

JHARKHAND STATE ELECTRICITY REGULATORY COMMISSION

Advt No. 294

Date – 16.10.2023

EMPLOYMENT NOTICE

Jharkhand State Electricity Regulatory Commission (JSERC), a statutory body discharging its functions under the provisions of the Electricity Act, 2003 invites application for recruitment of one post of Secretary, one post of Accounts/Finance Officer and one post of Assistant Director (Tariff) for the Commission on Direct/Contract/Deputation basis.

The detailed advertisement is available in the website of the Commission at www.jserc.org. The last date for receipt of application in the Commission is **17.11.2023 till 05:00 P.M.**

By Order of the Commission
Sd/-
Secretary

Jharkhand State Electricity Regulatory Commission

1st Floor, Jharkhand State Housing Board (Old Headquarter), Harmu Housing Colony, Ranchi - 834002

Website: www.jserc.org

Email: info@jserc.org

EMPLOYMENT 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 one post of Secretary, one post of Finance/Accounts Officer and one post of Assistant Director (Tariff) on Direct/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 & Experience (Essential)	Desirable qualification & experience.
1.	Secretary Pay Band Rs.15600-39100 GradePay Rs.7600/- (Pay Matrix Level 12 as per 7th Pay Commission - Rs78,800/-)	1	1. Bachelor Degree from a recognized University. 2. Experience in Central/State Govt. organizations dealing with the problems relating to Management/HRD/Finance/Electrical and/or 10 years experience of working in legal related problems. 3. Experience of 5 years in the analogous post. 4. Demonstrated ability to resolve complex tasks relating to consumer problems. 5. Experience in public relations, managing staff, budgets, projects, and related litigations in courts. 6. Excellent interpersonal relations, writing and verbal communication skill (both Hindi & English) 7. Computer literacy	1. Knowledge and experience of secretarial work including Hindi & English noting, drafting etc. 2. Knowledge and experience in organizational skill including managing and organizing events. 3. Knowledge and experience in regulated industry or with a regulatory body in power sector.
2.	Finance/Account Officer Pay Band Rs.9300-34800 Grade PayRs. 5400/-(Pay Matrix Level as per 7th Pay Commission - Rs.53,100/-)	1	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 5 years regular working experience in central/State Government Organization. 3. Excellent Verbal and Written communication skill.
3.	Assistant Director (Tariff) Pay Band Rs.9300-34800 GradePay Rs.4800/- (Pay Matrix Level as per 7th Pay Commission - Rs.47,600/-)	1	1. Bachelor's Degree in Electrical/Mechanical Engineering from a recognized University/Institute of repute. OR Master's Degree in Commerce/Economics from a recognized University/Institute of repute. OR MBA (Finance or Power Management) from a recognized University/Institute of repute OR CA/ICWA or equivalent 2. A minimum of 3 years working experience at any Electricity Regulatory Commission.	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.

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 . 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 on Direct/Contract/Deputation basis" as applicable.
3. The application in the format is to be submitted to the Secretary, Jharkhand State Electricity Regulatory Commission, Jharkhand State Housing Board (Old Building), Harmu Housing Colony, Harmu, Ranchi - 834002 along with self attested copies of certificates/marks-sheets for educational 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 17.11.2023 till 5:00 PM.**
4. Candidates 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. Preference will be given to the Candidates who have worked in CERC/SERCs.
8. The Commission reserves the right to shortlist the applications and only shortlisted candidates will be called for written test/interview.
9. Any lobbying/canvassing would disqualify the candidates.
10. Applications received after last date will not be considered.

Terms & Conditions for Recruitment on Direct basis:-

1. The age limit will be as per the Jharkhand Government Rules.
 - Internal candidates of the Jharkhand State Electricity Regulatory Commission will get age relaxation upto the number of years already worked in the Jharkhand State Electricity Regulatory Commission.
2. The probation period will be for two years which may be extended on the terms and conditions as provided under clause 12 of JSERC (Officers and Staff Recruitment Rules and Service Conditions) Regulation 2012.

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 & 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 according to the prevalent notification of the Finance Department, Government of Jharkhand.

3. The contract of service is terminable at any time, from either side on one month's notice.

Terms & Conditions for recruitment on Deputation basis:-

1. The period of deputation shall be one year initially, which may 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 after assessing the service of the deputationists.
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 to be pasted on the application form.
 - g) One self-addressed envelope 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. Reservation – as per Government of Jharkhand Rules.
4. In appropriate case the Commission may consider pay protection to the deserving candidates.
5. The decision of the Selection Committee shall be final and binding on all concerned and no communication shall be entertained.
6. The intimation letter indicating the date and venue for Examination/Interview shall be forwarded to the candidates individually by post.
7. The Commission reserves the right to absorb the candidates in regular pay roll of the Commission who join the Commission on Deputation/contract, if his/her services are found satisfactory.
8. 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.

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 **01.10.2023.**):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 <i>(as applicable to the post)</i>	1)	
Desired <i>(as applicable to the post)</i>	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 ----- From To	Scale of pay, basic pay and total monthly emoluments	Nature of duty

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:
Date:

Signature of the applicant

List of Enclosures: