

# Jharkhand State Electricity Regulatory Commission

2<sup>nd</sup> Floor, Rajendra Jawan Bhawan-cum-Sainik Bazar, Main Road, Ranchi-834001  
 Website: [www.jserc.org](http://www.jserc.org) Email: [info@jserc.org](mailto:info@jserc.org) [Tel:0651-2330838](tel:0651-2330838) Fax:0651-2330924

## NOTICE

Jharkhand State Electricity Regulatory Commission (JSERC), Ranchi, a statutory body discharging its functions under the provisions of Electricity Act 2003, invites application from eligible candidates for the following posts on Direct Recruitment/Contract/Deputation basis. The format of application attached herewith may be downloaded from the Commission's website. The applications are to be submitted as per instructions given below:

Sl. No.	Name of the post & Pay Band	No. of Posts	Educational qualifications	Desirable qualification & experience.
1.	Director  Pay Band Rs.15600-39100 Grade Pay Rs.7600/-  (Pay Matrix Level as per 7 <sup>th</sup> Pay Commission - Rs.78,800/-)	1 (One)	1. Bachelor's Degree in Electrical/Power Engineering/ Master's Degree in Business Administration/Economics from a recognized University/ Institute of repute.  2. Experience of 10 years in the analogous post.	1. Professional experience of developing tariff modules and commercial analysis & skills in the field of electrical utility. 2. Professional experience of generation, distribution and transmission of electricity in large PSUs with experience of developing electricity tariff. 3. Experience in handling administrative and establishment related matters of Central/State Government Organizations. 4. Experience of arranging meetings and related matters.
2.	Assistant Director (Engineering)  Pay Band Rs.9300-34800 Grade Pay Rs.4800/-  (Pay Matrix Level as per 7 <sup>th</sup> Pay Commission - Rs.47,600/-)	1 (One)	Bachelor's Degree in Electrical/ Mechanical from a recognized University/Institute of repute.	1. Post Graduate Degree/Diploma or MBA in Power Management from recognized university/ institute of repute. 2. Experience of working in Central/ State Govt. Deptt./ undertaking/PSU/Private Sector related to Electricity field 3. Experience of working in Electricity Regulatory Commission (SERC/CERC) 4. Excellent Verbal and Written communication skill. 5. Computer literacy
3.	Assistant Director (Tariff)  Pay Band Rs.9300-34800 Grade Pay Rs.4800/-  (Pay Matrix Level as per 7 <sup>th</sup> Pay Commission - Rs.47,600/-)	1 (One)	Bachelor's Degree in Electrical/ Mechanical/Law from a recognized University/ Institute of repute OR Master's Degree in Economics/ Commerce from a recognized University/ Institute of repute OR CA/ICWA or equivalent	1. Post Graduate Degree/Diploma or MBA in Power Management from recognized university/ institute of repute. 2. Experience of working in Central/ State Government Department/ undertaking/ PSU/ Private Sector related to Electricity field 3. Experience of working in Electricity Regulatory Commission (SERC/CERC) 4. Excellent Verbal and Written communication skill. 5. Computer literacy

4.	Assistant Director (Finance)  Pay Band Rs.9300-34800 Grade Pay Rs.4800/-  (Pay Matrix Level as per 7 <sup>th</sup> Pay Commission - Rs.47,600/-)	1 (One)	Master's Degree in Commerce/Economics from a recognized University/Institute of repute. OR MBA (Finance) from a recognized University/Institute of repute OR CA/ICWA or equivalent	1. Post Graduate Degree/Diploma or MBA in Power Management from recognized university/institute of repute. 2. Experience of working in Central/ State Govt. Deptt./undertaking/PSU/Private Sector related to Electricity field 3. Experience of working in Electricity Regulatory Commission (SERC/CERC) 4. Excellent Verbal and Written communication skill. 5. Computer literacy.
5.	Assistant Director (Administration & Law)  Pay Band Rs.9300-34800 Grade Pay Rs.4800/- (Pay Matrix as per 7 <sup>th</sup> Pay Commission - Rs.47,600/-)	1 (One)	Bachelor's Degree in Science/Arts/Commerce with Law from a recognized University/ Institute of repute.	1. Post Graduate Degree/Diploma or MBA in Public Administration/Law from a recognized university/ institute of repute. 2. Experience of working in Central/ State Govt. Deptt./undertaking/PSU/Private Sector related to Electricity field 3. Experience of working in Electricity Regulatory Commission (SERC/CERC) 4. Excellent Verbal and Written communication skill. 5. Computer literacy
6.	Finance/Accounts Officer  Pay Band Rs.9300-34800 Grade Pay Rs.5400/-  (Pay Matrix Level as per 7 <sup>th</sup> Pay Commission - Rs.53,100/-)	1 (One)	1. Bachelor's Degree in Commerce from a recognized University/ Institute of repute. 2. Experience of 10 years relating to work of State Accounts, Treasury work, Audit, Budget, Pay Register and Records.	1. Experience in Commercial/Govt. Account/Cost Account 2. SOGE/SAS/CA Examination passed and experience of working for minimum 5 (five) years in Central/ State Government organization. 3. Excellent Verbal and Written communication skill.

**General Instruction for recruitment on direct/contract/deputation basis:-**

1. The attached format of the application may be downloaded from the Commission's website viz. [www.jserc.org](http://www.jserc.org) . The applications are to be submitted as per instructions given hereinbelow:-
2. Candidate must mention on the top of envelop "Application for the post of Assistant Director (Finance/Tariff/Engineering/Administration & Law)/ Finance/Accounts Officer on Direct recruitment/Contract/Deputation basis" as applicable.
3. The application in the format is to be submitted to the Secretary, Jharkhand State Electricity Regulatory Commission, 2<sup>nd</sup> Floor, Rajendra Jawan Bhawan-cum-Sainik Market, Main Road, Ranchi-834001 along with self attested copies of certificates/marks-sheets for education qualifications (starting from matriculation), Category, self attested passport size recent photograph and details of experience, if any, through **registered/speed post only so as to reach latest by 15.01.2018.**
4. Applicants in Central/State/UT Government service or in the service of Autonomous/Statutory Body/PSUs/ Corporations etc should apply through proper channel only. The applications of such applicants should be forwarded

along with a “No Objection Certificate” from their parent Department and duly enclosing attested copies of Annual Confidential Reports of last five years and vigilance clearance certificate. However, an advance copy may be sent directly by the candidate to avoid delay and shall produce the above “No Objection Certificate” prior to written test/interview, if called for.

5. The candidates should possess sound health, good moral character and should not have been involved in, or related to any criminal case of any type involving moral turpitude.
6. Incomplete applications or submitted in different format are liable to be summarily rejected. The Commission reserves the right to cancel the applications found incomplete in all respects. Mere fulfilling the eligibility criteria does not entitle the candidate to be considered for selection process.
7. The Commission reserves the right to shortlist the applications and only shortlisted candidates will be contacted/called for written test followed by personal interview.
8. Any lobbying/canvassing would disqualify the candidates.
9. Applications received after last date will not be considered.

**Terms & Conditions for Direct Recruitment:-**

1. The candidates must be above 18 years of age as on 31.12.2017 but not more than the age of 35 years in case of General category, 37 years age in case of EBC (Schedule-I) and BC (Schedule-II) category, 38 years in case of female (General, EBC and BC) and 40 years in case of ST and SC category of candidates. The physically handicapped candidates will get a further age relaxation of five (05) years.
2. The official would be paid minimum of the pay at par with the revised pay scale and the Grade Pay and allowances of the post as per Pay Matrix Level of the 7<sup>th</sup> Pay Commission report.
3. The probation period will be for two years which may be extended for another year. The Commission may terminate the services of the appointees any time during the period of probation.

**Terms & Conditions for Recruitment on Contract basis:-**

1. The upper age limit shall be 62 years. The period of contract shall be one year initially which may be extended for further period in accordance with Chapter-6, Rule 26 of JSERC (Recruitment of officers and staff and conditions of service) Rules 2012 on assessing the performance and conduct but not beyond the age of 65 years.
2. In case an applicant comes on contract after retirement from Government service, then his monthly salary will be last pay drawn minus pension.
3. In case of non-Govt servant, the official would be appointed at the minimum of the pay at par with the revised pay scale and the Grade Pay of the post as per Pay Matrix Level of the 7<sup>th</sup> Pay Commission report.
4. The contract of service is terminable at any time, from either side, on one month's notice or payment of one month's pay in lieu of the notice period.

**Terms & Conditions for recruitment on Deputation basis:-**

1. The period of deputation shall be one year initially, which can be curtailed or extended at the discretion of the Commission.
2. The pay & allowances and other terms and conditions of appointment on deputation basis will be regulated in accordance with Rules of the State Government/Commission.
3. The Commission may consider for absorption of the deputationists, on their option, at the relevant point of time.
4. The deputation of service is terminable at any time, from either side, on one month's notice.

**Enclosures:**

1. Self attested photocopy of following documents:-
  - a) Matriculation Certificate in proof of date of Birth
  - b) Provisional/Original certificate of Graduation/Post Graduation from a recognized University.
  - c) Caste Certificate (in case of reserved category candidates)
  - d) Domicile certificate issued by the competent authority in case of claiming reservation/Handicapped candidates)
  - e) Experience certificate.
  - f) One self attested recent passport size photograph be pasted on the form.
  - g) One self-addressed unstamped envelop of 10x4.5 cm

**Important**

1. Application should be filled up in ENGLISH in the format prescribed.
2. The appointment will be made strictly from the panel of successful candidates prepared on the basis of Merit.
3. The decision of the Selection Committee shall be final and binding on all concerned and no communication shall be entertained.
4. The intimation letter indicating the date and venue for Examination/Interview shall be forwarded to the candidates individually by post.
5. The Commission reserves the right to select the candidates either on direct recruitment or on contract or on deputation.
6. The Commission also reserves the right not to fill above posts without assigning any reason. In the case of such eventuality, the notice of such vacancy shall be treated as cancelled.
7. For the post of Assistant Director (Engineering/Tariff/Finance/ Administration & Law), the Commission also reserves the right to fill the post of one category from the eligible applicant in another category.

Secretary

APPLICATION FORMAT

Self attested recent  
Photograph

Applied for the post of \_\_\_\_\_

1. Name of the applicant (In capital letters): .....
2. Father's Name (in capital letters): .....
3. Present Communication address (In capital letters) along with Telephone/Mobile/E-mail id  
.....  
.....  
Pin.....Mobile No. .... Email id.....
4. Date of Birth: .....
5. Age (as on 01.07.2017): ..... Years..... Months..... Days
6. Sex (Male/Female): .....
7. Marital Status: .....
8. Whether you are domicile of Jharkhand (Yes/No)..... (if yes, proof must be attached)
9. Present designation/post held: .....
10. Parent office address, if any:.....
11. Scale of Pay & Basic pay: ..... (Proof must be attached)
12. Educational and Technical/Professional qualification: .....

a) Academic Qualification (in ascending order, starting from High School onward)  
(Self attested copies of all mark sheets and certificates must be attached)

Sl. No.	Examination passed	Main Subject	Board/University	Year of passing	Percentage of Marks
1	2	3	4	5	6

b) Technical/Professional qualification, if any:  
(Self attested copies of all mark sheets and certificates must be attached)

Sl. No.	Examination passed	Board/University	Year of passing	Percentage of marks
1.	2.	3.	4.	5.

c) Proficiency in Hindi & English:

	Speaking (Level)	Reading (Level)	Writing (Level)
Hindi			
English			

- d) Whether Educational and other qualifications required for the post are satisfied: if any qualification has been treated as equivalent to the one prescribed in the rules, state the authority for the same). Please mention essential and desirable qualification required and possessed by the candidates in the following format. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient:

Qualifications/Experience required		Qualifications/Experience possessed by the applicant
Essential (as applicable to the post)	1)	
Desired (as applicable to the post)	1) 2) 3) 4) 5)	

- e) Please state clearly whether in the light of entries made by you above, you meet the requirements of the post.
- .....

13. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

Office/ Institute/ Organization	Post Held	Nature of appointment whether regular/adhoc, temporary, deputation, contract etc.	Period of service		Scale of pay, basic pay and total monthly emoluments	Nature of duty
			----- From	To		

14. Nature of present employment, i.e. ad-hoc or temporary or permanent: .....

15. In case the present employment is held on deputation/contract basis, please state:

a) The date of initial appointment on deputation/contract basis: .....

b) Period of appointment or deputation/contract: .....

c) Name and address of parent office/Organization to which belong:.....

.....

d) Name, date & pay scale of the post held. ....

.....

e) Name of office/organization and address of present posting.

.....

16. Additional details about the present employment:
  - a) Central Government: .....
  - b) State Government: .....
  - c) Central/State Autonomous Organization: .....
  - d) Central/State Government Undertaking: .....
  - e) Central/State University: .....
  - f) Private Organization.: .....
  - g) If working under (a) to (e), are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised and revised scale of pay.
17. Total emoluments per month now drawn: .....  
(Please attach pay statement/LPC)
18. Whether Publication in technical/professional paper in recognized Technical/ Professional journals: ..... (if yes, proof must be attached)
19. Whether at least one year Experience in Electricity Regulatory Commission (SERC/ CERC) ..... (if yes, proof must be attached.)
20. Whether experience of working in Central/State Govt. Deptt/Undertaking/CPSU/PSU/ Private Sector related to Electricity field. **Year of experience** ..... (if yes, proof must be attached.)
21. Any other information that the applicant may wish to give.....  
(If the space is insufficient enclose a separate sheet)
22. Whether belongs to reserved category.  
(If yes, please state the category viz. SC/ST/OBC) .....
23. Notice period/No. of days likely to be availed for relief  
from parent department on being found fit for appointment .....
24. Remarks, if any. ....

#### DECLARATION

I ..... Son/Daughter/Wife of .....

Solemnly declare that the particulars furnished above are correct to the best of my knowledge and belief. I understand that in the event of any of the particulars of information given herein being found false or incorrect, my candidature for the selection is liable to be rejected or cancelled and in the event of any wrong statement/discrepancy in the particulars being detected at any stage even after appointment my services are liable to be terminated without any notice.

Place: .....

Signature of the applicant

Date: .....

List of Enclosures: