



**EASTERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED
CORPORATE OFFICE**

P&T Colony, Seethammadhara, Visakhapatnam – 530 013

NOTIFICATION

The APEPDCL invites applications from the eligible MALE candidates for filling up of 6 Nos. WATCHMAN posts in O&M Service on regular basis. For other details, contact concerned Superintending Engineer / Operation (or) General Manager (HRD) / Corporate Office (or) may be downloaded from www.apeasternpower.com

Place: Visakhapatnam

Date: 16.02.2014 in Hindu
17.02.2014 in Eenadu

Sd/-
CHIEF GENERAL MANAGER / HRD



**EASTERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED
CORPORATE OFFICE**

P&T Colony, Seethammadhara, Visakhapatnam – 530 013

RECRUITMENT NOTIFICATION FOR THE POST OF WATCHMAN

The APEPDCL invites applications from the eligible MALE candidates for filling up of 6 Nos. WATCHMAN posts in O&M Service on regular basis in the following areas of APEPDCL:

CIRCLE/DISTRICT-WISE BREAK-UP:

Name of the Circle	Community (OC) *
Srikakulam (SKLM District)	1
Vizianagaram (VZM District)	1
Visakhapatnam (VSKP District)	1
Rajahmundry (E.G. District)	1
Eluru (W.G. District)	1
Corporate Office	1
TOTAL	6

* Un-reserved as per Presidential Orders i.e. both Local & Non-local candidates can compete.

* As per G.O. Ms No. 674, General Administration (SPF) Department. Dt. 20.10.1975 read with UO Note No.237/SPF-A/85-2, Dt.20.05.1985, at any given time where there is only one post meant for direct recruitment, it has to be treated as unreserved by the application of clause (a) of sub-paragraph (8) of Paragraph 8 of the Presidential Order. Hence, the General Category (1 No.) post comes under Open Category (unreserved).

The candidates can apply for the available vacancies IN ANY ONE OF THE CIRCLES / CORPORATE OFFICE IN APEPDCL, and their candidature shall be considered for the vacancies existing only in that Circle / Corporate Office.

ELIGIBILITY CRITERIA:

1. Educational Qualifications:

Must Read and Write.

2. **AGE:**

Age not below 18 years and not above 35 years as on date of notification (**16.02.2014**) and Relaxation in upper age limit permissible up to 5 years for SC/ST/BC candidates. For in-service contract workers working in this organization, the age at the time of entry into the organization as contract driver will be considered.

3. ROR (Rule of Reservation) is followed as detailed below:

- i) Open Quota – 50%
- ii) Backward Classes – 29% (BC-A – 7%, BC-B – 10%, BC-C – 1%, BC-D – 7%, BC-E – 4%) Muslim reservation subject to orders of Government from time to time.
- iii) Scheduled Castes – 15%
- iv) Scheduled Tribes – 6%

Note: Reservation to BC-E Group will be subject to the adjudications of the litigation before the Honorable Courts including final orders in Civil Appeal No: (a) 2628-2637 of 2010 in SLP.No. 7388-97 of 2010, dated. 25.03.2010 and order from the Government.

Latest Community Certificate issued by Tahsildar in original in respect of SC / ST & BC candidates clearly indicating the Sub-Caste and group is considered.

4. Women, PH and Ex-Servicemen categories are excluded.

5. Experienced candidates will be preferred in selection.

6. **Marks for in-service Contract Worker:**

- i) The in-service contract worker engaged through private agency who has been working in this organization (APTRANSCO / APGENCO / AP DISCOMs) will be given weightage marks to a maximum of 20, depending on the length of the Service in this organization (APTRANSCO / APGENCO / AP DISCOMs) i.e., two marks for every completed year of service as contract worker. Any disruption or discontinuation of service for a continuous period of 180 days and above for whatever the reason as contract worker shall be considered, as if fresh commencement from the date of resumption after such discontinuation or disruption
- ii) The experience must be in the relevant job, for one to become entitled to be granted weightage marks.

- iii) The contract labour who have rendered service and available in-service as on the cut off date are alone entitled for the weightage marks. Those who are not in service on contract basis as on the cut off date but who may have rendered service in the past are not entitled to make any such claim.
- iv) **Endurance Test**: Running Race of 2.5 KMs to be completed in 13 minutes.
- v) To claim weightage marks one has to get qualifying marks. The qualifying marks are different for different categories i.e. O.C., B.C., S.C. & S.T.
- a) OC – 40 Marks.
- b) BC – 35 Marks.
- c) SC and ST – 30 Marks or as per Rules.
- (Those who obtain Qualifying marks in Running Race shall be considered for further evaluation).
- vi) Break-up Marks for preparation of Merit List:
- a) Running Race - 80 Marks.
- b) Service Weightage - 20 Marks
- vii) Selection shall be made duly following the Rule of Reservation / Roster System / Reservation / Presidential Order.
- viii) Study Certificate or Residential Certificate issued by the Officer of the Revenue Department not below the rank of Tahsildar in independent charge of Mandal as the case may be, will be taken into count for determining the Local Area of DISCOM.
(The Nativity / Residence Certificate issued by Tahsildar / MRO should be submitted for Proof)
- ix) **Date of Birth Certificate for proof should be submitted in the form of T.C.**
Date of Birth Certificate for proof should be submitted in the form of Transfer Certificate in the respective class studied.
Note: In case of non-availability of Transfer Certificate, he can produce Date of Birth in the form of Certificate of Caste issued by M.R.O. certificate of Birth issued by Registrar of Births and Deaths.

Application Fee:

Each applicant must pay Rs.250/- (Rupees Two Hundred and Fifty only) towards Application Fee. SC / ST / BC candidates are exempted.

Scale of Pay:

Rs.8420 – 170 – 9270 – 250 – 10520 – 325 – 12145 – 400 - 13745

Probation:

The candidate appointed to the post shall be placed on probation for period of 2 years.

All the applicants should submit the following Undertaking Certificate along with application form.

UNDERTAKING

All the information with regard to Qualification, Age etc. in respect of the eligibility criteria are true and correct and in the event of any concealment of facts are found at a later date, I shall be held responsible and I am liable for punishment / Disciplinary Action as deemed fit.

SIGNATURE OF THE APPLICANT

HOW TO APPLY:

APPLICATION FORM: The candidates can down load the application forms from the APEPDCL website (www.apeasternpower.com).

APPLICATION: The candidates should submit their application form along with required fee and other documents to the concerned Circle Superintending Engineer as shown below on or before **15.03.2014 at 5 PM.**

Name of the Circle	Postal Address of the Office for sending the application form
Srikakulam	The Superintending Engineer/ Operation Circle/ APEPDCL/ Opposite Sri Priya Hotel, G.T. Road / Srikakulam
Vizianagaram	The Superintending Engineer / Operation Circle / APEPDCL / Dasannapeta / Vizianagaram
Visakhapatnam	The Superintending Engineer / Operation Circle /APEPDCL / Opposite Green Park Hotel, Maharaniapeta, Visakhapatnam.
Rajahmundry	The Superintending Engineer/ Operation Circle/APEPDCL/ Ullithota Vari Street, Godavari River Bund, Rajahmundry, East Godavari District.
Eluru	The Superintending Engineer/ Operation Circle/ APEPDCL / R.R. Pet / Eluru / West Godavari District.
Corporate Office	The Chief General Manager / HRD / APEPDCL / Corporate Office / Near Gurudwara / P&T Colony / Seethammadhara / Visakhapatnam

Mode of Payment of Fee:

The Applicant should pay the prescribed fee accompanied by a (MICR – Magnetic Ink Character Recognize) Demand Draft drawn on any scheduled bank for Rs.250/- (Rupees Two Hundred and Fifty only) (non-refundable) obtained in favour of the following:

Name of the Circle applied	Demand Draft to be obtained in favour of
Srikakulam	The Accounts Officer / Expenditure / APEPDCL / Srikakulam
Vizianagaram	The Accounts Officer / Expenditure / APEPDCL / Vizianagaram
Visakhapatnam	The Accounts Officer / Expenditure / APEPDCL / Visakhapatnam
Rajahmundry	The Accounts Officer / Expenditure / APEPDCL / Rajahmundry
Eluru	The Accounts Officer / Expenditure / APEPDCL / Eluru
Corporate Office	The Pay Officer / APEPDCL / Corporate Office / Visakhapatnam

NOTE:

- 1) The candidates can apply for the available vacancies IN ANY ONE OF THE CIRCLES / CORPORATE OFFICE IN APEPDCL., and their candidature shall be considered for the vacancies existing only in that Circle / Corporate Office.
- 2) **If no Circle name / Corporate Office is mentioned, his application will be allotted to relevant circle.**
- 3) The applicants are required to go through the detailed notification and decide themselves as to their eligibility for this recruitment carefully before applying and enter the particulars completely.
- 4) Candidates have to submit application along with required fee and documents directly or by post well in advance of the last date to avoid last day rush to the concerned Circle Office.
- 5) For any problems related to submission of applications please contact the concerned Circle between 10:30AM to 1:00PM & 2:00PM to 5:00PM
- 6) APEPDCL is not responsible for any discrepancy in submitting the applications by post / in person.
- 7) The applicants are therefore advised to strictly follow the instructions issued in notification in their own interest.
- 8) Applicant must compulsorily fill-up all relevant fields of application and submit application by post / in person only.
- 9) Incomplete/incorrect application form will be summarily rejected. APEPDCL under any circumstances will not entertain the information if any furnished by the candidate subsequently. Applicants should be careful in filling-up of the application form at the time of submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he comes through the final stage of recruitment process or even at a later stage.

General

- The candidate should not furnish any false tampered, fabricated information or suppress any material information while filling up the application form.

- Candidates called for verification of certificates will be required to furnish documentary proof (Originals) in evidence as and when called for.
 - a) Age: Date of Birth Certificate for proof should be submitted in the form of T.C. Date of Birth Certificate for proof should be submitted in the form of Transfer Certificate in the respective class studied.
 Note: In case of non-availability of Transfer Certificate, he can produce Date of Birth in the form of Certificate of Caste issued by M.R.O. / Certificate of Birth issued by Registrar of Births and Deaths.
 - b) Permanent Community Certificate issued by MRO in original or Original Caste Certificate issued by Revenue Officer not less than the rank of MRO issued not less than six months from the date of issue of notification in respect of SC/ST & BC candidates clearly indicating the Sub-Caste and group (**Proforma in Annexure-I**).
 - c) Study Certificate from IV to X Class (**Proforma in Annexure - II**).
 - d) Residential Certificate issued by the Officer of the Revenue Department not below the rank of Tahsildar in independent charge of Mandal as the case may be (who have not studied in any Educational Institutions upto SSC) (**Proforma in Annexure - III**)
- Only male candidates are eligible. **Women and PH and Ex-Servicemen Candidates are not eligible.**
- The selection committee shall ensure that the requirement of community roster are fulfilled as per rules in force.
- Candidates will be required to appear for prescribed Running Test as and when conducted at their own cost.
- The decision of the Selection Committee/APEPDCL is final in selection and allotment of candidates.
- **Disqualification**:- Conviction in Criminal cases involving moral turpitude declared insolvent.
- Physical Fitness certificate issued by a Medical Officer of the rank not less than that of Civil Surgeon in the prescribed proforma at the time of joining.

- The EPDCL reserves the right to cancel the Notification/Recruitment process at any stage without assigning any reasons.

Other terms and conditions of appointment:

Application should be sent in a sealed cover superscribed as APPLICATION FOR THE POST OF WATCHMAN to the following address to which he is applying for:

Name of the Circle	Postal Address of the Office for sending the application form
Srikakulam	The Superintending Engineer/ Operation Circle/ APEPDCL/ Opposite Sri Priya Hotel, G.T. Road / Srikakulam
Vizianagaram	The Superintending Engineer / Operation Circle / APEPDCL / Dasannapeta / Vizianagaram
Visakhapatnam	The Superintending Engineer / Operation Circle /APEPDCL / Opposite Green Park Hotel, Maharaniapeta, Visakhapatnam.
Rajahmundry	The Superintending Engineer/ Operation Circle/APEPDCL/ Ullithota Vari Street, Godavari River Bund, Rajahmundry, East Godavari District.
Eluru	The Superintending Engineer/ Operation Circle/ APEPDCL / R.R. Pet / Eluru / West Godavari District.
Corporate Office	The Chief General Manager / HRD / APEPDCL / Corporate Office / Near Gurudwara / P&T Colony / Seethammadhara / Visakhapatnam

- Applications received after due date and time i.e., after **15.03.2014** at 5.00 PM will be rejected summarily. The APEPDCL is not responsible for postal delay.
- Application forms not accompanied by the copies of attested certificates mentioned as above shall be summarily rejected.
- One self addressed envelope 11 x 5 inch duly affixing the requisite postal stamps has to accompany the application form for intimation.
- Canvassing in any form would be disqualification.
- Applications pertaining to other Circle options should not be sent to Corporate Office and such applications will be summarily rejected.
- Applications with invalid D.Ds (if applicable) will be rejected summarily.



