



# JOINT ELECTRICITY REGULATORY COMMISSION

(For the State of Goa and Union Territories)

3<sup>rd</sup>& 4<sup>th</sup> Floor, Plot No. 55-56, Phase IV, Udyog Vihar, Sector 18, Gurugram-122015.

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No: E-50I/4/2020-E-Part(1)

Date: 16/07/2024

## Engagement Notice

### Short term engagement of Advisors & Research Officer (Engg.) on contract basis

1. Joint Electricity Regulatory Commission (JERC) (for the State of Goa & Union Territories), a statutory body constituted by the Ministry of Power, Govt. of India, invites applications, for short term engagement as Advisors, Consultant/Research Officer (Engg.) purely on contract basis. The details of the posts viz. consolidated fee, required qualifications and experience etc. are given below:

S. No.	Category	Consolidated Professional fee*	No. of Positions	Minimum Educational Qualifications
1.	Advisor (Law)	*₹ 1,20,000/- to ₹2,00,000/-p.m consolidate fee	01	Bachelor Degree in Law from a reputed institution/ University
<p><b>Experience:</b> Fifteen years and above working experience in judicial/quasi-judicial body/regulatory/electricity sector, Govt. offices dealing with legal matters.</p> <p><b>Competencies:</b> The candidate should have knowledge of the following:</p> <ol style="list-style-type: none"><li>i. The regulatory framework in the Electricity Sector of India.</li><li>ii. Legislations relevant to power sector specially Electricity Act 2003.</li><li>iii. The policy regime including National Electricity Policy and Tariff Policy of India &amp; other relevant policies issued by the Government of India.</li><li>iv. Knowledge of various judgements of various courts related to power sector</li><li>v. Excellent written and communication skill</li><li>vi. Well versed with e-office and MS Office working</li><li>vii. Other relevant matters related to Power Sector</li></ol> <p><b>Nature of Job:-</b></p> <ol style="list-style-type: none"><li>1. Advising the Commission on legal issues arising out of petitions filed before the Hon'ble Commission, Appellate Tribunal for Electricity or any other Courts in matters related to order passed by the Hon'ble Commission.</li><li>2. Assisting the Commission in drafting petitions, replies, rejoinders, and written submission of orders.</li><li>3. Handling of court cases, appointment of advocates, processing of bills etc.</li><li>4. Processing of File, Notes, Draft Letters, Orders, Contracts, agreements, file &amp; record management etc.</li><li>5. Any other work entrusted by the Commission.</li></ol>				

S. No.	Category	Consolidated Professional fee*	No. of Positions	Minimum Educational Qualifications
2.	<b>Advisor (Administration)</b>	*₹ 1,20,000/- to ₹ 2,00,000/-p.m consolidate fee	01	<b>Bachelor Degree from a reputed institution/ University</b>
<p><b>Experience:</b> Fifteen years and above working experience in the Administration Department/Division of State Electricity Regulatory Commission/ C.E.R.C/Govt. Offices.</p> <p><b>Competencies:</b></p> <ol style="list-style-type: none"> <li>1. The candidate should have knowledge of the framework in the Govt. sector of India, functioning of statutory bodies/autonomous bodies/ Regulatory Commissions etc.</li> <li>2. Excellent written and communication skills</li> <li>3. Strong analytical and interpersonal skills</li> <li>4. Well versed with e-office and MS office working.</li> <li>5. Other relevant matters of appropriate administration of the staff welfare affairs of the Commission.</li> </ol> <p><b>Nature of Job:-</b></p> <ol style="list-style-type: none"> <li>1. Assisting the Commission with the activities pertaining to Establishment and Administrative Matters including government Rules, Regulations and Procedures</li> <li>2. Processing of File, Notes, Draft Letters, Office Orders, Work Orders, Contracts, agreements, file &amp; record management etc.</li> <li>3. Procurement of Goods &amp; Services etc. , Vendor Management, Maintenance of office assets Coordination &amp; Liaisoning with other departments &amp; organisations such as MoP, etc</li> <li>4. Supervision of office support staff and management of vehicle fleet</li> <li>5. Assisting the Commission in preparation of Notices, Policies, Recruitment Rules, etc</li> <li>6. Any other work as assigned by the Commission</li> </ol>				
S.No	Category	Consolidated Professional fee*	No. of Positions	Minimum Educational Qualifications
3.	<b>Consultant/ Research Officer (Engg.)</b>	*Rs. 55,000/- to Rs. 90,000/- per month	01	Graduate Degree in Electrical Engineering with MBA/ PGDM in Power Management or equivalent
<p><b>Nature of Experience</b></p> <p><b>Experience (Essential) :</b> Total post qualification experience ranging between Three to upto Ten years in field of power sector in Regulatory Affairs and/ Or Distribution including Power planning and/ Or transmission and /Or Generation and /or SLDC including load system flow studies and / or Electricity Markets.</p> <p>Proficient in MS Office Tools specially Advanced Excel.</p> <p><b>Competencies:</b> The candidate should be conversant with the regulatory framework in the power sector of India, Roles and responsibilities of Electricity Regulatory Commissions, Regulatory Concepts in Power Sector, Indian Electricity Act- 2003, National Tariff Policy, National Electricity Policy etc.</p> <p><b>Desirable:</b> Candidates having experience of working in Electricity Regulatory Commissions shall have added advantage.</p>				

