

Advt. No. : HPU/Part-I/2015

Date of Advertisement : 14-07-2015

Haryana Power Utilities (HPUs) viz. Haryana Power Generation Corporation Limited (HPGCL), Haryana Vidyut Prasaran Nigam Limited (HVPNL), Uttar Haryana Bijli Vitran Nigam Limited (UHBVNL) & Dakshin Haryana Bijli Vitran Nigam Limited (DHBVNL) invite online applications from eligible Indian nationals for the following posts (*Recruitment being done in association with Power Grid Corporation of India Limited*)

		POSTS, NO. OF VACANCIES & JOB SPECIFICATION				
POST & POST ID	ASSISTAN	POST ID : 81				
	118 [UR = 56 ; SC = 21 ; BC-A = 11 ; BC-B = 06 ; SBC = 08 ; EBP(Gen) = 08; ESM = 07 ; PwD = 01]					
Vacancies	HVPNL	HVPNL 40 [UR = 17; SC = 08+01*; BC-A = 04; BC-B = 02; SBC = 02; EBP(Gen) = 02; ESM * Backlog vacancy				
	UHBVNL	NL 27 [UR = 12; SC = 02; BC-A = 02; BC-B = 02; SBC = 04; EBP(Gen) = 04; ESM = 01]				
	DHBVNL	31 [UR = 18; SC = 06; BC-A = 03; BC-B = 01; SBC = 01; EBP(Gen) = 01; ESM =	01]			
	HPGCL	20 [UR = 09; SC = 04; BC-A = 02; BC-B = 01; SBC = 01; EBP(Gen) = 01; ESM = 0 0L]]	01 ; PwD = 01[Gen /OH-			
Essential Qual.	 (a) Full – Time Bachelor of Engineering Degree or equivalent Degree* from a University duly recognized by Central Government or a State Government with a minimum 60% marks in respect of General category & other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in any one of the following disciplines : (i) Electrical / Electrical & Electronics Engineering 					
	(b) Must have passed Hindi / Sanskrit up to matric standard.					
Pay Scale	₹ 9300-34800+5400/- Grade Pay					
Age	20 – 42 ye	20 – 42 years				
POST & POST ID	ASSISTANT ENGINEER [MECHANICAL] POST ID : 82					
Vacancies	HPGCL	16 [UR = 07 ; SC = 03 ; BC-A = 01 ; BC-B = 01 ; SBC = 01 ; EBP(Gen) = 01; ESM * Backlog vacancy	= 01+01*]			
Essential Qual.	(a) Full-Time Bachelor of Engineering Degree or equivalent Degree* from a University duly recognized by Central Government or a State Government with a minimum 60% marks in respect of General category & other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in the following discipline :					
	(i) Mechanical Engineering					
	(b) Must have passed Hindi / Sanskrit up to matric standard.					
Pay Scale	₹9300-34	4800+5400/- Grade Pay				
	20 – 42 years					



