



PASCHIM GUJARAT VIJ COMPANY LIMITED

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

1. QUALIFICATION:-

B.A./ B.Com./ B.Sc./ B.B.A./ B.C.A. in regular mode from recognized University with -

- 60% or more marks in final year (or last two semesters) exam (first trial without ATKT) for General Category (UR) and,
- 55% or more marks in final year (or last two semesters) exam (first trial without ATKT) for Reserved Category candidates (SC/ST/SEBC).

2. AGE CRITERIA (As on the date of issuance of the advertisement i.e. 08/04/2016)

Category	Age Limit
General (UR) Candidates	30 Years
SC/ST/SEBC Candidates	35 Years

Relaxation in upper age limit to other categories shall be given as under:

Category	Relaxation
Female Candidates	05 Years
Physically Handicapped Candidates	10 Years
Ex. Armed Force Personnel	10 Years
Dependent of Retired Employee of PGVCL only	Upto age of 40 Years

3. REMUNERATION :

Fixed remuneration for 1st, 2nd and 3rd year would be Rs.7800/-, Rs.8550/- and 9300/- respectively per month. No other allowances or benefits would be admissible except Reimbursement of TA/DA at par category of Junior Assistant and 12 casual leave only.

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 3 year 's lock in period satisfactorily.

The post of Vidyut Sahayak (Junior Assistant) requires field work. Hence, selected candidates have to carry out various field activities like Meter Reading / Billing / Cash Collection and other allotted work without gender bias.

4. VACANCIES: 205

Category	UR	SEBC	SC	ST
Vacancies	158	32	09	06
Reserved for Women	52	11	03	02

Future approximate vacancies due to retirement and promotion upto April - 2017:- 210

5. FEES (NON REFUNDABLE) :-

Category	Amount
General (UR) / SEBC / PH Candidates	Rs. 500.00
SC / ST Candidates	Rs. 250.00

6. IMPORTANT DATES:

Start Date and Time of Registration	11 / 04 / 2016, 10:30 AM
Last Date & Time of Registration	02 / 05 / 2016, 06:00 PM
Last Date & Time of Online Payment of Fees and Generation of SBI Challans	02 / 05 / 2016, 06:00 PM
Last Date & Time of Payment of Fees at any of the SBI Branch using System Generated SBI Challans and Final submission	05 / 05 / 2016, 06:00 PM
Last Date of Submission of Application form with required documents by RPAD / Speed Post	12 / 05 / 2016

GENERAL TERMS & CONDITIONS:

1. Candidates are required to submit ONLINE Application compulsorily.
2. Candidates will be shortlisted for Written Test / Interview on the basis of their online applications only and they have to submit the authentic photocopies of all the relevant certificates / documents and subsequently the original certificates / documents for verification as mentioned in point no.22.
Hence, only those candidates, who are fulfilling the requisite criteria are advised to apply ONLINE.
3. For the payment of Non refundable application fees, the bank charges shall be paid by the applicant to the bank over and above the application fees.
4. The reservation for SC / ST / SEBC / Women / PH candidates and the state domicile policy shall be as per guidelines issued by GUVNL as per Government of Gujarat directives.
5. The management reserves the right to short list, select or reject any candidate for Written Test / Interview as the case may be for selection.
6. The management reserves the right to cancel Select list / Waiting list at any time at its sole discretion, without assigning any reason thereof.

7. The application will be registered for further consideration only after the payment of requisite application fees is confirmed.
8. Physically handicapped candidates shall have to submit latest disability certificate of Civil Surgeon indicating the physical disability of 40% or more.
9. Caste (Roster category) certificate of Gujarat State only will be considered.
10. SEBC candidates shall have to submit Non Creamy Layer Certificate (issued in Gujarati **પર(SOT-k {g&rit})** on or after 01/04/2016) and caste certificate issued by competent Authority of Gujarat State to be considered under SEBC category.
11. Selected Candidate shall have to work any where under the jurisdiction of PGVCL and the candidate selected for the post, shall not be transferred from PGVCL to any other subsidiary Company of GUVNL.
12. In case of Name / Surname changed, a copy of Gazette of that effect should be submitted.
13. Departmental candidates / Dependent of retired employees of the PGVCL Company, meeting the above criteria also have to apply ONLINE and to submit the required documents.
14. Candidates who are working in Government / Semi Government / PSU have to submit the "No Objection Certificate" as and when required.
15. The selected candidates shall have to produce relieving letter from the previous employer at the time of resuming his / her duty.
16. PGVCL will not be responsible for any postal loss / delay in receipt of application.
17. Canvassing in any form shall debar the candidate from selection.
18. The syllabus of the competitive exam will be as under

There will be 5 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. Section - II will be in English Language only.

19. No any traveling fare will be paid to any candidate for attending the written test / Interview.
20. Mere applying does not guarantee the adequacy of candidature for being considered for the selection process.

21. Interested candidates meeting with the above criteria only are requested to apply ONLINE as per the date mentioned above.
22. Candidates are requested to take the print out of the filled up application and to submit the same with the photocopies of below mentioned documents **on or before 12/05/2016 on following address by RPAD / Speed Post.**

Note:- It is compulsory to mention the generated **Application Number** & to write **“Application for the post of Vidhut Sahayak (Junior Assistant)”** on the envelop.

I/c. General Manager (HR)
Paschim Gujarat Vij Company Limited,
Regd. & Corporate Office,
“Paschim Gujarat Vij Seva Sadan”,
Nana Mava Main Road, Laxminagar,
Rajkot - 360 004.

DOCUMENTS TO BE SUBMITTED WITH PRINT OUT OF APPLICATION.

- Two Passport size Photographs (To be pasted on Application print out).
- School Leaving Certificate.
- Copy of Mark Sheets of all Years / Semesters of Graduation (In case of Points/Grade system the candidates are requested to attach transcript showing conversion of Points/Grade in to percentage of final year).
- Degree Certificate.
- NOC as mentioned in point No. 14.
- Caste Certificate (If belonging to reserved category)
- Latest Non Creamy Layer Certificate in the form of "Parishisht-K" Gujarati only (If belonging to SEBC category), issued on or after 01/04/2016.
- Medical Certificate (For Physical Handicapped Candidates), issued by Civil Surgeon.
- Death Certificate, Marriage Certificate and affidavit as per given format on non judicial stamp of Rs. 20/- (For Widow Candidates).
- In case of Ex-Armed force Personnel, appropriate certificate should be attached.
- In case of Dependent of retired employees, relieving Office Order should be attached.
- Proof of fees paid.
- Any Other relevant documents.

IMPORTANT:

- 1. Before applying online, candidates are requested to carefully go through the instructions mentioned at “HOW TO APPLY”.**
- 2. After the final submission of ONLINE application, requests for modifying / changing any data filled up by the candidates shall not be entertained. Hence, candidates are requested to fill up the data carefully.**

**I/c. General Manager (HR),
PGVCL - Rajkot**