



MGVCL

An ISO 9001:2008 Certified Company



MADHYA GUJARAT VIJ COMPANY LIMITED

Registered Office: Sardar Patel VidyutBhavan, Race Course, Vadodara 390007.

Tel.No : (0265) 2310582-86 – Fax No : (0265) 2337918 / 2338164

Web Site : www.mgvcl.com E-mail : mgvcl@gebmail.com

INVITES

APPLICATIONS FOR THE POST OF VIDYUT SAHAYAK (JUNIOR ASSISTANT-IT)

FROM GENERAL (UR), SC, ST, SEBC CATEGORY CANDIDATES

1. Qualification:

- Must have** : (1) BCA/MCA or (2) B.Sc./M.Sc (Computer Science) or (3) B.Com. plus PGDCA (Computer Science) from a recognized University with 55% for General and 50% for SC,ST and SEBC candidates
- Good to have** : ICA (Industrial Computer Account), Knowledge of Electricity Domain.
- Nice to have** : Oracle Apps Exposure.

2. Age limit:(As on the date of issuance of the advertisement i.e. 30/10/2013):

Category	Age Limit
General (UR) Candidates	25 Years
SC/ST/SEBC Candidates	30 Years

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

Category	Relaxation
Female Candidates	05 Years
Ex Armed Force Personnel	10 years
Dependent of Retired Employee of the Company	Upto age of 40 years

3. Vacancies: 10 Reservation : 01 SC, 02 ST, 01 SEBC

More vacancies are likely to occur.

4. Fees (Non Refundable):

Category	Amount
General (UR)/SEBC Candidates	Rs. 500
SC/ST Candidates	Rs. 250

The fee can be paid Online through Credit Card/Debit Card, Net Banking or in any of the Branches of State Bank of India into the "**Power Jyoti Account No: 31959721932.**"



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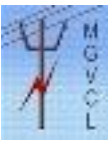
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5. Remuneration:

Fixed remuneration for 1st, 2nd and 3rd year would be Rs.6500/-, Rs.7250/- and Rs.8000/- respectively per month. No other allowance or benefits would be admissible except coverage under Personal Accident Policy, Reimbursement of TA / DA as per rules etc as per GSO 332 dated 03.02.03.

General Instruction and Information to the candidates : (Candidates are required to carefully note) :

1. MGVCL is a multi locational Power Distribution Company having its Corporate Office at Baroda and Five (05) Circle Offices, two at Baroda and one each at Anand, Nadiad & Godhra. Various Divisions and Sub Divisions under these Circles are situated in Baroda, Chhotaudepur, Panchmahal, Mahisagar, Dahod, Anand & Kheda Districts in Central Gujarat.
2. Candidates are required to submit **ONLINE Application** only.
3. Guidelines issued by GUVNL as per GoG directives for Reservation for Women and PH Categories shall be followed. Accordingly Women and PH Candidates shall indicate three places of choice for posting in order of preference. The Widow candidates shall categorically state so and inform if they have remarried. The PH candidates shall state nature of their handicap and submit the disability/PH certificate at relevant time.
4. The candidates shortlisted for written test/interview on basis of their online applications shall be required to submit photocopies of all the relevant certificate and subsequently the original certificates for verification as and when required.
5. The Management reserves the right to relax any of qualification/experience criteria, age etc. in case of deserving candidates.
6. The candidates who have been given grades in their result (graduation/post graduation) shall have to submit a certificate issued by their University/Institute specifying percentage equivalent to the grade obtained by them, at the time of Written Test if they are shortlisted.
7. The Management reserves the right to short-list, select and reject any candidates for Written Test / Interview as the case may be, for selection.
8. The Management reserves the right to cancel the Select List / Wait List at any time at its sole discretion, without assigning any reasons thereof.
9. Knowledge of Gujarati language is essential.
10. Filling up of the post is at the discretion of Management based on suitability of candidates. The decision of management in all matters relating to eligibility, acceptance or rejection of the application, will be final and management will not entertain any enquiry or correspondence in this regard.



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11. Canvassing in any form shall debar the candidate from selection.
12. The candidates working in Government / Semi Government or PSU Organization shall have to produce “NO OBJECTION CERTIFICATE” from the concerned organization at the time of Written Test / Interview as the case may be, failing which their candidature will be disqualified.
13. If the selected candidates are working in any company or organization, they shall have to produce relieving letter from the previous employer at the time of resuming their duty.
14. In case the name or caste differ due to marriage or other reason in educational/experience certificates, the copy of Gazette or marriage certificate for change of name or caste shall have to be attached, alongwith other document as and when required.
15. Mere submission of application and payment of fees do not guarantee the adequacy of candidature for being considered for the further selection process.
16. No travelling fare will be paid to candidates for attending the Written Test / Interview as the case may be.
17. Caste / Roster category Certificate of Gujarat State only will be considered.
18. SEBC candidates who fulfill the qualification and age criteria shall have to submit valid Non Creamy Layer Certificate issued (in Gujarati - પરિશિષ્ટ “ક” (ગુજરાતી)) on or after **01.04.2013** by Competent Authority of Gujarat State.
19. Method for Payment of Fees: Generate application number by registering on line by filling up the Online Application Form and follow step by step instructions.
20. A Non-Refundable Application Fee of Rs. 500 for UR, SEBC & PH Candidate and Rs.250 for SC & ST Candidate has been fixed. Online processing fees of Rs. 5/- and Bank charges of Rs. 50 shall be paid by the applicant to the Bank over and above application fee. Application fee once paid will not be refunded on any account.
21. The fee can be paid Online through Credit Card/Debit Card, Net Banking or in any of the Branches of State Bank of India into the **“Power Jyoti Account No: 31959721932.”**
22. The Application will be registered for further consideration only after the payment of recruitment/application fees is confirmed.
23. No other mode of payment i.e., Demand Draft, Money Order, Postal Order, Cheque etc is acceptable.
24. The Selection list shall be valid for a period of one year from the date of Selection and the validity can be extended for further one year by the Competent Authority, if required.



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25. Interested candidates meeting above criteria may apply **ONLINE on or before 20.11.2013 before 06:00 PM.**
26. The selected Vidyut Sahayak (Jr. Assistant-IT) shall be appointed for duration of three years and at discretion of the Management shall be considered for appointment to the post of Jr. Assistant-IT in the pay scale of Rs.9700-21710 subject to completion of the period of three years as Vidyut Sahayak to the satisfaction of MGVCL. They will have to submit an undertaking to the effect that recommendation of Dr. P.K.Das committee shall be binding to them in future.

Documents to be produced at time of Written Test or as and when required.

1. Two recent passport size photographs.
2. Attested copy of
 - i. School Leaving Certificate
 - ii. Mark sheets of final year of Graduation/Incase of semester system marksheets of last two semesters of the final year.
 - iii. Degree Certificate
 - iv. Caste (SC/ST/SEBC) Certificate/Disability Certificate (If applicable).
3. Valid Caste (Roster Category) Certificate of Reserved category of Gujarat State only will be considered.
4. In case of SEBC candidates, latest Non Creamy Layer Certificate issued on or after dated 01.04.2013 in Gujarati - પરિશિષ્ટ “ક” (ગુજરાતી)
5. In case of Physically Handicapped Candidates, valid Certificate of Civil Surgeon.
6. In case of Ex. Armed force Personnel, appropriate certificate should be attached.
7. In case of Dependent of Retired Employee, Relieving Order or Employment Certificate.
8. NOC from present employer if applicable.
9. Any other Certificate.

General Manager (HR)