(\*excluding GST, if applicable)

**2. The General Terms & Conditions of the contract shall be as under: -**

- a. The engagement will be purely on contractual basis and shall be assigned the duties as per requirement of JERC. The engagement as Advisor/Consultant shall not be considered as a case of re-employment.
- b. Normal working hours would be 9.30 A.M to 6.00 P.M (05 days a week) including half an hour lunch break from 01:30 p.m. to 02:00 p.m. The personnel may be called on Saturdays/ Sundays and other Gazetted holidays, and required to be present beyond normal working hours in case of exigencies.
- c. In addition to holidays notified by Central Government, the Advisor /Consultant shall be entitled for Eighteen (18) days leave in a contract year.
- d. The Advisor/Consultant shall not be entitled to any professional fees for the period of absence beyond the entitled leave as above. Any un-availed leave during the contract year shall not be carried forward to the next contract year or qualify for encashment.
- e. The Commission shall reimburse the expenses for the journey undertaken by the Advisors for official work by considering their entitlement equivalent to Level 12 of Pay Matrix as per 7th CPC).
- f. In case of Consultant / Research Officer for official tour within India, the Commission shall reimburse the expenses for the journey undertaken for official work by the RO/Consultant shall be entitled equivalent to Level 7 of Pay Matrix as per 7th CPC.

**3. Duration of Contract:**

- a. The Advisor/Consultant shall be engaged for the period of one year. However, the period of engagement may be renewed, based on the satisfactory performance of the candidate for further period up to one year on each occasion or as per the Regulations in force at that point of time.
- b. At the time of renewal of tenure in deserving cases, the fee can be enhanced as considered suitable by the Commission based on the performance of the Advisor/Consultant during the preceding year as per the extant Regulations.
- c. The engagement would be on full-time basis and the Advisor/Consultant would not be permitted to take up any other assignment during the period of contract with JERC

**4. Payment Terms:** The Advisor/Consultant shall be paid lump sum monthly professional fees on completion of the month on production of bill. TDS shall be deducted as per relevant rules.

**5. Termination of Agreement**

- a. This agreement is liable to be terminated by either party, by mutual consent, by giving 'Thirty days' Notice in writing to the other or Thirty Days consolidated professional fees in lieu of such notice.
- b. In case the Advisor/Consultant is unable to perform the assigned work or the work undertaken by them is not to the satisfaction of the Controlling Officer/Competent authority in JERC, the Advisor/Consultant shall be liable to be terminated after Thirty days' Notice in writing.

- c. In case the Advisor/Consultant, despite notice in para (a) & (b) above, is unable to perform the given assignment to the satisfaction of the Controlling officer/Competent Authority in JERC, the Advisor/Consultant shall be liable to be terminated without any notice without assigning any reason. No notice pay shall be payable by the Commission.
- d. If indiscipline/misconduct is reported/noticed during his/her official duties, their agreement shall be terminated forthwith, without any notice and without assigning any reason. No notice pay shall be payable by the Commission.
- e. In case the Advisor/Consultant is absent from duty, for a period of more than 7 days continuously, without prior intimation/prior sanction, and is not covered under medical emergency, the Advisor/Consultant shall be liable to be terminated without any notice and without assigning any reason. No notice pay shall be payable by the Commission.

