

**JUVNL Employment Notification No. - 04/2016**

Jharkhand Urja Vikas Nigam Limited invites online *application from* eligible candidates having prescribed qualification and zeal to make career in Transmission/ Distribution functions of the Power Sector for filling up the following temporary posts in JUVNL and its subsidiary companies as mentioned hereunder:

**Post/ Category wise & Total Vacancy/ Pay Scale and prescribed Educational Qualification**

Sl.	Name of post, category wise vacancy & pay scale	Prescribed Qualification												
1)	<b>Accounts Officer Total-22 seats</b>	Must possess the minimum qualification of Chartered Accountancy or ICWAI or Full Time MBA with specialised in finance from any recognised university or institution. Must have proficiency in Computer application												
	<table border="1"> <tr> <td>UR</td> <td>EBC-I</td> <td>BC-II</td> <td>SC</td> <td>ST</td> <td>Total</td> </tr> <tr> <td>11</td> <td>2</td> <td>1</td> <td>2</td> <td>6</td> <td>22</td> </tr> </table>		UR	EBC-I	BC-II	SC	ST	Total	11	2	1	2	6	22
	UR		EBC-I	BC-II	SC	ST	Total							
11	2	1	2	6	22									
<b>Pay scale : Rs 9300-34800 &amp; Grade pay Rs.5500.</b>														
2)	<b>Junior Accounts Clerk/Bill Clerk Total-200 seats</b>	Graduate in Science with Maths or Arts with Maths or Graduate in Commerce from any recognised University. <b>Proficiency in Accounting &amp; office packages is desirable.</b>												
	<table border="1"> <tr> <td>UR</td> <td>EBC-I</td> <td>BC-II</td> <td>SC</td> <td>ST</td> <td>Total</td> </tr> <tr> <td>100</td> <td>16</td> <td>12</td> <td>20</td> <td>52</td> <td>200</td> </tr> </table>		UR	EBC-I	BC-II	SC	ST	Total	100	16	12	20	52	200
	UR		EBC-I	BC-II	SC	ST	Total							
100	16	12	20	52	200									
<b>Pay scale : Rs 5200-20200 &amp; Grade pay Rs.3000.</b>														
3)	<b>Office Assistant Total-150 seats</b>	Graduate in Science/Arts/Commerce from any recognised University. <b>Proficiency in office packages is desirable.</b>												
	<table border="1"> <tr> <td>UR</td> <td>EBC-I</td> <td>BC-II</td> <td>SC</td> <td>ST</td> <td>Total</td> </tr> <tr> <td>75</td> <td>12</td> <td>9</td> <td>15</td> <td>39</td> <td>150</td> </tr> </table>		UR	EBC-I	BC-II	SC	ST	Total	75	12	9	15	39	150
	UR		EBC-I	BC-II	SC	ST	Total							
75	12	9	15	39	150									
<b>Pay scale : 5200-20200 &amp; Grade pay Rs.3000.</b>														

\*The category wise as well as total vacancies indicated above may be revised/ modified.

- Horizontal Reservation of Physically Handicapped Person (PHP), Women, Sports Persons or for Primitive Tribes within ST shall be as per Government of Jharkhand rules.
- Maximum Age Limit:-**

Maximum age limit for the eligibility of candidates shall be category wise as below:-

Category	Maximum Age
UR	35 years
EBC-I*/ BC-II *	37 years
Women (UR/EBC-I*/BC-II* )	38 years
SC*/ST* (Male/Female)	40 years

UR: Un-Reserved, ST : Scheduled Tribes, SC : Scheduled Caste, EBC-I: Extremely Backward Class-I, BC-II: Backward Caste II

\* Only for domicile of Jharkhand.

***The reference cut-off date for calculation of maximum age of the applicants shall be 01.01.2016.***

- Prescribed Educational Qualification requirement:-**

The candidate must have completed & qualified the certification/degree (having secured above prescribed passing marks) in the respective **prescribed minimum qualification** for the posts as mentioned above at Sl (1), (2) & (3).

- Minimum Age Limit:-**

Minimum age limit for the eligibility of candidates shall be as below:-

For posts at Sl (1) to (3) above – 21 years

***The reference cut-off date for calculation of minimum age of the applicants & attainment of prescribed qualification shall be 01.12.2016.***

- Probation Period:** – The probation period for all the selected appointees shall be of minimum 3 years.

6. **Reservation:** –

- a. Reservation benefits will be given in terms of reservation rules and policies of the Government of Jharkhand, only to the candidates who have domicile certificate for employment purposes issued within Jharkhand.
- b. The reservation benefit shall be applicable only to those candidates who are permanent domicile of Jharkhand and who claim reservation benefit in the online application procedure by selecting and filling up required fields as well upload copy of Domicile and Caste certificate issued for employment purposes.  
EBC-I/ BC-II candidates shall have to upload copy of **Non-Creamy Layer Certificate (issued in Jharkhand on or after 01/01/2016) and certificate issued by DC/SDO of his/her home district/ sub-division in the prescribed Performa of Government of Jharkhand for employment purposes in the services of Jharkhand Government, to be considered under EBC-I/ BC-II category.**  
Candidates of SC/ST Category shall have to upload copy of their Domicile and Caste certificate **in the prescribed Performa of Government of Jharkhand for employment purposes in the services of Jharkhand Government,** Non-Creamy Layer certificate is not required for candidates of SC/ST Category.
- c. If a Candidate does not upload valid certificates of caste & creamy layer, Physically Handicapped, Land looser/ Land displaced persons or domicile etc. (as applicable), at the time of filing his application, his/ her claim for such reservation benefit will be forfeited and his/her candidature will be considered under UR category/ General category.
- d. Candidates who choose Sportsmen Quota will be required to fill up relevant details & upload relevant certificates.
- e. Candidates who Choose Primitive Tribe need to choose the option and fill up relevant details as per their certificate.
- f. **Non-domiciled of Jharkhand State shall be treated as UR in all respect** i.e. for the purpose of fee, relaxation of age & qualifying marks etc.

7. **Relaxation In Age for land displaced candidates\*:** –

Relaxation of 5 years in upper age limit criteria of the respective post applied shall be provided to Land displaced candidates subject to their uploading of their certificate of being Land displaced person from concerned District Magistrate/ Deputy Commissioner to the following effect:

- a) That he/she is a land displaced person due to land acquisition by JUVNL or erstwhile Bihar/Jharkhand State Electricity Board.
- b) That his/her **one acre or more land** has been acquired for the purpose of construction of power plant or any other infrastructure/establishment of the Nigam or erstwhile Bihar/Jharkhand State Electricity Board.
- c) That no one from his/her family has earlier been benefited in preferential treatment for employment, based on being a land displaced person. (subject to verification\*\*)

8. **Relaxation in age in case of PHP :-**

PHP (Physically Handicapped Person) Candidates shall be allowed age relaxation of 5 years additionally in maximum age prescribed limit as per GoJ Rules. They will have to upload latest disability certificate of Civil Surgeon indicating the physical disability of 40% or more, for any consideration.

9. **Application Fee:-**

UR/EBC-I/BC-II category are required to pay Rs.1000/- and SC & ST candidates of

**Jharkhand domicile** are required to pay Rs.250/- as application fees, any bank charges applicable shall be payable extra.

Payment of fees should be only made through various modes detailed on SBI online payment link under the correct post wise segregated payment category.

The application fee is non-refundable. Before submission of application candidate must ensure that reference Application Registration number and Bank Deposit Payment Reference number are correct in all respect. **The candidates are advised to be very careful and submit every detail under the correct post wise segregated category in online application procedure. Candidates should be extra careful while entering correct application registration number for making payment of application fee on SBI Collect link and the unique Payment Reference Number (starting with DU) during final submission of application.**

In case of incorrect unique internet banking payment reference number filled while filing the online application / non-encashment/ unsuccessful transaction application shall stand to be rejected.

**10. Selection Procedure:-**

**a) For post of Accounts Officer at SI (1) above**

**CBT test** scores shall be computed to scale of 80 percentage marks weightage for which tests shall be conducted for all eligible candidates in major cities of Jharkhand.

Test will be through CBT (Computer Based Test) mode. Duration of the Examination will be 2 Hour and 30 Minutes. Total number of questions in the CBT test is 125.

Entire test will comprise two parts 1<sup>st</sup> part being Domain test of 75 questions & 90 minutes duration & 2<sup>nd</sup> part being General Aptitude & Computer Proficiency test of 50 questions & 60 minutes duration.

Each correctly answered question will be awarded 4 marks, whereas there **is a negative marking of 1** for each incorrect answer.

The aggregate test score shall be considered for preparation of merit order for selection of candidates for interview in 3:1 ratio of posts category wise posts advertised at SI (1).

**Interview** will be conducted comprising of 20 percentage marks weightage.

**Final merit list** shall be prepared by the summation of marks of interview to the weighted total of CBT test score.

**b) For posts of Jr. Accounts Clerk/Bill Clerk & Office Assistant at SI 2) & 3) above**

**CBT test** scores shall be computed to scale of 100 percentage marks weightage for which tests shall be conducted for all eligible candidates in major cities of Jharkhand.

Test will be through CBT (Computer Based Test) mode. Duration of the Examination will be 2 Hour and 30 Minutes. Total number of questions in the CBT test is 125.

Entire test will comprise two parts 1<sup>st</sup> part being Domain test and or General Aptitude of 75 questions & 90 minutes duration & 2<sup>nd</sup> part being Computer Proficiency test of 50 questions & 60 minutes duration.

Each correctly answered question will be awarded 4 marks, whereas there **is a negative marking of 1** for each incorrect answer.

The aggregate test score shall be considered for preparation of merit order for selection of candidates posts and category wise for the above advertised posts at SI (2) & (3).

11. A brief syllabus may be made available on JUVNL website.

12. Biometric (Photograph and Finger Print Impression) and photograph will be captured during the examinations.

13. Misconduct:- Candidates are warned that they should not furnish any particulars that are false nor suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any document or its attested/certified copy submitted by them online nor should they submit a tampered/fabricated document.

A candidate who is declared to be guilty of :

- (a) Obtaining support of his/her candidature by any means, or
- (b) Impersonating, or
- (c) Procuring impersonation by any person, or
- (d) Submitting fabricated documents or documents which have been tampered with, or
- (e) Making statements which are incorrect or false or suppressing materials information, or
- (f) Resorting to any other irregular or improper means in connection with his/her candidature for the selection, or
- (g) Using unfair means during the test, or
- (h) Writing irrelevant matter including obscene language or pornographic matter, sketch in the script (s),or
- (i) Misbehaving in any other manner in the examination hall, or
- (j) Harassing or doing bodily harm to the staff employed for the conduct of their test, or
- (k) Bringing mobile phone/ electronic gazette/ communication device etc. prohibited in the examination Hall/ interview room.
- (l) Attempting to commit or, as the case may be, abetting the NIGAM of all or any of the acts specified in the forgoing clauses, may not only render himself/herself
  - (i) To be disqualified from selection for which he/she is a candidate, and/or
  - (ii) To be debarred either permanently or for a specified period
  - (iii) In addition to disqualification of his/her candidature may render himself/herself liable for criminal prosecution.

Canvassing in any form or otherwise effecting examination process will lead to disqualification of his/her candidature.

#### 14. **How To Apply**

Step1	Eligible aspirants may apply <b>only online</b> through the link available on website <a href="http://juvnl.org.in">juvnl.org.in</a> , <a href="http://www.jbvnl.co.in">www.jbvnl.co.in</a> , <a href="http://www.jusnl.co.in">www.jusnl.co.in</a> , <a href="http://juunl.co.in">juunl.co.in</a> .
Step2	Applicants who wish to apply may Press on ‘APPLY ONLINE’ scrolling link of the relevant Employment Notice and select the post for which the candidate wishes to apply and proceed to fill form with all asked details correctly for registration on Day 1. On Day 2 Make payment of application fee online on the payment link of SBI Collect after 12:00 noon and upload all required documents, scanned photograph and signature and submit completed form online. After making payment and completing application form on subsequent day Candidate Summary Sheet can be downloaded from the application link.
Step3	The candidate shall be required to upload visible and clear scanned copy of the all certificates and mark sheets while filing on line application: – <ol style="list-style-type: none"> <li>i. Matriculation or 10th class Mark-sheet/certificate. (in support of Age).</li> <li>ii. Marks sheet of all semesters of qualifying exam and passing certificate of the qualifying exam &amp; Certificate/ Degree in (Chartered Accountancy or ICWAI or Full Time MBA with specialization in finance/Graduation in streams as detailed in the table above for prescribed qualification post-wise).</li> <li>iii. CGPA/ CPI/ DGPA/ OGPA conversion chart issued by the University (as applicable). If the same is not uploaded along-with duly filed application form, the application of the candidate is liable to be rejected.</li> <li>iv. Experience certificate in organization, in prescribed proforma as per advertisement.</li> </ol>

	<ul style="list-style-type: none"> <li>v. Caste Certificate issued by Civil SDO/DC of respective sub-division/district, Non-Creamy Layer Certificate if reservation benefit is claimed.</li> <li>vi. Permanent Domicile Certificate for employment purposes issued from Jharkhand if reservation benefit is claimed.</li> <li>vii. If PHP Candidates, certificate with recommendation from competent Medical Board.</li> <li>viii. Land loser/ land displaced person certificate issued from District Magistrate/ Dy. Commissioner, if applicable.</li> <li>ix. Any other relevant documents described in the application stages.</li> </ul>
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**15. Venue for Test:–**

CBT mode test will be held across various cities of Jharkhand namely Ranchi, Jamshedpur, Dhanbad, Bokaro, Hazaribagh and Deoghar. Candidates will have a choice of making preferences. Based on the preference of test cities allocation will be done, however JUVNL does not guarantee allotment of test city as per the preference indicated. There are chances that test city may differ from preferred test city.

**16. Note General Instructions: :-**

- a. The number of posts is subject to change as per requirement, without giving any prior notice.
- b. Horizontal Reservation of Physically Handicapped Person (PHP), Women, Sports Persons, for Primitive Tribes within ST shall be as per Government of Jharkhand Rule only on selecting the option & filling relevant details & uploading required documents.
- c. Opening and closing schedule of the online mode of payment of application fees through State Bank of India's **State Bank Collect** link with various online modes of payment options available shall be from **17<sup>th</sup> Dec 2016 to 10<sup>th</sup> Jan 2017** upto **23:30 Hours**.  
Application fee may also be deposited through State Bank of India's **State Bank Collect** link through offline mode amongst various payment options available within the online payment mode by way of selecting branch payment option for payment and online generated payment challan with unique internet banking reference number and making offline payment at any SBI Branch in reference of the unique reference number generated ON-LINE in between **17<sup>th</sup> Dec 2016 to 10<sup>th</sup> Jan 2017** upto **16:00 Hours**.
- d. The applicant must quote unique internet banking reference number, in the "ON-LINE" auto generated application along with other details. The application fee is non-refundable in any case. Therefore, the candidates are advised to ensure that they are eligible for the applied post in all respect. Before submitting the application "ON-LINE", the applicant must ensure that the Unique internet banking reference number entered is correct in all respect.
  - a. In case of non-encashment of deposited fee due to any discrepancy, the application shall be deemed to be automatically rejected.
- e. SC/ST candidates of States other than Jharkhand will be treated as UR candidates for all purposes even for the purpose of Application fee.
- f. Only Indian Nationals are eligible to apply. The application procedure has to be completed only online. Manual/ paper application other than online submission received through post/person will not be entertained.
- g. The candidate should ensure that he/she fulfils the eligibility criteria and other norms in all respects mentioned in the advertisement. In case it is detected at any stage of recruitment process that the candidate does not fulfill the eligibility criteria and/ or does not comply with other requirements and/ or he/she furnished any fabricated/manipulated/incorrect/ false information or has suppressed any material fact(s), his/her candidature is liable to be rejected. If any of the above shortcomings

is/are detected, even after appointment, his/her services are liable to be terminated without any notice.

- h. Candidates are advised to ensure that they meet all requirements of the post applied for. The candidate will be liable for serious legal action if any false information with respect of name, father's name, date of birth, address, educational qualification, percentage of marks, caste certificate, photograph, other credentials etc. is furnished by him or her.
- i. The information furnished by the applicant in ON-LINE application will be final and no request for any change will be entertained. If in future, any information furnished in online application is found wrong, his/her candidature will summarily be rejected.
- j. All educational qualifications should be from a Government recognized university/ institution as mentioned in the prescribed qualification.
- k. Request for change of mailing address/e-mail ID/ category/ posts/ order of preference as declared in the application form will not be entertained.
- l. The e-mail ID & mobile numbers entered in the application form must remain valid for at least next six months as any/all important intimation to the candidates may be provided by JUVNL on them and JUVNL will not be responsible for bouncing any e-mail/ non-delivery of SMS sent to the candidates.
- m. SC, ST, EBC-I, BC-II Sports Person, Primitive tribe and Jharkhand domiciled candidates should carefully mention the categories to which they belong, since these details will not be allowed to be changed later.
- n. Candidates are advised to be cautions while filling the application form about accuracy and correctness of the information. They may cross-check the information furnished in the application form before finally submitting the same as no correction would be possible later.
- o. Applications that are not in conformity with the requirements indicated in this Advertisement, incomplete applications, those not in conformity with details appearing in the website [www.juvnl.org.in](http://www.juvnl.org.in) or those uploaded after last date and time will not be entertained.
- p. Updates regarding the Employment Notice shall be provided on our website. Candidates who are found apparently eligible, based on the application data will be called for written test and may be intimated on their registered e-mail ID/ registered mobile nos. through e-mail/ SMS.
- q. No TA/ DA will be paid to the candidate, if called for written test/ interview.
- r. Canvassing in any form will result in disqualification.
- s. Selected candidates can be posted to any of the units/ divisions/ project sites etc.
- t. Nigam keeps the right to cancel the selection process at any stage and the number of posts to be filled up may vary according to the exigencies of the Nigam.
- u. Any dispute regarding this advertisement will be disposed of by the Hon'ble Jharkhand High Court, Ranchi.
- v. The selected candidates shall have to produce relieving letter from the previous employer at the time of assuming his duty, if they are working with another employer. They will also have to submit certification that no departmental enquiry or vigilance case is pending against him from their employer before joining.
- w. Candidates must upload permanent Domicile /Residential Certificate of Jharkhand for Employment purposes (If reservation benefit is claimed)

- x. If reservation benefit is claimed for EBC-I/BC-II, candidate must submit Caste and recent creamy layer certificate issued by the competent authority of their home district in the prescribed format of Government of Jharkhand. OBC certificate issued for service of Govt. of India will not be accepted. For SC/ST, only caste certificate is required from competent authority.
- y. In case of Name/Surname has been changed, a copy of Gazette of that effect should be submitted at the stage of application.
- z. Mere submission of application does not guarantee the adequacy of candidature for being considered for selection process.
- aa. The JUVNL reserves right to cancel the selection process at any stage and increase or decrease the number of posts to be filled according to the exigencies of the Company.
- bb. Each Candidate is required to submit only one application form for a post.
- cc. Selected Candidates may be called for document verification.
- dd. Provisional Admit Card will be issued on the basis of information furnished by the applicant in his/her ON-LINE application subject to verification of online payment through the various online payment options or offline payment by Bank challan offline at Bak Branch and its confirmation from the SBI Collect MIS against the applicant.
- ee. Admit Card may be downloaded from the website 10 days prior to Tentative exam date. NO Admit Card shall be delivered through post.
- ff. All relevant details shall be posted and updated on the website/link for the employment notice.
- gg. All candidates are advised to complete the application procedure well in advance and not to wait till the last date and time for online submission and avoid traffic congestion, network and internet related issues arising during last moment etc. Nigam shall not be, in any way, held responsible on account of the application process not being concluded due to above reasons and for network/ internet traffic congestion whatsoever.

Sd/-

DGM (HR), JUVNL