday) and 6<sup>th</sup> July 2025(Sunday).

**CONTROL ROOM: -**

- 1) 5<sup>th</sup> July 2025 – SRO Marol.
- 2) 6<sup>th</sup> July 2025 - Thadomal Sahani Engineering College, P.G. Kher Marg, 32<sup>nd</sup> Road, TPS-III, Off Linking Road, Bandra(W)-400 050

Sr. No.	Name of Officer/ Officials	Act as	Date
1	Smt. Abhilasha Jha, Regional Director (I/c)	Chief Supervisor	5 <sup>th</sup> July 2025 and 6 <sup>th</sup> July 2025
2	Sh. Rohan Azad, Deputy Director	Supervisor	
3	Smt. Deepa Nair, Supdt., Estt II	Asstt. Supervisor	
4	Sh. Ketan Patil, PA	Asstt. Supervisor	
5	Sh. Somnath Mayekar, Asstt., Estt II	Asstt. Staff	
6	Sh. Tushar Janbandhu, UDC, Estt II	Asstt. Staff	
7	Sh. Piyush Chauhan, MTS, Estt II	Asstt. Staff	
8	Sh. Rajesh Gosia, MTS, Estt I	Asstt. Staff	

**Date: 5<sup>th</sup> July 2025**

**Venue 1: Kamladevi Institute Behind Vitthalwadi ST BUS Depot, Near Vitthalwadi Railway Station, Kalyan(E) – 421 306**

Sr. No.	Name of Officer/Officials	Act as
1	Sh. Sudhakar Singh, Joint Director(I/c), SRO Thane	Venue Supervisor
2	Sh. Sushilkumar Shyamkuwar, Dy. Director	Asstt. Supervisor
3	Sh. Narendra Kumar Mishra, STO	Invigilator
4	Smt. Shital Maijekar, Branch Manager	Invigilator
5	Smt. Nisha Singh, Branch Manager	Invigilator
6	Sh. Mukesh Kumar, SSO	Invigilator
7	Smt. Diksha Kansal, SSO	Invigilator
8	Sh. Gaurav Thakral, SSO	Invigilator
9	Sh. Pramod Shitole, SSO	Invigilator
10	Sh. Rahul Pardeshi, SSO	Invigilator
11	Sh. Surender Kumar, SSO	Invigilator
12	Smt. Maya Nair, Supdt.	Invigilator
13	Sh. Laxman Nimje, SSO	Invigilator
14	Sh. Suresh Mani, SSO	Invigilator

**Date: 5<sup>th</sup> July 2025**

**Venue - 2: ION Digital Zone IDZ Powai Aurum IT Park Morarji Nagar, Near Hotel Ramada, Powai Mumbai – 400 087**

Sr. No.	Name of Officer/Officials	Act as
1	Sh. Sanjeev Kumar, Joint Director(I/c), SRO Marol	Venue Supervisor
2	Sh. Somnath Sudhanshu, Dy. Director	Asstt. Supervisor
3	Kum. Aditi Sarkar, SSO	Invigilator
4	Sh. Nilesh Jadhav, SSO	Invigilator
5	Sh. R. Y. Shinde, SSO	Invigilator
6	Sh. B. H. Khopkar, SSO	Invigilator
7	Smt. Rachana Sharma, SSO	Invigilator
8	Sh. Vinayak Kharat, SSO	Invigilator
9	Sh. Pradeep Kumar, SSO	Invigilator
10	Sh. Nayan Chavan, SSO	Invigilator
11	Sh. Kamal Kishore, SSO	Invigilator
12	Sh. Radheshyam, SSO	Invigilator
13	Smt. Nivedita Singh, SSO	Invigilator

14	Sh. Raju, SSO	Invigilator
15	Sh. Yogesh Chavan, SSO	Invigilator
16	Sh. Nikhil Bharadwaj, SSO	Invigilator
17	Smt. Apoorva Gupta, SSO	Invigilator
18	Sh. Rajat Gupta, SSO	Invigilator
19	Sh. Harsh Pal, SSO	Invigilator
20	Sh. Anil Kumar Thakur, SSO	Invigilator
21	Sh. Kishan Singh, SSO	Invigilator
22	Sh. Teeka Ram Meena, SSO	Invigilator
23	Sh. Narendra, SSO	Invigilator

**Date: 6<sup>th</sup> July 2025**

**Venue:** Thadomal Sahani Engineering College, P.G. Kher Marg, 32<sup>nd</sup> Road, TPS-III, Off Linking Road, Bandra(W)-400 050

Sr. No.	Name of Officer/Officials	Act as	Shift/Time
1	Sh. Niraj Kumar Singh, Dy. Director	Asstt. Supervisor	I - 9.00 a.m.to 9.30 a.m.
			II -1.00 p.m. to 1.30 p.m.
			III – 3.00 p.m. onwards
2	Sh. Vishal Mali, Dy. Director	Asstt. Supervisor	I - 9.00 a.m.to 9.30 a.m.
			II -1.00 p.m. to 1.30 p.m.
			III – 3.00 p.m. onwards
3	Sh. Anil Yumnam, Dy. Director	Asstt. Supervisor	I - 9.00 a.m.to 9.30 a.m.
4	Sh. Niraj Kumar, Asstt. Director	Asstt. Supervisor	I - 9.00 a.m.to 9.30 a.m.
5	Sh. Sankalp Nanda, Asstt. Director	Asstt. Supervisor	I - 9.00 a.m.to 9.30 a.m.
6	Sh. Narendra Kumar Mishra, STO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
			II -1.00 p.m. to 1.30 p.m.
			III – 3.00 p.m. onwards
7	Smt. Madhuri Sarang, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
8	Sh. Manoj Kumar, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.

9	Smt. Ujwala Mohite, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
10	Smt. Anaya Devrukhkar, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
11	Sh. K. K. Janardhanan, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m. II -1.00 p.m. to 1.30 p.m.
12	Smt. Rachana Sharma, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
13	Smt. Ekta Sathe, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
14	Smt. Franzie Gonsalves, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
15	Sh. Yogesh Chavan, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
16	Sh. Siddhesh Chavan, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m. II -1.00 p.m. to 1.30 p.m. III – 3.00 p.m. onwards
17	Sh. Raju, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m. II -1.00 p.m. to 1.30 p.m.
18	Sh. Pramod Shitole, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m. II -1.00 p.m. to 1.30 p.m.
19	Sh. Nikhil Bharadwaj, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m. II -1.00 p.m. to 1.30 p.m.
20	Smt. Amita Kapadia, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
21	Sh. Teeka Ram Meena, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
22	Smt. Apoorva Gupta, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
23	Sh. Harsh Pal, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
24	Sh. Anil Kumar Thakur, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
25	Sh. Madhuri Shivkar, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.
26	Sh. Shashikant Parmar, SSO	Invigilator	I - 9.00 a.m.to 9.30 a.m.

Sr. No.	Protocol Officers
1	Sh.Vishal Mali, Dy. Director
2	Sh. Ketan Patil, PA

Sr. No.	Team of IT Assistant for 6th July 2025
1	Sh. Ajay Salunkhe, RO Mumbai
2	Sh. Mahendra Shelar, RO Mumbai
3	Sh. Nitin Shelke, SRO Thane
4	Sh. Kunal Pednekar, SRO Marol
5	Sh. Nikhil Sawarkar, ESIC Model Hospital, Andheri
6	Sh. Prashant Bodke, ESIC Model Hospital, Andheri

Sr. No.	Team at Gate for checking entry
1	Sh. Saket Nagdeve, SSO
2	Sh. Rakesh, UDC, Estt-II
3	Sh. Brijesh Kumar, UDC, Estt-III
4	Sh. Ajay Lal, UDC, Ins-II

Sr. No.	Refreshment Team
1	Sh. Radheshyam, SSO
2	Sh. Manoj Solanki, MTS
3	Md. Roshan, MTS

Sr. No.	Pre-Preparatory Team for 5th July 2025 at Bandra venue
1	Sh. Saket Nagdeve, SSO
2	Sh. Gaurav Korlekar, Asstt, BEC
3	Sh. Piyush Chauhan, MTS, Estt-II
4	Sh. Rajesh Gosia, MTS, Estt-I
5	Sh. Ajay Salunkhe, RO Mumbai
6	Sh. Mahendra Shelar, RO Mumbai

7	Sh. Nitin Shelke, SRO Thane
8	Sh. Kunal Pednekar, SRO Marol
9	Sh. Nikhil Sawarkar, ESIC Model Hospital, Andheri
10	Sh. Prashant Bodke, ESIC Model Hospital, Andheri