#### **6. Secrecy Clause**

- a. All official information, documents etc., whether in physical form or in electronic form, shall be the proprietary ownership of JERC and the Advisor/Consultant shall not disclose the same to any person or persons or firms etc., unless required to do so, in due discharge of the official duties, with prior permission/ approval of the Controlling officer/ Competent authority in JERC.
  - b. The Advisor/Consultant will not utilize or publish or part with, to a third party, any part of the data or statistics or proceedings or information collected for the purpose of their assignments or during the course of, assignment for the JERC without the express written consent of JERC.
  - c. The Advisor/Consultant will maintain highest standards of integrity, transparency, competitiveness, economy and efficiency while working in JERC.
  - d. The Advisor/Consultant so appointed shall in no case represent or give opinion or advice to others in any matter which is adverse to the interest of JERC nor will indulge in any activity outside the terms of the contractual assignment.
- 7.** On pre-mature termination of the assignment, JERC shall pay the Advisor/Consultant, the professional fees for the work performed by him/her till the date of such termination, after deductions, if any.
  - 8.** Engagement under this assignment shall be on a purely contract basis for a limited period only. Such engagement shall not vest any right whatsoever to claim for regular appointment or continued contractual engagement in JERC.
  - 9.** Relaxation in essential qualifications/experience/age may be considered by the Commission in deserving cases.
  - 10.** JERC reserves the right not to fill up all or any of the above positions, without assigning any reasons, whatsoever.
  - 11.** JERC reserves the right either to increase or decrease the number of posts, at any given time, without assigning any reasons, whatsoever.
  - 12.** Consolidated fees and other conditions of service shall be governed by the JERC for the State of Goa & UTs (Appointment of Consultants), Regulation, 2009, 1st Amendment Regulation, 2015 and Second Amendment Regulations, 2023 as amended from time to time. A copy of the regulations is available on the JERC website viz. [www.jercuts.gov.in](http://www.jercuts.gov.in).

**13. Selection Process:**

- a. The Selection process will be based on written examination/interaction before the Consultancy Evaluation Committee for this purpose or as decided by the Commission.
- b. Candidates who fulfill the eligibility criteria or relaxation granted vide Sr. no. 9 above will be shortlisted and called for a written test/interaction.
- c. The final selection of the candidates shall be based on the ranking/merit of the score of the written test/interaction.
- d. Candidates called for written test/interaction would be required to bring original documents relating to qualification, experience etc. These documents shall be examined before the written test/interaction with the Consultancy Evaluation Committee.
- e. No TA/DA shall be admissible for attending written examination and/or interaction for the above-advertised position.
- f. The decision of the Commission shall be final in all cases.

**14.** The application in prescribed format as given in the Annexure - I duly completed and signed and addressed to "The Admin-cum-Accounts Officer, Joint Electricity Regulatory Commission, 3rd & 4th Floor, Plot No. 55-56, UdyogVihar, Phase-IV, Gurgugram-122015 should reach latest by **30<sup>th</sup> August, 2024**. Applications should be sent by post or submitted personally at the Commission's Office or by E- mail to aao.jercuts@gov.in followed by a signed hard copy by post. The application submitted in the prescribed format shall only be accepted. Applications received in this Commission after the due date and without the requisite documents or incomplete in any manner shall be liable to be summarily rejected.

Sd/-  
Admin-cum-Accounts Office

**Encl: Format at Annexure-I**

## APPLICATION FOR THE POST OF \_\_\_\_\_

## Format

## I. Personal Details:

1. Name
2. Gender
3. Date of Birth  
(Please attach proof of age)
4. Father's Name
5. Marital Status
6. (a) Present Address  
(b) Permanent Address
7. Tel. No./Mobile No./E-mail I.D.
8. Post applied for
9. Last Pay Drawn (Attach proof)
10. Approximate time required to join the duties, if selected

Recent  
passport size  
colour photo

## II. Academic/Professional Qualification

- a) Graduation Level and above (Attach self-attested copy of certificates)

Course/ Degree and No. of years	Institute/ University/ College	Year of Passing	Regular/ Distance education	% of marks	Subject specialized	Achievements, if any

## III. Experience

(Attach self-attested copies of experience certificates in chronological order.) Enclose a separate sheet, duly authenticated by your signature, if space is insufficient

Organization/ Institute/ Office	Post held	Period		No. of years and months	Description of duties/ Experience	Remarks
		From	To			

## IV. Other Details: Additional Information/ specific professional achievement/ contribution

- V. Please state why you think that you are suitable for the post in 100 words in context to the profile sought by the Commission for the post. (Enclose a separate sheet, if space is insufficient).
- VI. I declare that the above information furnished by me are true and correct to the best of my knowledge & belief.

Date:

(Signature of the Candidate)

Place: