



PASCHIM GUJARAT VIJ CO. LTD

INVITES

APPLICATIONS FOR THE POST OF "VIDYUT SAHAYAK (JUNIOR ASSISTANT)"

1. QUALIFICATION :

Graduate (Regular) in any discipline from recognized University with having 55% or more marks in final year exam for General Category and for reserved category candidates having 50% or more marks in final year exam and have cleared at first attempt without ATKT.

The knowledge of Computer and English language is essential.

2. AGE LIMIT (As on the date of issuance of the advertisement i.e. 03 / 12 / 2013) :

Category	Age Limit
General (UR) Candidates	25 Years
SC/ST/SEBC	30 Years
Physically Handicap Candidates	35 Years

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

Category	Age Limit
Female Candidates	05 Years
Ex. Armed Force Personnel	10 Years
Dependent of Retired Employee of the Company	Upto age of 40 Years

3. Fees (Non Refundable) in terms of Demand Draft :-

Category	Amount
General (UR) / SEBC / PH Candidates	Rs. 500.00
SC/ST Candidates	Rs.250.00

4. REMUNERATION :

Fixed remuneration for 1st, 2nd and 3rd year would be Rs.6500/-, Rs.7250/- and 8000/- respectively per month. No other allowances or benefits would be admissible except coverage under Personal Accident Policy, Reimbursement of TA/DA at par category of Junior Assistant and 12 casual leave only.

The selected Vidyut Sahayak (Junior Assistant) shall be appointed initially for the period of three years and may be considered for appointment to the post of Junior Assistant on regular establishment, in the pay scale of Rs.9700 - 21710 subject to completion of 3 year lock in period satisfactorily.

5. VACANCES : 100 (UR-43, SEBC-35, SC-10, ST-05, PH-07)

- Out of above vacancies, 30 vacancies are reserved for female candidates.
- The number of vacancies mentioned above is provisional and may vary depending on future requirements.

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. The management reserves right to cancel Select list / Waiting list at any time at its sole discretion, without assigning any reasons thereof.
3. 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 and in all such events the fees received by DD will not be refunded. Copy of School Leaving Certificate is must for Birth / Age verification.
4. Applications will be short listed as per percentage, age prescribed as required & short listed candidates only will be called for written test.
5. UR and SEBC Category Candidates have to send Demand Draft of Rs. 500/- and SC and ST Category Candidates have to send Demand Draft of Rs. 250/- payable in favour of "PGVCL, Rajkot". And write down your Name on the back side of the Demand Draft. Demand Draft amount is non-refundable, towards application form fee, processing and scrutiny fee.
6. The applicants have to send Demand Draft with application and the Demand Draft should be obtained from Nationalized Bank.
7. Knowledge of Gujarati, English & Computer is essential.
8. Physically handicapped candidates shall have to submit latest disability certificate of Civil Surgeon indicating the physical disability of 40% or more.
9. Caste (Roster category) certificate of Gujarat State only will be considered.
10. SEBC candidates shall have to submit Non Creamy Layer Certificate (issued in Gujarati પરીશિષ્ટ-ક (ગુજરાતી) on or after 01.04.2013 and caste certificate issued by competent Authority of Gujarat State to be considered under SEBC category. (Non Creamy Layer Certificate issued in English for OBC (other backward class) shall not be considered valid).

11. Selected Candidate shall have to work any where under the jurisdiction of PGVCL and the candidate selected for the post, shall not be transferred from PGVCL to any other subsidiary Company of GUVNL.
12. Candidate, who is applying against any reserved quota as narrated above, may write the same in application form in respective column.
13. In case of Name changed, a copy of Gazette of that effect should be submitted.
14. Mere submission of application does not guarantee the adequacy of candidature for being considered for the selection process.
15. Departmental candidates meeting the qualification / experience criteria can also apply through proper channel and compete with the external candidates.
16. If you are a Govt. servant or working in a Semi Government or Public body, applications should be forwarded through proper channel along with "No Objection Certificate" from the concerned organization, failing which candidature will be disqualified.
17. The selected candidates shall have to produce reliving letter from the previous employer at the time of resuming his duty.
18. PGVCL will not be responsible for any postal loss/delay in receipt of application.
19. Canvassing in any form shall debar the candidate from selection.
20. The syllabus of the competitive exam will be as under
There will be 5 sections in multiple choice question paper having approximate equal weightage for each section:

Section-I	General Knowledge	20%
Section-II	English Language	20%
Section-III	Maths & General Science	20%
Section-IV	Analytical & Logical Reasoning	20%
Section-V	Computer Knowledge	20%

"The question paper will be in English language only"

21. No any traveling fare will be paid to any candidate for attending the written test / Interview.

Interested candidates are requested to apply and send the application along with below mentioned documents so as to reach on or before 13 / 12 / 2013.

- Two Passport size Photographs (To be pasted on Application Format).
- School Leaving Certificate.
- Copy of Mark Sheets of all Year of Graduation (in case of Points / Grade, a transcript showing the conversion in to percentage is to be attached compulsorily, failing which the candidature shall not be considered).
- Degree Certificate.
- Caste Certificate (If belonging to reserved category)
- Latest Non Creamy Layer Certificate in the form of "Parishisht-K" Gujarati only (If belonging to SEBC category).
- Crossed Demand Draft (Name should write on the back side of DD).
- Medical Certificate (For Physical Handicapped Candidates).
- Death Certificate and affidavit as per given format on non judicial stamp of Rs. 20/- (For Widow Candidates).
- Any Other relevant documents.

The application should be reached on or before 13 / 12 / 2013 on the following address by **Registered Post (R.P. A.D.)** only, duly mentioning "Application for the post of Vidyut Sahayak (Junior Assistant)" on envelop.

The Additional General Manager (HR),
Paschim Gujarat Vij Co. Lt.d.
Regd. & Corporate Office,
"Paschim Gujarat Vij Seva Sadan",
Nana Mava Main Road, Laxminagar,
Rajkot - 360004 (Gujarat)

The application received without RPAD will not be considered.

Additional General Manager (HR),
PGVCL - Rajkot