

# **Jharkhand State Electricity Regulatory Commission**

1<sup>st</sup> Floor, Jharkhand State Housing Board (Old Headquarter), Harmu Housing Colony, Ranchi - 834002

Website: [www.jserc.org](http://www.jserc.org)

Email: [info@jserc.org](mailto:info@jserc.org)

Advt. No. Estb. 293/2023

Date – 12.09.2023

## **NOTICE**

Jharkhand State Electricity Regulatory Commission (JSERC), a statutory body discharging its functions under the provisions of the Electricity Act, 2003 invites applications for direct recruitment/appointment on the posts of **Assistant, Accountant, Cashier, Assistant-cum-Bench Clerk (Peshkar), Stenographer-cum-Computer Operator, Clerk-cum-Typist-cum-Computer Operator, Receptionist, Driver, Security Guard (Day/Night), Peon and Sweeper** for the Commission.

The detailed advertisement and the performa containing application form are available on the website of the Commission at [www.jserc.org/vacancy2023.pdf](http://www.jserc.org/vacancy2023.pdf).

The last date of receiving the application form is 12/10/2023 till 05.00 P.M in the Commission.

**By Order of the Commission**

**Sd/-**

(Rajendra Prasad Nayak)

Secretary

# झारखण्ड राज्य विद्युत नियामक आयोग, राँची

प्रथम तल, झारखण्ड राज्य आवास बोर्ड, मुख्यालय (पुराना),  
हरमू हाउसिंग कॉलोनी, राँची -834002 ।

विज्ञापन सं० स्थापना 293/2023

दिनांक 12.09.2023

## सूचना

झारखण्ड राज्य विद्युत नियामक आयोग, राँची में सहायक, लेखापाल, रोकड़पाल, सहायक-सह-बैंच कर्लक (पेशकार), आशुलिपिक-सह-कम्प्यूटर ऑपरेटर, कर्लक-सह-टंकक-सह-कम्प्यूटर ऑपरेटर, स्वागतक, चालक, सुरक्षा प्रहरी (दिन/रात), आदेशपाल और सफाईकर्मी के पदों के लिए सीधी भर्ती हेतु योग्य उम्मीदवारों से आवेदन आमंत्रित किये जाते हैं ।

विज्ञापन की विस्तृत जानकारी और आवेदन पत्र का प्रारूप झारखण्ड राज्य विद्युत नियामक आयोग, राँची के वेबसाइट ([www.jserc.org/vacancy2023.pdf](http://www.jserc.org/vacancy2023.pdf)). पर उपलब्ध है ।

आवेदन प्राप्त करने की अंतिम तिथि 12.10.2023 अपराह्न 05:00 बजे तक है ।

आयोग के आदेशानुसार

ह०/—  
( आर०पी० नायक )  
सचिव

**JHARKHAND STATE ELECTRICITY REGULATORY COMMISSION, RANCHI**

1<sup>st</sup> Floor, Jharkhand State Housing Board (Old Hqr.), Harmu Housing Colony,  
Ranchi-834002 Website:[www.jserc.org](http://www.jserc.org). Email:[info@jserc.org](mailto:info@jserc.org)

Advt. No. Estb.293/2023

Dated 12<sup>th</sup> September 2023

**EMPLOYMENT NOTICE**

Jharkhand State Electricity Regulatory Commission (JSERC), a statutory body discharging its functions under the provisions of the Electricity Act, 2003 invites applications for direct recruitment/appointment on the following posts. The required qualifications, experience and other terms and conditions as provided under JSERC (Officers and staff Recruitment Rules and Service Conditions) Regulations, 2012 are as given below:

<b>Sl. No.</b>	<b>Name of the Posts</b>	<b>Essential Educational Qualification &amp; Qualifying Service</b>	<b>Desirable Qualification &amp; Experience</b>
1.	Assistant Pay Band-9,300-34,800/- Grade Pay – 4,200/- No. of Posts–3 (Three)	a). Bachelor Degree from any recognized University. b). Passed Hindi / English typing Examination from recognized institute	a). Good writing and verbal communication skill. b). Computer literacy. c). Experience of working in any Electricity Regulatory Commission, Government organization / Public Sector Undertaking.
2.	Accountant Pay Band-9,300-34,800/- Grade Pay – 4,200/- No. of Posts–1 (One)	a). Bachelor Degree preferably commerce from any recognized University. b). Passed Hindi/English typing Examination from recognized institute.	a). Good writing and verbal communication skill. b). Computer literacy. c). Experience of handling cash and maintaining Accounts in any Electricity Regulatory Commission, Government organization / Public Sector Undertaking.
3.	Cashier Pay Band-9,300-34,800/- Grade Pay – 4,200/- No. of Posts–1 (One)	a). Bachelor Degree preferably commerce from any recognized University. b) Passed Hindi/English typing Examination from recognized institute.	a). Good writing and verbal communication skill. d). Computer literacy. c). Experience of handling cash and maintaining Accounts in any Electricity Regulatory Commission, Government organization / Public Sector Undertaking.
3	Assistant-cum-Bench Clerk Pay Band- 9,300-34,800/- Grade Pay – 4,200/- No. of Posts– 1 (One)	a) Bachelor Degree from any recognized University. b) Passed Hindi/English typing Examination from recognized institute.	a). Good writing and verbal communication skill. b). Computer literacy. c). Experience of working in any Electricity Regulatory Commission, Government organization/Public Sector Undertaking.

4.	Clerk-cum-Typist-cum-Computer Operator Pay Band- 5,200-20,200/- Grade Pay - 2,400/- No. of Posts- 2 (Two)	<p>a). Bachelor Degree from any recognized University.</p> <p>b). Diploma in Computer from a recognized Institute.</p>	<p>a). Good writing and verbal communicational skill.</p> <p>b). Person having good knowledge of computer hardware, local area networking and website maintenance. Preference will be given to the candidates who have Passed English Typing examination</p> <p>c). Experience of working in any Electricity Regulatory Commission, Government organization/Public Sector Undertaking.</p>
5.	Stenographer-cum-Computer Operator Pay Band-5,200-20,200/- Grade Pay - 2,400/- No. of Post- 3 (Three)	<p>a). Bachelor Degree from any recognized University.</p> <p>b). Certificate of Hindi/English shorthand and typing from recognized Board/Institute.</p> <p>c). Knowledge and working experience on computer.</p>	<p>a) Speed in English Shorthand should not be less than 80w.p.m.and Typing speed in Hindi/English should not be less than 25/35 w.p.m. respectively.</p> <p>b). Preference will be given to the candidates having bilingual typing and shorthand.</p> <p>c). Experience of working in any Electricity Regulatory Commission, Government organization / Public Sector Undertaking.</p>
6.	Receptionist Pay Band-5,200-20,200/- Grade Pay - 2,400/- No. of Post- 1 (One)	<p>a). Bachelor Degree preferably on hospitality sector from any recognized University.</p> <p>b) Knowledge and working experience on computer.</p>	<p>a). Good writing and verbal communicational skill.</p> <p>b). Preference will be given to the candidates who have passed English Typing examination and having good knowledge of computer hardware, local area networking and website..</p>
7.	Driver Pay Band-5,200-20,200/- Grade Pay - 1,900/- No. of Posts- 5 (Five)	<p>a). Minimum 8<sup>th</sup> pass from any recognized School/Board.</p> <p>b). The candidates should have a valid driving license of more than 5 years old for light motor vehicles</p>	Driving experience of at least two years.
8.	Security Guard Pay Band - 5200-20200 Grade pay-1900/- No. of Post-2	a) Minimum 8 <sup>th</sup> pass from any recognized School/Board.	Experience of working in any organization as Security Guard.
9.	Peon Pay Band-5200-20200 Grade Pay- 1800/- No. of Post- 7	a) Minimum 8 <sup>th</sup> pass from any recognized School/Board.	Experience of working in any organization as peon.
10.	Sweeper Pay Band- 5200-20200 Grade Pay-1800/- No. of post-2	a) Minimum 8 <sup>th</sup> pass from any recognized School/Board.	Experience of working in any organization as Sweeper.

### **General Instruction for recruitment/appointment:-**

1. The attached format of the application may be downloaded from the Commission's website [www.jserc.org](http://www.jserc.org).
2. Incomplete applications or submitted in different format are liable to be summarily rejected. The Commission reserves the right to cancel the applications found incomplete in any respects.
3. Candidate must mention on the top of envelop "Application for the post of ....."
4. The candidates willing to submit application for two or more post will have to submit separate applications for all the post.
5. The application in the format is to be submitted to the Secretary, Jharkhand State Electricity Regulatory Commission, 1<sup>st</sup> Floor, Jharkhand State Housing Board (old headquarter), Harmu Housing Colony, Ranchi-834002 along with self attested copies of certificates/Mark sheets for education qualifications (starting from matriculation), category, self attested passport size recent photograph and details of experience, if any, through **registered/speed post only so as to reach latest by 12/10/2023** upto 5:00 P.M.
6. Reservation will be applicable as per Govt. of Jharkhand norms
7. The age limit will be as per the State Government rules.  
\* Temporarily engaged/working staff of the Jharkhand State Electricity Regulatory Commission will get age relaxation upto the number of years already worked in the Jharkhand State Electricity Regulatory Commission.
8. The candidates will have to appear for written test/interview as decided by the Commission.
9. The Commission reserves the right to shortlist the applications and only shortlisted candidates will be called for written test / interview.
10. Preference and weightage shall be given to the candidates who have worked in Jharkhand State Electricity Regulatory Commission in the following manner:
  - For every 10 years of continuous service of any candidates in Jharkhand State Electricity Regulatory Commission, extra 10 marks will be given to the said candidate.
  - For every 15 years of continuous service of any candidates in Jharkhand State Electricity Regulatory Commission, extra 15 marks will be given to the said candidate.
  - For every 20 years of continuous service of any candidate in Jharkhand State Electricity Regulatory Commission, extra 20 marks will be given to the said candidate.
11. Candidates in Central/State/UT government service or in the service of Autonomous/Statutory Body/PSUs/Corporations etc. should apply through proper channel only. The applications of such applicants should be forwarded along with a "No Objection Certificate" from their parent Department and duly enclosing attested copies of Annual Confidential Reports of last five years and vigilance clearance certificate. However, an advance copy may be sent directly by the candidate to avoid delay and shall produce the above "No Objections Certificate" prior to written test/interview, if called for.
12. The candidates should possess sound health, good moral character and should not have been involved in, or connected to any criminal case of any type involving moral turpitude.

13. Mere fulfilling the eligibility criteria does not entitle the candidate to be considered for selection process.
14. Incomplete applications or applications received after due date i.e. after 5:00 PM 12<sup>th</sup> October, 2023 will not be considered.
15. The Commission shall have full discretion to make appointment against all or some of the above detailed posts in any manner and Commission's decision in this regard shall be final.
16. The Commission reserves the right to reject any or all applications at any stage without assigning any reason whatsoever.

**Terms & conditions for Direct Recruitment:-**

1. The probation period will be for two years which may be extended on the terms and conditions as provided under clause 12 of JSERC (Officers and Staff Recruitment Rules and Service Conditions) Regulation 2012

**Enclosures :**

1. Self attested photocopy of following documents:-
  - a) Matriculation Certificate in proof of date of Birth
  - b) Provisional/Original certificate of Graduation/Post Graduation from a recognized University.
  - c) Caste Certificate (in case of reserved category candidates)
  - d) Domicile certificate issued by the competent authority in case of claiming reservation/Handicapped candidates)
  - e) Experience Certificate
  - f) One self attested recent passport size photograph be pasted on the form.
  - g) One self-addressed envelope of 10x4.5 cm.

**Important**

1. Application should be filled up in ENGLISH/HINDI in the format prescribed.
2. The appointment will be made strictly from the panel of successful candidates prepared on the basis of Merit.
3. The decision of the Selection Committee shall be final and binding and no communication shall be entertained.
4. The intimation letter indicating the date and venue for Examination/Interview shall be forwarded to the candidates individually by post.
5. The Commission also reserves the right not to fill above posts without assigning any reason. In the case of such eventuality, the notice of such vacancy shall be treated as cancelled.
6. Only the applicant to this advertisement will be considered for appointment.

(R.P. Nayak )  
Secretary

Self attested  
recent  
Photograph

**APPLICATION FORMAT**

1. Application for the Post of : .....
2. Name of the applicant (in capital letters) : .....
3. Father's/Husband's name : .....
4. Address for communication with pin-code:  
.....  
.....  
.....
5. Permanent Address : .....
6. Date of Birth : .....
7. Nationality : .....
8. (a). Contact telephone number: .....
- (b). Email ID, if any : .....
9. Educational & Professional Qualification:

Examination Passed	Name of Board/University	Year of passing	Class/Division

10. Other Qualification, if any : .....

11. Category (please Tick)

- a. General
- b. O.B.C. (Schedule-I)
- c. B.C. (Schedule-II)
- d. S.C.
- e. S.T.

12. Sex (please specify) : .....

13. Whether presently serving in any of Regulatory Commission (Yes/No): If yes,

a. Name of the Regulatory Commission:

.....

b. Name of Post held : .....

c. Working since : .....

14. Whether handicapped, if yes tick the type and mention the % of disability:

.....

(a) Blindness or low vision (b) Hearing impairment (c) Locomotors  
disability or cerebral palsy.

**Declaration**

Certified that the information furnished by me here in above is true to my personal knowledge. I know that if any thing stated here in above turns out to be false, Jharkhand State Electricity Regulatory Commission may cancel my candidature at any stage of selection process and may debar me from participating in the selection process at its sole discretion. Further, I know that if I obtain appointment under these Rules, based on any false or incorrect information, my appointment shall liable to immediate termination/revocation/cancellation and this may also entail my criminal prosecution under Penal Laws.

Date:

Place:

Signature of the candidate