

INVITES

APPLICATIONS FOR THE POST OF VIDYUT SAHAYAK (JUNIOR ASSISTANT).

Uttar Gujarat Vij Company Limited (UGVCL), subsidiary of GUVNL (erstwhile GEB), ISO-9001:2008 Company and recipient of National Gold Shield for its excellent performance in power distribution during 2010-11, having consumer-base of around 32 Lacs, annual turnover of financial year 2015-2016 is Rs. 8287 Crores and manpower strength of more than 8200, invites applications from young, dynamic and result oriented Vidyut Sahayak (Junior Assistant) for a challenging career with excellent growth opportunity.

ATTENTION APPLICANTS

Only online applications will be permitted on the Company's Website www.ugvcl.com between 00.00 hours on 16-06-2016 till 24.00 hours on 06-07-2016. And fees payment link will be open till 24.00 hours on 08-07-2016.

VIDYUT SAHAYAK (JUNIOR ASSISTANT)

1. **QUALIFICATION:**

Graduate having BA, BCom, BSc, BBA, BCA from UGC recognized University with minimum 60% marks for UR category candidates and 55% for SC, ST, SEBC & UR-EWS category candidates.

5% relaxation for widow candidate in respective category.

Above percentage marks is to be calculated of Final Year OR Aggregate of last two semesters.

Requirement of percentage mentioned as above is to be considered as exact percentage and no rounding-up percentage shall be considered for eligibility.

2. **AGE LIMIT: (As on the date of issuance of the advertisement-i.e. 16/06/2016):**

30 Years for UR (Unreserved) category candidates and 35 years for SC, ST, SEBC & UR-EWS (Reserved) category candidates. 05 years relaxation is granted in upper age limit to female candidates in each respective caste whereas limit to PH candidates is 40 years. Ex-Serviceman is 40 year. Dependent of retired employee of GUVNL and its subsidiary company is up to 40 years. However, the upper age limit shall not be applicable in case of departmental candidate.

3. **REMUNERATION:**

Fixed remuneration for 1st, 2nd and 3rd year would be Rs.7800/-, Rs.8550/- and 9300/- respectively per month. No other allowance or benefits would be admissible except coverage under Personal Accident Policy, Reimbursement of TA/DA as per category of Junior Assistant and will be eligible for 12 casual leaves in a year.

4. **SCOPE OF CAREER DEVELOPMENT / PROSPECTIVE:**

The selected Vidyut Sahayak (Junior Assistant) shall be appointed initially for the period of three years and may be considered for appointment to the post of Junior Assistant on regular establishment, in the pay scale of Rs.9700-21710 subject to completion of 03 year lock in period satisfactorily.

5. **VACANCIES:**

Approx.88(+) Nos. Of Vacancies

SC		ST		SEBC		PH		UR	
Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
00	00	04	02	18	09	05	02	32	16

(Projected vacancy up to 31/03/2017 is: 110)

Above Nos. of vacancies may be varied depending on circumstances.

10% reservation for Unreserved Economically Weaker Sections (UR-EWS) is applicable as per the Ordinance No.01 dated.01/05/2016 by Government of Gujarat

General terms & conditions:

1. The management reserves the right to shortlist, select or reject any candidates for written test / Oral / Interview as the case may be for selection.
2. The management reserves right to cancel entire selection process at any time at its sole discretion, without assigning any reasons thereof.
3. The entire result of Examination shall be automatically expired upon completion of one year from the date of publication of the result.
4. Candidate is required to submit online application compulsorily.
5. Candidate has to submit the print out of application along with requisite documents compulsorily. If the candidate submit the online application, but does not forward the hard copy of application with requisite documents along with online receipt of required amount (fees) OR Original Demand Draft of Nationalised Bank (fees) of required amount, then such candidature will be treated as cancelled automatically.
6. The application will be rejected, if it is not in conformity with given proforma, incomplete, illegible, unsigned or without requisite documents and application fees whichever applicable or received after closing date, then without assigning any reasons thereof and in all such events the fees received by DD OR fees paid through online will not be refunded.
7. Copy of School Leaving Certificate is must for Birth date / Age verification.
8. The candidate who has obtained grades in his graduation shall have to submit a certificate issued by University / Institute specifying percentage equivalent to the grade obtained by him along with decimals with his/her application.
9. Applications will be shortlisted as per Company's requirement & only shortlisted candidates will be called for written test / interview as case may be on the base of percentage of academic year.
10. Minimum passing mark in written test is 35.
11. **The candidates have to pay their fees ONLINE through Credit / Debit Card, Net Banking OR Demand Draft from Nationalised Bank in favour of "UGVCL, Mehsana".**
UR/SEBC/PH/UR-EWS Category Candidates have to pay of Rs. 500/- whereas SC/ST Category Candidates have to pay of Rs. 250/-.
In case of ONLINE payment, if the acknowledgement of fees payment is not received then in such cases wait until the next 48hrs to get succeed the transaction. Do not pay the fees again if fees amount is once deducted from your bank account and do not apply again. Transaction Charges if any in case of online fees payment will have to be borne by applicant.
In case of DD, the candidate has to write down his/her Name & Confirmation number on the back side of the Demand Draft. Demand Draft OR online payment amount towards application form fee, processing and scrutiny fee which is non-refundable.
12. The candidates have to send the receipt of online payment OR Original Demand Draft of Nationalized Bank along with application.
13. Knowledge of Gujarati, English languages & Computer awareness are essential.
14. Physically Handicapped (PH) candidates shall have to submit latest certificate of Civil Surgeon indicating existing percentage of physical disability.
15. Candidates should have sound health. Candidates with myopia and hypermetropia exceeding +/- 4.00D need not apply. Squint and colour blindness (partial or full) is disqualification for the post.
16. Reservation in seat quota will be maintained as per prevail rules in GUVNL and its Subsidiary Company.

17. Woman and Widow Policy apply as per GUVNL Circular No. GUVNL/ RVCELL/2015/1603 DTD. 28/07/2015. Widow candidates have to submit Affidavit on non judicial Stamp paper of Rs.20/-. The format for the same is attached herewith.
18. Caste certificate issued by Competent Authority of Government of Gujarat State only will be considered as valid.
19. SEBC candidates shall have to submit Non Creamy Layer Certificate (issued in Gujarati-પરિશિષ્ટ-ક (ગુજરાતી)) on or after dated 01.04.2015 and caste certificate issued by Competent Authority of Gujarat State to be considered under SEBC category. (Non-Creamy Layer Certificate issued in English for OBC (other backward class) shall not be considered valid)
20. UR-EWS (Unreserved Economically Weaker Sections) candidates shall have to submit the Certificate (issued in Gujarati-પરિશિષ્ટ-અ (ગુજરાતી)) issued by Competent Authority of Gujarat State.

Note: - UR-EWS criteria shall not be applicable to Non Gujarati candidate.

21. The selected candidates shall be posted in field offices i.e. Sub Divisional Offices under the jurisdiction of UGVCL and shall be assigned work of Meter Reading, Billing, Cash Collection and other back Office operations without Gender bias.
22. The candidate selected for the post, shall not be transferred from UGVCL to any other subsidiary Company of GUVNL.
23. Candidate, who is applying against any reserved quota as narrated above, may write the same in application form in respective column.
24. Mere submission of application does not guarantee the adequacy of candidature for being considered for the selection process.
25. Departmental candidates meeting with the qualification / experience criteria as prescribed can also apply through proper channel and compete with the external candidates.
26. If candidate is a Govt. servant or working in a Semi Government or Public body, application should be forwarded through proper channel along with “No Objection Certificate” from the concerned Organization, failing which candidature will be treated as disqualified.
27. The selected candidate shall have to produce relieving Order from the previous Employer at the time of resuming his duty.
28. UGVCL will not be responsible for any postal loss/delay in receipt of application at Regd. & Corporate Office, Mehsana.
29. The syllabus of the competitive exam will be as under
There will be 04 sections in Multiple Choice Question paper having approximate equal weightage for each section:

Section - I	General Knowledge	20%
Section - II	English Language	20%
Section - III	Maths & General Science	20%
Section - IV	Analytical & Logical Reasoning	20%
Section - V	Computer Knowledge	20%

“The question paper will be in English and Gujarati language”

30. Canvassing in any form shall debar the candidate from selection.
31. No any travelling fare will be paid to any candidates for attending the written test.

If you are the one who is looking for and interested in making a career in Power Sector, then apply online on or before **06-07-2016** and send the print out of application along with below mentioned documents so as to reach on or before **16-07-2016**.

01. Print out of online application.
02. Two Passport size Photograph (*To be pasted on Application Form which is generated after filling up the online application*).
03. School Leaving Certificate.
04. Attested Copy of Mark Sheets of SSC / HSC / Graduation (All year/semester)/ Post Graduation
05. Attested Copy of Degree Certificate.
06. Certificate of Conversion of Percentage from Grade, if applicable (From concern University)
07. Caste Certificate (*If belonging to reserved category duly issued by Competent Officer of Government of Gujarat*),
08. **Original Demand Draft** (Name & Confirmation Number must be written at the back side of DD) (*If Fees paid by DD*).
09. Latest Non Creamy Layer Certificate in the form of “પરિશિષ્ટ-ક/Parishisht-K” Gujarati only (*If belonging to SEBC category*).
10. Latest Certificate in the form of “પરિશિષ્ટ-અ/Parishisht-A” Gujarati only (*If belonging to UR-EWS category*).
11. In case of Dependent of retired employee, relieving Office Order should be attached.
12. In case of EX-Armed force Personnel, appropriate certificate should be attached.
13. Medical Certificate of Local Civil Hospital (*For Physical Handicapped Candidates*).
14. Identification Proof (Voter ID/ Pan Card/Aadhar Card/Driving Licence etc).
15. Residential Address Proof (Electricity Bill/Telephone Bill/Ration Card, etc).
16. Affidavit by Widow Candidate, in Original (if applicable)
17. Any Other relevant documents.

Send the print out of application on or before: **16-07-2016** to The Addl. General Manager (HR),Uttar Gujarat Vij Company Limited, Register & Corporate Office , Visnagar Road, Mehsana-384 001 by **Registered post (R.P.A.D.)/Speed Post** only duly mentioning on envelop

1. Application for the post of “Vidyut Sahayak (Junior Assistant)”.
2. Confirmation number.

The application received through other source than RPAD/SPEED POST will not be taken into consideration.

Addl. General Manager (HR)