**Schedule of the Examination is as under –**

<b>Scheme of Examination</b>					
<b>Paper</b>	<b>Post</b>	<b>Subject</b>	<b>Date of Exam</b>	<b>Duration &amp; Time</b>	<b>Reporting Time for candidate</b>
I	<b>SSO</b>	ESI Act, Local Office/ Accounts/ Medical / Recovery Manual, Drafting & Office Procedure	05.07.2025	2 Hours 09:00 AM to 11.00 AM	8:00 AM
II		FR/SR/GFR/Pension / Conduct Rules & Book Keeping	05.07.2025	2 Hours 01:00 PM to 03:00 PM	12:00 PM
III		Administrative Law & Principles of Management.	05.07.2025	2 Hours 05:00 PM to 07.00 PM	4:00 PM
IV		Computer Skill Test	06.07.2025	30 Minutes 09:00 AM to 09:30 PM	8:30 PM
I	<b>Assistant</b>	English Language (Objective Type Questions with multiple choice answers)	05.07.2025	2 Hours 09:00 AM to 11.00 AM	8:00 AM
II		ESI Scheme & Office Procedure (Medium: English/Hindi) (Objective Type Questions with multiple choice answer)	05.07.2025	2 Hours 01:00 PM to 03:00 PM	12:00 PM
III		Arithmetic, Mathematical ability, Gen. Mental ability & Gen. Knowledge (Medium: English/Hindi) (Objective	05.07.2025	2 Hours 05:00 PM to 07.00	4:00 PM

		Type Questions with multiple choice answer)		PM	
I	<b>UDC</b>	English Language (Objective Type Questions with multiple choice answers)	05.07.2025	2 Hours 09:00 AM to 11.00 AM	8:00 AM
II		ESI Scheme & Office Procedure (Medium: English/Hindi) (Objective Type Questions with multiple choice answer)	05.07.2025	1.30 Hours 01:00 PM to 02:30 PM	12:00 PM
III		Arithmetic, Mathematical ability, Gen. Mental ability & Gen. Knowledge (Medium: English/Hindi) (Objective Type Questions with multiple choice answer)	05.07.2025	1 Hours 05:00 PM to 06.00 PM	4:00 PM
I	<b>LDC</b>	English, Arithmetic, General Awareness & ESI Scheme (Medium: English/Hindi) (Objective Type Questions with multiple choice answers)	05.07.2025	2 Hours 09:00 AM to 11.00 AM	8:00 AM
II		Computer Skill Test	06.07.2025	30 Minutes 1:00 PM to 1:30 PM	12:30 PM
I	<b>Personal Assistant</b>	General Awareness/Comprehension & writing ability of English Language	05.07.2025	2 Hours 09:00 AM to 11.00 AM	8:00 AM
II		Computer Skill Test	06.07.2025	30 Minutes 1:00 PM to 1:30 PM	12:30 PM
III		Dictation - Speed 100 WPM (1000 Words) Transcription Time 50 Minutes for English and 65 minutes for Hindi	06.07.2025	3:00 PM Onwards	2:30 PM
		Dictation Speed 120 WPM (840 Words) Transcription Time 45	06.07.2025	3:00 PM Onwards	2:30 PM

		Minutes for English and 55 minutes for Hindi			
I		Computer Skill Test	06.07.2025	30 Minutes 1:00 PM to 1:30 PM	2:30 PM
II	<b>Stenographer</b>	(Shorthand speed Test at 80 WPM) Dictation: Speed 80 WPM Transcription Time 65 Minutes for English and 75 minutes for Hindi	06.07.2025	3:00 PM Onwards	2:30 PM

The Officers/Officials deployed for exam duty should be present on 5<sup>th</sup> July 2025 and 6<sup>th</sup> July 2025 by 07:00 A.M. at the aforesaid centres.

[ Rohan Azad ]  
Deputy Director

Copy to:

- 1: JD(I/c) SRO Thane, SRO Marol with the request to bring the same to the notice of the concerned officials.
- 2: Officers/officials concerned of R.O. Mumbai, SRO Thane, SRO Marol.
- 3: P.S. to RD (I/c), R.O. Mumbai
4. CRI Branch / Finance & Accounts Branch / General Branch R.O. Mumbai