EASTERN POWER DISTRIBUTION COMPANY OF A.P. LIMITED

APPLICATION FOR THE POST OF WATCHMAN

(For Office Use Only)

Hall Ticket No. _____ Application No : _____

Checked and the application is Admitted / Rejected for the following reasons:

Checked by:

(Initial of the Officer)

(To be filled in by the candidate – Use CAPITAL LETTERS only)

=====

NAME OF THE CIRCLE APPLIED FOR: _____

(VIZIANAGARAM / SRIKAKULAM / VISAKHAPATNAM / RAJAHMUNDRY / ELURU / CORPORATE OFFICE)

Demand Draft Particulars			
Demand Draft No.	Date	Amount 250/-	Name of the Bank/Branch

1. Name of the Candidate: NAME SURNAME

2. Date of Birth: Date Month Year
(in words _____)

Affix latest
Passport Size
photograph
attested by
Gazetted
Officer

3. Father's Name :

4. Marital Status: (Married / Unmarried)

P.T.O.

::2::

5. Present Mailing Address:

6. Permanent Address:

7. Educational Qualifications: (**ACADEMIC / TECHNICAL**)
(Specify clearly class obtained and distinction with percentage of Marks)

Details of qualification	Name of the Institution	Year of Passing	Percentage of marks

8. Whether belongs to: SC/ST/BC (Specify clearly A/B/C/D/E for BCs): YES NO
(if "YES" indicate your Caste and Sub-Caste) Sub Caste: _____

9. Native District:

10. Mother Tongue:
(Do you know Telugu, if so state whether you can speak/read/write)

11. Names of Two responsible persons from whom antecedents can be verified together with their addresses.
(i) (ii)

12. Have you ever been convicted? : Yes No
If so give details

13. Have you ever been involved in criminal case? : Yes No
If so give details

14. Are you working any where/ if so furnish the details:

Contd...3

::3::

15. If the service weightage is claimed, furnish the details of work experience in the following table:

S.No.	Unit of work (Example : Watchman)	Office details	From	To

UNDERTAKING

All the information with regard to Qualification, Age etc., in respect of the eligibility criteria are true and correct and in the event of any concealment of facts are found at a later date I shall be held responsible and I am liable for Punishment / Disciplinary action as deemed fit.

Station:

Date:

Signature of the Candidate

Note: Strike off "WHOLE/PART" as the case may be, which is / are applicable.

CERTIFICATE TO BE ISSUED BY GAZETTED OFFICER

I hereby certify that the candidate whose photo is affixed has signed in my presence and that the particulars stated above are correct to the best of my knowledge and belief.

Station:

Signature:

Date:

Name and Office Seal:

Contd...4

LIST OF ENCLOSURES WITH APPLICATION FORM:

Following documents are to be attached to the application form:

- 1) Photocopy of Date of Birth Certificate.
- 2) Photocopy of Study Certificate.
- 3) Photocopy of Proof of residence.
- 4) Demand Draft for Rs.250/- (Rupees Two Hundred and Fifty only) in case of OC candidates. Candidates belonging to SC/ST/BC are exempted from payment.
- 5) Self Addressed Envelope of 11"x 5" duly affixing Postal stamps worth Rs.10/- (Rupees Ten only).
- 6) Two latest Passport size Photographs attested by a Gazetted Officer, in addition to the photos affixed on the application, in an envelope.
- 7) Fresh Community Certificate.
- 8) B.C candidates should furnish the group details Sub-Castes viz. A,B,C, D & E.
- 9) In-service contract worker shall submit certificate (Proforma in ANNEXURE-IV) from the concerned Divisional Engineer / Certifying Officer evidencing length of service, continuity of in-service as contract worker/with recorded evidence through sub-station log books to be certified by the concerned Divisional Engineer / Certifying Officer.

OR

With recorded evidence of EPF No. in his name to be certified by the concerned Divisional Engineer / Certifying Officer.

NOTE:

- a) **Photocopies of certificates attested by a Gazetted Officer in support of items 2,7 & 8 of the application should be furnished.**
- b) **At the time of selection, all the ORIGINAL Documents / Certificates shall be carried by the candidate.**

ANNEXURE - I
FORM FOR COMMUNITY, NATIVITY AND DATE OF BIRTH CERTIFICATE

Serial No.

S.C.
S.T.
B.C.

Seal of the
Issuing Office

District Code:
Mandal Code:
Village Code:

Certificate No:

COMMUNITY, NATIVITY AND DATE OF BIRTH CERTIFICATE

(1) This is to certify that Sri_____ Son of Sri._____ of Village/Town_____ Mandal _____ District_____ of the state of Andhra Pradesh belongs to _____ Community which is recognized as(*) S.C./S.T./B.C. sub-group _____.

The Constitution (Scheduled Castes) Order, 1950
The Constitution (Schedule Tribes) Order, 1950

G.O.Ms.No.1793, Education, dated 25.9.1970 as amended from time to time (BCs)/SCs, STs list (modification) Order, 1956 S.Cs and S.Ts (Amendment) Act, 1976.

(2) It is certified that Sri_____ is a native of _____ Village/Town _____ Mandal _____ District of Andhra Pradesh.

(3) It is certified that the place of birth of Sri_____ is _____ Village/Town _____ Mandal _____ District of Andhra Pradesh.

(4) It is certified that the date of birth of Sri_____ is ____ Day ____ Month ____ Year _____ (in words) _____ as per the declaration given by his / father / mother / guardian and as entered in the school records where he studied.

Signature:
Date:
Name in Capital Letters:
Designation:
(seal)

Explanatory Note:- While mentioning the community, the Competent Authority must mention the sub-caste (in case of Scheduled Castes) and sub-tribe or sub-group (in case of Scheduled Tribes) as listed out in the S.Cs and S.Ts (Amendment) Act, 1976.

ANNEXURE – II
SCHOOL STUDY CERTIFICATE

NOTE: Should be obtained from the Head of Educational Institution(s).

Name of the candidate:

Name of the School:

Admission No.

Class	Name and Place of School	District	Duration of Study giving month and year
I			
II			
III			
IV			
V			
VI			
VII			
VIII			
IX			
X or SSC			

STATION:

Signature of the Head of the

DATE:

Educational Institute(s)

**ANNEXURE - III
CERTIFICATE OF RESIDENCE**

(To be produced by such candidates who have not studied in any educational institution during the whole or any part* of the relevant 4/7 years period but claim to be local candidates by virtue of residence for Post Codes for which there is reservation for Local Candidates)

It is here by certified

(a) That Sri _____
S/o. _____ appeared for the first time for the Matriculation
(S.S.C) Examination in _____ (Month) _____ (Year).

(b) That he has not studied in any educational institution during the whole/or part of the 4/7 consecutive academic years ending with the academic years ending with the in which he/she first appeared for the aforesaid examination.

(c) That in the 4/7 years immediately preceding the commencement of the aforesaid examination he/she resided in the following place / places namely;

Sl.No.	Village	Mandal	District	Period
1				
2				
3				
4				
5				

OFFICE SEAL:

STATION:

DATED:

Officer of Revenue Department not below
the rank of Mandal Revenue Officer
holding independent Charge of a Mandal.

* STRIKE OFF "WHOLE"/PART AS THE CASE MAY BE

ANNEXURE - IV
SERVICE CERTIFICATE

This is to certify that on verification of the Log Book, Daily Log Sheet, Attendance Register maintained at _____ / Sub-Station/Office and the Aquitence rolls maintained by the Contractor (_____), Sri _____, S/o|D/o|W/o Sri _____, has worked as _____ for the period from _____ to _____, at _____.

The particulars of Sri _____ are noted below:

I) Particulars of Agreement:

S. N o.	Name of the incumbent	Name of the Contractor	Particulars of Agreement		Particulars of Work order		Particulars of check measurement		No. of days present during the period from	Working in sub-station/ section office / any other office	Whether continuing as on date of notification
			Agreement No	Date	Work Order / Sanction No.	Date	Date	Amount			

II) Particulars of EPF: _____

Sl. No	Name of the incumbent	Name of the contractor	Particulars of remittance of EPF			Period	No. of days
			Challan No.	Date	Amount		

III) Particulars of Group Insurance: _____

Sl. No	Name of the incumbent	Name of the contractor	Insurance Policy No.	Period No. of days	
				From	To

IV) Spells of absence for more than 180 days:

Sl. No	Name of the incumbent	Name of the contractor	Spells of Absence		
			From	To	No. of days

Total No. of Man days (excluding absence period) _____ **Days.**

This certificate is issued only for the purpose of enabling **Sri** _____
to apply for the post of _____ in APEPDCL / APTransco
& Other Discoms.

Signature:

Date:

Name in Capital Letters:

Designation:

(Office Seal)