

CENTRAL ELECTRICITY REGULATORY COMMISSION
3rd & 4th Floor, Chanderlok Building, 36, Janpath, New Delhi - 110 001
Tele:23353503 Fax :23753920
Website : www.cercind.gov.in

No. 2/2(6)/2011- Estt. /CERC

Dated 20th October, 2011

VACANCY CIRCULAR

Central Electricity Regulatory Commission (CERC), a statutory body constituted under an Act of Parliament, invites applications for filling up of a few existing vacancies on deputation on foreign service terms/ short-term contract basis from the employees of Central/State Governments, Public Sector Undertakings, Autonomous Bodies, Universities, Recognized Research Institutions etc. The details of posts like scales of pay, required qualifications /qualifying service and experience etc. are given in Annexure-I

2. The general terms & conditions are as under:-

i)	Apart from basic pay and grade pay, the posts carry dearness allowance, HRA, Transport Allowance etc, at the rates applicable to Central Govt. employees from time to time.
ii)	Fixation of pay/deputation (duty) allowance shall be governed by the instructions issued by Deptt. of Personnel & Training from time to time.
iii)	Unless extended further, the facility of allotment /retention of Government Accommodation was permitted up to 11-10-2011 and the matter has already been taken up for further extension. However, as per CERC (Leased Accommodation) Regulations, 2007, Leased accommodation for lease rental up to 60% of Basic pay and Grade pay can be permissible subject to the conditions laid down therein.
iv)	The posts mentioned in Annexure-I are exempt from the principle of immediate absorption except the post of Private Secretary. Hence candidates from Ministries/Deptt. cannot apply for the posts of Private Secretary. Candidates appointed against the two posts of Private Secretary circulated under this circular shall not be considered for permanent absorption in CERC.
v)	Medical re-imburement through Authorized Medical Attendants is admissible as per the CERC (Indoor/Outdoor Medical facilities) Regulations, 2005. This is in lieu of the CGHS benefits which are not admissible to CERC employees.
vi)	The normal period of deputation is five years.
vii)	Persons appointed to CERC shall be governed by the terms and conditions of DOP&T O.M. No. 6/8/2009-Estt (Pay-II) dated 17 th June, 2010 read with Central Electricity Regulatory Commission (Recruitment, Control and Service Conditions of Staff) Regulations, 2007 as amended from time to time.

:2:

viii)	CERC reserves the right to increase/decrease the No. of vacancies and also to keep any or all of the posts unfilled depending on the circumstances prevailing at the time of selection.
ix)	Copy of all the regulations mentioned above are available in the CERC's website.
x)	Mere fulfilling eligibility criteria shall not bestow any right to be called for interaction. Only short- listed candidates shall be called for an interaction.
xi)	Relaxation in essential qualifications / experience can be considered by the Competent Authority in deserving cases.

3. Applications in the prescribed format as given in Annexure-I, duly completed and signed, alongwith attested photocopy of all relevant documents in support of age, educational qualifications, experience, caste etc. may be forwarded to the **Assistant Secretary (P&A), Central Electricity Regulatory Commission, 3rd & 4th Floor, Chanderlok Building, 36, Janpath, New Delhi - 110001 by 21st November, 2011.** The applications must be routed through proper channel and the applications which are not in prescribed format shall not be accepted. The sponsoring authorities are requested to forward the applications of eligible & interested candidates whose services can be spared in the event of their selection. While forwarding applications, attested copies of latest five years Annual Confidential Reports/Annual Performance Appraisal Reports and updated vigilance clearance certificate of the candidates concerned may be enclosed.

(Ramanuj Dey)
Assistant Secretary (P&A)

Encl: - Annexure I & II

To

1. All Ministries /Department of the Govt. of India
(as per standard distribution list)
2. All the State Governments/State Electricity Regulatory Commissions/State Utilities/PSUs/Autonomous Bodies/Universities/Recognized Research Institutions etc.

Annexure-I to CERC's vacancy circular No. 2/2(6)/2011- Estt./CERC dated 20th October, 2011

Category No.	Name of post	Pay Band with Grade Pay	No. of Post	Qualifications, Experience etc.
01	Integrated Financial Adviser	Rs.12000-375-18000 (pre-revised) Revised to PB-3 Rs.15600-39100 plus Grade Pay of Rs. 7600/- per month.	01	<p>Graduate Degree in Commerce, Preferably passed SAS or equivalent examination:</p> <p>Qualifying Service:- i) Holding analogous posts on regular basis; or ii) With 3 years regular service in the scale of Rs.10000-15200 (pre-revised) or equivalent; or iii) With 7 years regular Service in the scale of Rs.8000-13500 (pre-revised) or equivalent.</p> <p>Nature of Experience : Having knowledge/experience of Central Government accounting procedure such as the procedural details for budget and expenditure control, drawing and disbursement, receipts and payments, statutory recoveries, deposits etc. their accounting and financial control etc. and also knowledge of Financial Rules/Regulations including General Financial Rules (GFR), Delegation of Financial Power Rules, Fundamental Rules/ Supplementary Rules (FR/SR) and of the rules and orders concerning financial matter.</p>
02	Assistant Chief (Accounts)	Rs.10000-325-15200 (pre-revised) Revised to	01	Bachelor's Degree, preferably passed SAS/JAO (Civil) examination or equivalent.

		PB-3: Rs.15600-39100 plus Grade Pay of Rs. 6600/- per month.		<p>Qualifying Service :-</p> <p>i) Holding analogous post on regular basis; or</p> <p>ii) With 4 years regular service in the scale of Rs.8000-13500 (pre- revised) or equivalent; or</p> <p>iii)With 5 years combined regular service in the scale of Rs.7500-12000 and Rs. 7450-11500 (pre-revised) or equivalent or</p> <p>iv) With 6 years regular service in the scale of Rs.6500-10500 (pre-revised) or equivalent.</p> <p>Nature of Experience: Having knowledge of Central Government Accounting procedure such as the procedural details for budget, drawing and disbursement, receipts and payments, statutory recoveries, funds etc., their accounting and the financial control.</p>
03	Assistant Chief (Finance)	Rs.10000-325-15200 (pre-revised) Revised to PB-3: Rs.15600-39100 plus Grade Pay of Rs. 6600/- per month.	01	<p>MBA in Finance OR Certified Chartered Accountant OR Certified Cost Accountant - preferably with Engineering Degree.</p> <p>Qualifying Service:-</p> <p>i) Holding analogous post on regular basis; or</p> <p>ii) With 4 year's regular service in the scale of Rs.8000-13500 (pre- revised) or equivalent; or</p> <p>iii) With 5 year's combined regular service in the scale of Rs.7500- 12000 and 7450-11500 (pre-revised) or equivalent or</p> <p>iv) With 6 year's regular service in the scale of Rs.6500- 10500 (Pre-revised) or equivalent.</p>

				<p>Nature of Experience :- Tariff formulation or cost analysis or financial management.</p> <p>Desirable :- Having dealt with matters relating to Regulatory Commission, thorough knowledge and understanding of the electricity sector, especially regulatory reforms etc.</p>
04	Private Secretary	Rs.9300-34800 Plus Grade Pay of Rs. 4600/- per month.	02	<p>Officers of Autonomous Bodies, Public Sector Undertakings, Universities, Recognized Research Institutions etc.:-</p> <p>Qualifying Service :-</p> <p>i. Holding analogous posts on regular basis; or ii. With 3 years regular service in the scale of Rs. 5500-9000 (pre-revised) or equivalent; or iii. With 6 years regular service in the scale of Rs. 5000-8000 (pre-revised) or equivalent or iv. With 8 years regular service in the scale of Rs. 4500-7000 (pre-revised) or equivalent.</p>
				<p>Nature of Qualification/ Experience Must be computer literate, proficient in using MS-office Working as Secretariat Staff.</p>

BIO - DATA PRO FORMA

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 qualifications	
5	Whether Educational and other qualifications required for the post are satisfied (<i>If any qualification been treated as equivalent to the one prescribed in the rules, state the authority for the same</i>)	
Qualifications/Experience required		Qualifications/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. <i>(Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient)</i>					
	Office/Instt./Orgn.	Post held	From	To	Scale of pay and basic pay(Pay in Pay Band with Grade Pay)	Nature of duties
						<i>(Use separate sheet if necessary)</i>
8	Nature of present employment, i.e. ad hoc or temporary or permanent or on deputation basis.					
9	In case the present employment is held on deputation/contract basis, please state (a) The date of initial appointment (b) Period of appointment on deputation/contract (c) Name of the parent office/organization which you belong					
10	Additional details about present employment :- Please state whether working under (a) Central Government (b) State Government (c) Autonomous organizations (d) Government undertakings (e) Universities					
11	Are you in Revised scale of pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale					
12	Total emoluments per month now drawn a) Basic Pay b) Grade Pay c) DA @ %					

	d) HRA e) TA f) Any other allowances	
13.	Additional information, if any, which you would like to mention in support of your suitability for the post. (<i>Enclose a separate sheet, if the space is insufficient</i>)	
14.	Whether belongs to SC/ST	
15.	Remarks(if any)	

Signature of the candidate

Date:

Certificate by the employer

- a) The date of birth, qualifications, experience and other details furnished by Shri / Smt _____ indicated at Sl. No. 1 to 15 in bio-data proforma have been verified and found as per service records of the officer.
- b) The integrity of Sri / Smt. _____ is beyond doubt.
- c) No vigilance or disciplinary case is either pending or contemplated against the officer concerned.
- d) CERC will be informed at the earliest, if any vigilance or disciplinary proceeding is initiated or contemplated against the officer after his/her application is forwarded.
- e) Up-to date ACR/APAR dossier of the concerned officer for the past five years is enclosed herewith, or will be forwarded within the due date.

(Signature of the employer)

(To be signed by an officer not below the rank of Under Secretary to the Govt. of India verifying the facts and figures contained in the bio-data of the candidate)

