



संयुक्त विद्युत विनियामक आयोग (गोवा राज्य और संघ शासित प्रदेशों के लिए) Joint Electricity Regulatory Commission (for the State of Goa & Union Territories)	
2nd Floor, Vanijya Nikunj, HSIDC office Complex Udyog Vihar Phase -V, Gurgaon, Haryana -122016 Tel 0124-2875302, FAX 0124-2342853	2 तल, वाणिज्य निकुंज, एचएसआईआईडीसी कार्यालय परिसर उद्योग विहार फेज-V, गुडगांव, हरियाणा -122016 दूरभाष 0124-2875302, फैक्स 0124-2342853

VACANCY CIRCULAR

File No. 1/3/PPS/PS/2017-JERC

Date : 22nd Aug.2017

Joint Electricity Regulatory Commission (JERC) (for the State of Goa & UTs), a statutory body constituted by the Ministry of Power, invites applications from the officers under the Central Government /State Government/Union Territories/ Public Sector Undertakings/ Autonomous Bodies, for appointment on deputation on Foreign Service terms basis for the following posts. The details of the posts viz. scale of pay, required qualifications/qualifying service and experience etc. are given below:-

Sl. No	Name of the Post	Pay scale Pay Band with Grade Pay	No. of Posts	Minimum Educational Qualifications	Nature of Experience	Qualifying Service
1	Principal Private Secretary	PB-3-Rs. 15600-39100 Grade pay of Rs. 6600/- (Level 11)	01	1. Must be Computer literate, proficient in using MS Office 2. Candidates with Shorthand Skill and a speed of 120 wpm will be preferred	Working as Secretariat Staff	Officers working under Central Government /Union Territories /Public Sector Undertaking/ Autonomous Bodies. I. Holding analogous posts on regular basis; or II. With 5 years regular service in the scale of Rs. 9300-34800/- + GP Rs.5400 or equivalent; or III. With 6 years regular service in the scale of Rs. 9300-34800/- + GP Rs. 4800 or equivalent; or IV. With 7 Years regular service in the scale of Rs.9300-34800/- + GP Rs.4600 or equivalent; or V. With 8 Years regular service in the scale of Rs.9300-34800/- + GP Rs. 4200 or equivalent

2	Private Secretary	PB-2 Rs. 9300-34800 with GP 4600/- (Level 7)	02	Must be Computer literate, proficient in using MS Office	Working as Secretariat Staff	Persons working under Central Government/State Government/ Union Territories/ Public Sector Undertakings/Autonomous Bodies:- i) Holding analogous posts on regular basis; or ii) With 6 years regular service in the scale of Rs. 9300-34800 + Rs. 4200 GP or equivalent; or iii) With 8 Years regular service in the scale of Rs. 5200-20200 + Rs. 2800 GP or equivalent.
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2. The general terms & conditions are as under :

- i) Pay and Allowances shall be as applicable to the Central Government employees from time to time.
- ii) The appointment on deputation on foreign services terms basis shall be made initially for a period of three years.
- iii) Persons appointed in JERC shall be governed by the general terms and conditions laid down in JERC (Recruitment, Control and Service Conditions of Officers & Staff) Regulations, 2009, copy of which is available on the JERC website and DoPT O.M. No. 6/8/2009-Estt. (Pay-II) dated 17th June, 2010 as amended from time to time.
- iv) The age of the candidate shall not exceed 56 years as on 03/10/2017.

3. The application in the prescribed format as given in the annexure, duly completed and signed, addressed to the "The Secretary, Joint Electricity Regulatory Commission , 2nd floor, HSIIDC Office Complex Udyog Vihar, Phase- V. Gurgaon- 122016" should reach latest by 03/10/2017. The application must be routed through proper channel and only applications in the prescribed format shall be accepted. While forwarding applications, photocopies of ACRs of the last five years and Vigilance Clearance Certificate of the candidates concerned should also be forwarded. Applications received in the office of this Commission after the due date i.e. 03/10/2017, and without the requisite documents shall be summarily rejected.


SECRETARY, JERC

Encl: Annexure I

1. Website of the Commission
2. Ministries / Departments of the Govt. of India. (As per standard distribution list).
3. All the State Governments & UTs.
4. Secretary of SERC/ JERC /CERC.

BIO-DATA PROFORMA

POST APPLIED FOR					
1	a) Name b) Present Designation c) Office Address d) Residential Address e) Tele Ph. No. f) Mobile No.				
2	Date of Birth (in Christian era)				
3	Date of retirement under Central/ State Government rules				
4	Educational Qualification				
5	Whether Educational and other qualifications required for the post are satisfied (If any qualification been treated as equivalent to the one prescribed in this rule, state the authority for the same)				
Qualification / Experience required			Qualification / Experience possessed by the officer		
Essential	1. 2. 3.				
Desired	1. 2. 3.				
6	Please state clearly whether in the light of entries made by you above, you meet the requirements of the post				
7	Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient				
	Post Held	From	To	Scale of pay and basic pay (Pay in Pay Band and with Grade Pay)	Nature of duties
8	Nature of present employment, i.e ad hoc or temporary or permanent				
9	In case the present employment is held on deputation/ contract basis,				

	<p>please state</p> <p>(a) The date of initial appointment</p> <p>(b) Period of appointment on deputation/ contract</p> <p>(c) Name of the parent office/ organization which you belong</p>	
10	<p>Additional details about present employment:- Please state whether working under</p> <p>(a) Central Government</p> <p>(b) State Government</p> <p>(c) Autonomous organization d) Government undertakings</p>	
11	<p>Are you in revised scale of pay? If yes, give the date from which the revision took place and also indicate the prerevised scale</p>	
12	<p>Total emolument per month now drawn</p> <p>a) Basic Pay</p> <p>b) Grade Pay</p> <p>c) DA @ %</p> <p>d) HRA</p> <p>e) TA</p> <p>f) Any other allowances</p>	
13	<p>Additional information, if any, which you would like to mentioned in support of your suitability for the post. Enclose a separate sheet, if the space is insufficient</p>	
14	<p>Whether belongs to SC/ST</p>	
15	<p>Remarks.</p>	

Date:-

Signature of the candidate
Address