

INVITES

APPLICATIONS FOR THE POST OF DEPUTY SUPERINTENDENT ACCOUNTS (ONLY ST CATEGORY), EXECUTIVE (HR) AND LAW OFFICER.

Uttar Gujarat Vij Company Limited, 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 more than 30 Lacs, annual turnover of Rs. 7,500 Crores and manpower strength of more than 7500, invites applications from young, dynamic and result oriented Personnels to the post of Deputy Superintendent Accounts (only ST category), Executive (HR) and Law Officer for a challenging career with excellent growth opportunity.

ATTENTION APPLICANTS.....

Only on-line applications will be permitted on the Company's Website www.ugvcl.com between 00.00 hours on 22-01-2014 till 24.00 hours on 12-02-2014.

Sr. No.	Name of Post	Particular
01	Deputy Superintendent Accounts	
	➤ Qualification	B.Com in accounts subject with 55% or MBA (F) or CA or ICWA.
	➤ Age	Upper age limit 30 years as on 22/01/2014
	➤ Pay Scale	Rs.13600-31300
	➤ Vacancies	ST-05 only
02	Executive (HR)	
	➤ Qualification & Experience	A) Full Time Master Degree in Social Work. B) Full Time Post Graduate in Personnel Management / Human Resource Management or Development / Industrial Relation. C) Full Time Post Graduate Diploma in Labour Laws, Labour Welfare, Human Resource Management / Personnel Management from a recognized University established by law in India with 03 years' experience in relevant field only. D) Distance Learning courses secured in above degree may be allowed only for Departmental candidates who has rendered at least 03 years' service in GUVNL and its subsidiary companies.
	➤ Age	Age limit 30 years as on 22/01/2014
	➤ Pay Scale	Rs. 17300-38610
	➤ Vacancies	UR-03

03 Law Officer

- Qualification & Experience First class graduate degree having special LLB and should have register as an advocate. Or first class five years LLB integrated course and should have register as an advocate.
Preferable LLM degree.
Exp: 02 years experience in advocate field preferably.
- Age Age limit 30 years as on 22/01/2014
- Pay Scale Rs.21900–43350
- Vacancies UR-01

I/C Addl. General Manager (HR)

Encl: Statement of terms and conditions

GENERAL TERMS & CONDITIONS:

1. The management reserves the right to short list, select or rejects any candidates for written test / Oral Interview as the case may be for selection.
2. Schedule / syllabus of examination and pattern will be given in due course.
3. The management reserves right to cancel Select list, Waiting list at any time at its sole discretion, without assigning any reasons thereof.
4. Candidates are required to submit online application compulsorily.
5. If the candidate submits the online application, but do not forward the hard copy of application with requisite documents and demand draft (fees), then such candidature will be treated as invalid.
6. The application is liable to be rejected, if it is not in conformity with given proforma, incomplete, illegible, and unsigned or without requisite certificates and application fee wherever applicable or received after closing date, without assigning any reasons thereof in all such events, the fees received will not be refunded. Copy of School Leaving Certificate is must for Birth / Age verification.
7. Applications will be short listed as per percentage, age prescribed as required & short listed candidates only will be called for written test.
8. ST candidates who apply for the post of Dy. Superintendent Accounts may should send the Demand Draft of Rs. 250/- whereas any candidate who apply for the post of Executive (HR) and Law Officer may send Demand Draft of Rs. 500/- payable in favour of "UGVCL, MEHSANA". And write down your Name & Confirmation number on the back side of the Demand Draft. Demand Draft amount is non-refundable.
9. The applicants have to send Demand Draft from Nationalized Bank with application.
10. Knowledge of Gujarati, English language & Computer is essential.
11. Physically handicapped candidates shall have to submit latest disability certificate of Civil Surgeon indicating the physical disability of 40% or more.
12. 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.
13. Reservation in seat quota and age relaxation for Ex-Servicemen, female candidates and for Physical Handicapped candidates will be maintained as per prevailing rules of the company.
14. Caste (Roster category) certificate of Gujarat State only will be considered in case of ST candidates.
15. Selected Candidate shall have to work anywhere under the jurisdiction of UGVCL.
16. Candidate, who is applying against any reserved quota as narrated above, may write the same in application form in respective column.
17. Mere submission of application does not guarantee the adequacy of candidature for being considered for the selection process.
18. Departmental candidates meeting the qualification / experience criteria can also apply through proper channel and compete with the external candidates.
19. If you are a Govt. Servant or working in a Semi Government or Public body, application should be forwarded though proper channel along with "**No Objection Certificate**" from the concerned organization, simultaneously online application, failing which candidature will be disqualified.

Regd. & Corporate Office: Visnagar Road, MEHSANA - 384 001 (North Gujarat)

Telephone: (02762) 222083

Fax: (02762) 223574

Website: www.ugvcl.com

e-mail: agmhr@ugvcl.com

20. The selected candidates shall have to produce reliving letter from the previous employer at the time of resuming his duty.
21. UGVCL will not be responsible for any postal loss/delay in receipt of application.
22. Canvassing in any form shall debar the candidate from selection.
23. No any travelling fare will be paid to any candidates for attending the written test oral Interview etc.

If you are the one who is looking for and interested in making a career in Power Sector, then apply online on or before 12/02/2014 and send the print out of application along with below mentioned documents so as to reach on or before 19/02/2014 to The I/C Addl. General Manager (HR), Uttar Gujarat Vij Company Limited, Register & Corporate Office, Visnagar Road, Mehsana-384 001 by **Registered post (RPAD)** only duly mentioning “Application for the post of Dy. Supdt.(A/cs.) / Executive HR / Law Officer on envelop.

- Two Passport size Photograph (To be pasted on Application Format).
- School Leaving Certificate duly attested.
- Copy of Mark Sheets (SSC / HSC / Graduation) *duly attested*.
- Degree Certificate.
- Caste Certificate (*If belonging to reserved category*).
- *Crossed Demand Draft (Name & Confirmation Number should write in the back side of DD).*
- Latest Non Creamy Layer Certificate in the form of “**Parishisht-K**” Gujarati only (*If belonging to SEBC category*).
- Medical Certificate (*For Physical Handicapped Candidates*).
- Identification Proof (Voter ID/ Pan Card/Driving Licence etc).
- Residential Address Proof (Electricity bill/Telephone Bill/Ration Card, etc).
- Any Other relevant documents.

I/c. Addl. General Manager (HR)