



Punjab State Power Corporation Limited

Regd. Office: PSEB HEAD OFFICE, THE MALL, PATIALA-147001 (PUNJAB)

Recruitment for the Post of Assistant Engineer (OT/ Electrical in PSPCL)

Punjab State Power Corporation Limited (PSPCL), a power generating and distribution organization of Government of Punjab, has played a key role in implementation of the Punjab Government plans for Electrification. PSPCL is looking for young & dynamic candidates with brilliant academic record for the post of Assistant Engineer(OT)/Electrical :-

1. IMPORTANT DATES:

Opening Date for On-Line Registration of Applications	10 th October, 2014
Last date for completion of Step-I of on-line registration	30 th October, 2014 (17.00 hrs.)
Last date for depositing examination fee at State Bank of Patiala	3 rd November, 2014 (closing hrs. of Bank)
Last date for completion of Step-II of on-line registration and closing of registration	7 th November, 2014 (17.00 hrs.)

Note :

- (i) DETAILED INSTRUCTIONS MAY BE REFERRED AT THE TIME OF MAKING ON LINE APPLICATION GIVEN ON THE ONLINE WEB-PAGE.
- (ii) CANDIDATES IN THEIR OWN INTEREST ARE ADVISED, NOT TO WAIT TILL THE LAST DATE & TIME AND REGISTER THEIR APPLICATION WELL WITHIN THE TIME. PSPCL SHALL NOT BE HELD RESPONSIBLE, IF THE CANDIDATES ARE NOT ABLE TO SUBMIT THEIR APPLICATION DUE TO LAST TIME RUSH.

2. NAME OF POSTS/DISCIPLINE AND NUMBER OF VACANCIES:

A) Against Advertisement No: CRA-283/2014

Sr. No.	Name of Post	Post Code	No. of posts	Basic and professional qualification as notified vide O/o 1026/REG-321 dated 24.6.2014	Pay Scale
1.	Assistant Engineer(On Training) / Electrical	11	204	Full Time regular BE/B.Tech/B.Sc. Engineering with a minimum of 60% marks or equivalent degree recognized by AICTE or AMIE with 60% marks from Institution of Engineers (India) Calcutta in the discipline of <u>Electrical Engineering or Electrical and Electronics Engineering</u> as notified vide O/o 1026/REG-321 dated 24.6.2014	16650-39100 + Rs. 5800 Grade Pay

Note:

The category wise detailed breakup of 204 posts is given below. The candidates are advised to read it carefully before filling up the on line application as category/sub-category once filled up cannot be changed to any other category including general category.

Category							Total No. of Vacancies
General	SC	BC	Sports person	Physically Handicapped	Ex-Serviceman	Freedom Fighter	
85	69	16	6	8	18	2	204

IMPORTANT NOTE:

Prospective candidates are hereby informed that this recruitment process will not be based on GATE and shall be carried out by following a conventional process by conducting a written competitive examination as per the procedure being followed so-far. However as already clarified vide advertisement notice dated 16.7.2014 and 8.9.2014, recruitment against vacancies to be advertised after 1.1.2015 will be done on the basis of GATE scores.

OTHER NOTES: The number of posts shown in this advertisement CRA-283/2014 are those which are likely to be unfilled (category-wise) against earlier recruitment notices issued vide CRA 276/2012. Based upon the final unfilled posts and subject to the final decision of CWP 4980/14, CWP 23723/11 and any other CWP's, the number of posts against CRA 283/2014 may vary from the indicated figure of 204.

- Educational qualifications must be from a recognized Govt. Institution/University/Board. Qualifications should be acquired /passed before the last date of on-line registration of the applications. However, the candidates who have appeared during the last session 2013-14 for the final year examination of the requisite qualification for the post can also apply, but he/she must acquire the requisite qualifications before the date of document checking and shall produce the result/certificate for the same. The candidate, who fails to do so even if he/she has qualified the written test, shall not be considered and no relaxation shall be given in this regard.
- PSPCL reserves its right to increase /decrease the total number of posts against the various categories.
- Candidates who have done degree in Electrical Engineering or Electrical & Electronics Engineering (EEE) are only eligible as notified vide O/o 1026/REG-321 dated 24.6.2014 for the post of Assistant Engineer (OT)Electrical. Here, it is clarified that any candidate who has done degree in any other discipline say Electronics & Communication, Instrumentation & Control, Mechanical, Civil etc. is not eligible to apply for the post of Assistant Engineer (OT)Electrical.

2. KNOWLEDGE OF PUNJABI:

All the candidates must have passed Punjabi at least up to Matric/10th Standard upto the last date of receipt of applications. Relaxation, if any, would be given as per instructions of Punjab Govt. adopted by PSPCL from time to time.

3. AGE LIMIT: Age limit for the post will be 20 to 37 years as on 1/1/2014.

4. RELAXATION IN AGE LIMIT:-

Upper age limit is relaxable as admissible under rules/instructions of PSPCL/Punjab Government adopted by PSPCL from time to time. Relaxation in age in different categories subject to the condition that the candidate is meeting other eligibility criteria for the post is as given below:

- SC and Backward class: 5 years over & above the normal recruitment age.
- Ex-Serviceman: To the extent of service rendered in Armed Forces of Union of India subject to usual terms and conditions.
- Physically Handicapped: 10 years over and above the normal recruitment age.
- In case of the following, the upper age limit shall be 40 years:
 - Widows;

- ii. Women who are legally separated from their husbands or have been divorced;
 - iii. Women whose husbands have been ordered by Civil or Criminal courts to pay maintenance to them;
 - iv. Women who have because of their desertion, been living separately from their husbands for more than two years.
 - v. Women whose husbands have re-married; and
 - vi. Wives of the serving military personnel and wives of those who are disabled while in Military service.
- e. For serving employees of PSPCL: To the extent of service rendered in PSPCL or erstwhile PSEB.

5. RESERVATION OF POSTS:

The reservation of posts for reserved categories is applicable for candidates of Punjab Domicile only. Category once filled in the Application Form will not be allowed to be changed and no benefit of other category/General category will be admissible later on. The reserve category candidate will be required to submit requisite certificate on the prescribed format at the time of document checking, if qualified in the written test. The back log, if any, shall be filled as per instructions of Govt. of Punjab adopted by PSPCL.

The SC/BC Category certificate should be in accordance with the instructions of the Department of Welfare, Punjab and the certificate for the Physically handicapped, Ex-Serviceman, Freedom fighters and Sports persons categories should be in accordance with the instruction of the Concerned Department as per the following details:

SC/BC	Certificate as per the instruction of the concerned department.
Ex-Servicemen	Lineal Descendant certificate duly issued by the concerned District Sainik Welfare Officer.
Freedom Fighters	The requisite certificate issued by the Deputy Commissioner of the concerned district as per the instructions of the Punjab Govt.
Sports persons	The relevant certificate regarding gradation as issued by the Director, Sports Department, Punjab.
Physically Handicapped Persons	The certificate shall be issued by Civil Surgeon of Govt. Of Punjab. For Physically handicapped persons applying for a particular post shall be given the reservation for the extent of disability allowed as per lists of posts identified by Pb. Govt. Please refer Annexure-X for this.

Note: Candidates applying under the above mentioned categories should have obtained certificates before last date of on line submission of the applications.

6. SELECTION PROCESS:

Eligible candidates will have to undergo a written test. The merit shall be prepared based on the marks secured in the written test. If two or more candidates secure same marks then their relative merit shall be determined by their age with higher age candidates shall be placed at higher merit. The candidates as per merit list shall be called for document checking for which the date shall be notified later and communication shall be sent through registered Email only. The offer of appointment for the required number of posts will be given to the successful candidates based on merit in the written test only provided the candidates are found eligible after checking of the documents relating to the various qualifications such as age, academic qualification, passing of Punjabi, experience certificate if any required and certificates in respect of reservation etc. **The minimum qualifying marks in the written test for General Category candidates is 50% and for Reserve Category candidates is 40%.** (There will be 100 multiple choice objective type questions related to the concerned discipline alongwith General awareness, Reasoning and English language with one correct answer. Out of these 100 questions 60 questions will be on the subject of the post

applied for and 40 questions from General awareness, Reasoning and English language for the above mentioned post. There will be negative marking for a wrong answer @0.25(1/4th) of the marks allotted for correct answer).

7. ABOUT THE TEST:

The information regarding the written test will be made available on our Web site www.pspcl.in from time to time. The written test is tentatively scheduled to be held in the month of December at any centre to be intimated while sending the admit card. The test centre will be allotted by PSPCL while sending the admit card and no change of test centre will be permissible. The exact date, time and venue of the written test and information regarding despatch of Admit Cards to the eligible candidates, with instructions of the test will be made available 10 days prior to the date of the test by Email and on web site of PSPCL.

8. PLACEMENT:

The selected candidates shall undergo training at Technical Training Institute, PSPCL, Patiala as per PSPCL instructions. The final place of posting will be allocated after successful completion of training.

9. HOW TO APPLY:

STEP-1

- i) Please go through carefully instructions given on main page of online filling up of application. Candidates are now ready to apply on-line by revisiting the PSPCL website and going to the tab "CAREER - Recruitment of AE (OT) Electrical against CRA 283/14 on PSPCL website www.pspcl.in.
- ii) Candidates are required to apply On-line through PSPCL website in English only. No other means/mode of submission of applications including manual/paper will be accepted under any circumstances.
- iii) Candidates should have a valid personal e-mail ID. It should be kept active during the entire recruitment process. Registration number, password, admit card for written test and call letter for document checking or any other important communication will be sent through the registered e-mail ID. The candidates are, therefore, requested to check regularly their e-mail and PSPCL website for any communication from PSPCL. Under no circumstances, the candidate should share/mention e-mail ID to any other person. **Please note that the admit card for written test or any other correspondence such as call for document checking etc. will not be sent by post.**
- iv) First, the candidate has to sign up with valid email ID. After sign up system will generate user name and OTP password and sent to their email id. Now candidate has to login as a registered user and fill the details in the application for completion of Step 1.
- v) The candidate should now fill up all the desired information in the on-line form about himself/herself correctly. The candidate will see his/her application under option PREVIEW. Before submission of his/her Step-1 details, the candidate should check his/her all details and make necessary corrections, under option EDIT (if any) and submit. Candidates are not allowed to change the Category and Date of birth under EDIT option.
- vi) On completion of Step-1, a message will be received in candidate's registered email id conveying his/her registration and a link for printing the bank challan to deposit the application fees. The candidate should take a print of the bank challan. This completes the Step-1 of on-line registration process.
- vii) The candidate should deposit the requisite examination fee and bank charges by presenting the bank challan printed under Step-1 to any branch of State Bank of Patiala on all bank working days (after minimum 48 hrs of Step 1 completion). The Bank will return to the candidate one copy of bank challan after accepting the examination fee as a token of receipt. The copy of challan will contain a transaction / journal number.
- viii) Candidates are advised to keep with them copy of the bank challan as a token of remittance of fee for future reference.

- ix) On successful registration of on-line application Step-I, candidates are advised not to attempt for registration for the same post again since multiple registration numbers and passwords may create problem for candidates in future. In case of multiple registrations for the same post, the candidature is liable for cancellation/rejection without any notice/intimation to the candidate.

STEP-II

- i) Candidate may check and confirm their payment status after 48 hours of the deposit of the application fees (as applicable). Only on confirmation of payment of fees the candidate will be able to access Step 2 of application i.e. uploading photo and signature.
- ii) Clear scanned copies of latest photograph and signature of self. In case the face in the photograph or signature is unclear, the candidate's registration may be rejected.
- iii) Photograph must be a recent passport size colour picture. Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- iv) The Size of photograph file should be between 20kb-50kb and Dimensions 150X200 pixels.
- v) The Size of Signature file should be between 10kb-20kb and Dimensions 140X60 pixels.
- vi) The image file should be JPEG format. An example file name is : Image01. jpg. Image dimension can be checked by listing the folder files or moving the mouse over the file image icon.
- vii) If the file size and format are not as prescribed/properly loaded, an error message will be displayed.
- viii) After the registration is confirmed by the system after completion of Step-II, a system-generated e-mail will be sent to candidate's registered e-mail ID (also check mail in spam box). The mail will contain a copy of information filled by the candidate. The candidate should keep a copy of this application form. This should NOT be sent to PSPCL.

OTHER CONDITIONS :-

- i) On successful registration of on-line application, candidates are advised not to attempt for re-registration for the same post since multiple registration number and password may create problem for candidates in future. In case of multiple registrations for the same post, the candidature is liable for cancellation/rejection without any notice/intimation to the candidate.
- ii) **Photograph and signature:** Scanned (digital) image of his/her photograph and signature as per the specifications given below:-
- a) **Photograph image:**
- Photograph must be a recent passport size colour picture.
 - Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
 - Look straight at the camera with a relaxed face.
 - If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
 - If you have to use flash, ensure there's no "red-eye".
 - If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
 - Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
 - Dimensions 150x200 pixels (preferred)
 - Size of file should be between 20 kb-50kb.




- Ensure that the size of the scanned image is not more than 50 kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.
- b) Signature image:
- The applicant has to sign on white paper with black ink pen.
 - The signature must be signed only by the applicant and not by any other person.
 - The signature will be used to put on the admit card and wherever necessary.
 - If the applicant's signature on the answer sheet, at the time of the examination does not match the signature on the admit card, the applicant will be disqualified.
 - Please scan the signature area only and not the entire page.
 - Dimensions 140x60 pixels (preferred)
 - Size of file should be between 10kb-20kb.
 - Ensure that the size of the scanned image is not more than 20 kb.
- c) Scanning the photograph & signature:
- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
 - Set colour to true colour.
 - File size as specified above.
 - Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above)
- While filling in the online application form the candidate will be provided with a link to upload his photograph and signature.
- d) Procedure for uploading the photograph and signature:
- There will be two separate links for uploading photograph and signature.
 - Click on the respective link "Upload Photograph/signature".
 - Browse and select the location where the scanned photograph/signature file has been saved.
 - Select the file by clicking on it.
 - Click the 'Open/upload' button.
- iii) After uploading photo, signature and filling up the other relevant details he will submit his application and his/her registration will be confirmed. He can print the copy of application and intimation will be sent to him to his registered email address. Please note that the application shall not be considered as registered if the candidate has not filled up the relevant details after depositing fee in the Bank.



- iv) Admit card for written test, containing the details of the centre/ venue for the examination etc. will be sent to the candidates at their registered e-mail ID. The candidates are required to take a print out of their admit card. Candidate can also download their admit card from the PSPCL website using their registration number and the password. **Candidates will not be allowed to enter the examination hall without valid admit card.**
- v) Candidates are also advised to keep copy of application form and bring photocopy of bank challan and submit the same to room invigilator on the day of written examination without which the candidate may not be allowed to appear in the written examination.
- vi) **Candidates are advised in their own interest to apply on-line much before the closing date and not to wait till the last date for depositing the fees to avoid the possibility of disconnection/inability/failure to log on the PSPCL's website on account of heavy load on internet/website jam.**
- vii) PSPCL does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason whatsoever.
- viii) Please note that the above procedure is the only valid procedure for applying. No other mode of application shall be accepted.
- ix) Candidates serving in Govt./Quasi Govt. offices, public sector undertakings are required to submit "No objection Certificate" from their employer at the time of document checking, failing which their candidatures may not be considered.
- x) **Candidate should note that his/her candidature is purely "PROVISIONAL" subject to eligibility verification during document checking. Mere issue of admit card/ passing of written examination will not imply that his/her candidature has been finally cleared by the PSPCL. Before submitting the application, the candidate must ensure that he/she fulfills all the eligibility criteria as laid down in this advertisement or amendments if any issued subsequently.**
- xi) The decision of the PSPCL about the mode of selection to the post and eligibility conditions shall be final and binding. No correspondence will be entertained in this regard.

10. Action against misconduct:

- i) Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered, fabricated or should not suppress any material information while filling up the on-line application.
 - ii) At any stage of recruitment, if a candidate is or has been found guilty of
 - a) Using unfair means during the examination or
 - b) Impersonating or procuring impersonation by any person or
 - c) Misbehaving in the examination hall or taking away/ destroying original answer sheet (OMR) from the examination hall.
 - d) Resorting to any irregular/unfair means in connection with his/her candidature during selection process.
 - e) Obtaining support for his/her candidature by any means.
 - f) Apart from above any other unfair means relating to Conduct of Examination.
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Such candidates in addition to rendering himself/herself liable to criminal prosecution, may also be liable to be:

- a) Disqualified from the examination hall.
- b) Debarred either permanently or for a specified period from any examination/recruitment.
- c) Mobile phone/Cell Phone/Hand bag/Purse/Ornaments/Electronics/ Non-Electronics instrument/Goods/Articles/Pen/Pencil/Eraser etc. are strictly not allowed and are banned in the examination complex.

Candidates are advised to bring only Admit Card, Photo Identity Card. Frisking will be done at entry point and during the exam. PSPCL or Examination Centre will not be responsible for keeping custody of any of the above prohibited items & the candidate shall be solely responsible for its safe custody outside the examination complex. Candidates should therefore read these instructions carefully and follow them strictly. If any of the candidate is found /possessing any of the above prohibited items inside the examination hall he/ she shall be straightaway debarred from examination on the spot, apart from action as per law may also be initiated against him/her.

11. FEE (NON REFUNDABLE): The candidate is required to deposit the fee along with the application as per the details given below:-

Sr.No.	Category	Amount	Total Amount
1.	All categories except SC and Person with Disability	Rs.1000/-per Application+ Bank Charges.	Rs. 1050/-
2.	SC category	Rs.400/-per Application+ Bank Charges	Rs. 450/-
3.	Person with Disability	Rs.500/-per Application+ Bank Charges	Rs. 550/-

PSPCL shall match the receipt of the fee in the Bank with the details given by the candidate and the final acceptance of the application shall be only if the details available in the Bank are matching with the details filled by the candidate in the on-line application. Any mismatch found will lead to the cancellation of application.

12. TERMS & CONDITIONS FOR SUBMISSION OF ONLINE APPLICATIONS:

- I. No TA/DA will be paid for the journeys performed for the written test/document checking/ counseling etc.
- II. Candidates are requested to mention their sub category viz-a-viz Caste in online application form.
- III. PSPCL has no mechanism to check the certificates as the candidates are applying online. If, at any stage certificate of the candidate is found be forged/fictitious/bogus, the candidature of such candidate will be cancelled and action will be taken according to law. In case the candidate is ineligible, the application shall be rejected.



- IV. Only those Government employees, if selected shall be eligible to be issued appointment letters who are certified by the Head of the Department as not having any pending disciplinary proceedings or undergoing punishment under Punjab Civil Services (Punishment & Appeal) Rules, 1970, or any other applicable rules, as the case may be, not undergoing any trial/ prosecution or any other material disqualification in terms of integrity and professional misconduct and necessary NOC should be obtained from the Head of the Department.
- V. No service benefit of any nature of previous service rendered in any department (other than PSPCL) will be admissible. The selected candidates will be governed by PSPCL Rules & Regulations.
- VI. In case the candidate fails to deposit the requisite fee, his/ her application shall stand automatically cancelled/ rejected and shall not be considered for further processing.
- VII. The list of candidates whose registration and fee is confirmed will be available on PSPCL website for candidate's reference.
- VIII. In case, candidate is unable to get the admit card, he/ she must contact personally at the facilitation counter to be opened before the written test and will be notified before the said examination. For any clarifications regarding the online filling of the form, the candidate can contact through email: pspclrect2014@gmail.com.
- IX. Candidates must bring Admit Card/ Bank Challan photo copy on the day of written examination at the venue of the Examination Centre. The candidates without admit card/ Registration slip will not be allowed to appear in the written examination.
- X. The venue, date and time of document checking/counselling of the candidates in merit will be available on the website www.pspcl.in. Candidates will be informed individually about the document checking schedule only through registered Email.
- XI. In case of any ambiguity/dispute or interpretation, decision of the PSPCL shall be final and binding on the candidate. Legal jurisdiction shall be subject to Local Courts at Patiala only.

In case of any difficulty or query related to online application only, please contact through email: pspclrect2014@gmail.com by quoting his registration number or please contact the following on any working day (9:00 AM to 5:00 PM) for any other details:

Dy. Secy./Recruitment:	96461-18798
AM/HR:	96461-11706, 9988999535

Date: 7.10.2014
Place: Patiala


Chief Engineer/IRD
PSPCL, Patiala.

ANNEXURE-X

ELIGIBILITY OF PERSONS WITH DISABILITY FOR THE POST OF AE(OT)/ELECTRICAL ADVERTISED AGAINST CRA NO.283 /2014 AS PER IDENTIFICATION LIST FOR PSEB (now PSPCL & PSTCL) CIRCULATED BY THE GOVT.OF PUNJAB DEPTT. OF SOCIAL SECURITY AND DEVELOPMENT OF WOMEN AND CHILDREN (SOCAL SECURITY BRANCH) VIDE ITS NOTIFICATION NO.3/24/97-5 SS/4661 DATED 18.8.99.

Sr.No.	Post advertised	Categories of disabled (See next table for abbreviation details)
1	AE(OT)/Electrical	Ortho:OL Hearing:PD

ABBREVIATIONS FOR CATEGORIES OF DISABILITIES

PD	PARTIALLY DEAF
OL	ONE LEG AFFECT(R OR L)