POST & POST ID	ASSISTANT ENGINEER [INSTRUMENTATION] POST ID : 83					
Vacancies	HPGCL	04 [UR = 02 ; SC = 01 ; ESM = 01*] * Backlog vacancy				
Essential Qual.	 (a) Full-Time Bachelor of Engineering Degree or equivalent Degree* from a University duly recognized by Central Government or a State Government with a minimum 60% marks in respect of General category & other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in any one of the following disciplines : (i) Instrumentation / Instrumentation and Control / Instrumentation Technology 					
Pay Scale		t have passed Hindi / Sanskrit up to matric standard.)0+5400/- Grade Pay				
Age	20 – 42 years					
POST & POST ID	ASSISTANT E		84			
10010100112		SC = 05; $BC-A = 02$; $ESM = 01$]				
	HVPNL	10 [UR = 07; SC = 02; BC-A = 01]				
Vacancies	UHBVNL	07 [UR = 06; SC = 01]				
vacancies	DHBVNL	08 [UR = 06; SC = 02]				
	HPGCL	04 [UR = 02; BC-A = 01; ESM = 01*] * Backlog vacancy				
Essential Qual.	 (a) Full-Time Bachelor of Engineering Degree or equivalent Degree* from a Un recognized by Central Government or a State Government in Computer Sciences & Information Technology with a minimum 60% marks in respect of General cate category candidates and 55% marks in respect of SC category candidates of Haryana 					
	(b) Mus	t have passed Hindi / Sanskrit up to matric standard.				
Pay Scale	₹9300-3480	00+5400/- Grade Pay				
Age	20 – 42 years	S				
POST & POST ID	ASSISTANT E	NGINEER [ELECTRONICS] POST ID : 8	85			
Vacancies	HPGCL	07 [UR = 03 ; SC = 01 ; BC-A = 01 ; SBC = 01 ; ESM = 01*] * Backlog vacancy				
Essential Qual.	 (a) Full-Time Bachelor of Engineering Degree or equivalent Degree* from a University duly recognized by Central Government or a State Government with a minimum 60% marks in respect of General category & other category candidates and 55% marks in respect of SC category candidates of Haryana domicile, in any one of the following disciplines : (i) Electronics & Communication / Electronics & Telecommunication / 					
	 (i) Electronics / Electronics & Communication / Electronics & Telecommunication / Electronics & Electrical Communication Engineering 					
	(b) Mus	t have passed Hindi / Sanskrit up to matric standard.				



POST & POST ID	ASSISTANT ENGINEER [ELECTRONICS] POST ID : 8							
Pay Scale	₹9300-34800-	-5400/- Grade Pay						
Age	20 – 42 years	, ,						
POST & POST ID	ASSISTANT ENGINEER [CIVIL] POST ID : 86							
	16 [UR = 07 ; SC	16 [UR = 07 ; SC = 04 ; BC-A = 02 ; SBC = 01 ; EBP(Gen) = 01 ; ESM = 01]						
	HVPNL	04 [SC = 02*; BC-A = 01*; ESM = 01*] * Backlog vacancy						
Vacancies	UHBVNL	02 $[\mathbf{UR} = 01; \mathbf{SC} = 01]$						
	DHBVNL	02 [UR = 02]						
	HPGCL	08 [UR = 04 ; SC = 01 ; BC-A = 01 ; SBC = 01 ; EBP(Gen) = 01]						
Essential Qual.	 (a) Full-Time Bachelor Degree in Civil Engineering or equivalent Degree* from a University duly recognized by Central Government or a State Government with a minimum 60% marks in respect of General category & other category candidates and 55% marks in respect of SC category candidates of Haryana domicile. (b) Must have passed Hindi / Sanskrit up to matric standard. 							
Pay Scale	₹9300-34800-	₹9300-34800+5400/- Grade Pay						
Age	20 – 42 years							
POST & POST ID	UPPER DIVISION CLERK [IT] POST ID : 87							
	127 [UR = 30 ; SC = 19 ; BC-A = 12 ; BC-B = 10 ; SBC = 13 ; EBP(Gen) = 14 ; PwD = 03 ; ESM(Gen) = 10 ; ESM(SC) = 04 ; ESM(BC-A) = 05 ; ESM(BC-B) = 03 ; OSP(SC) = 02 ; OSP(BC-A) = 02]							
	UHBVNL(HO)	14 [UR = 2; SC = 2; BC-B = 2; SBC = 2; EBP(Gen) = 2; ESM(Gen) = 2; ESM(SC) = 1; ESM(BC-A) = 1]						
Vacancies								
Vacancies	UHBVNL(FO)	60 [UR = 14 ; SC = 9 ; BC-A = 7 ; BC-B = 4 ; SBC = 6 ; EBP(Gen) = 6 ; PwD (Gen /HH-PD) = 1 ; PwD (SC/(OH-OL)(HH-PD) = 1 ; ESM(Gen) = 4 ; ESM(SC) = 2 ; ESM(BC-A) = 2 ; ESM(BC-B) = 2 ; OSP(SC) = 1 ; OSP(BC-A) = 1]						
Vacancies	UHBVNL(FO) DHBVNL	60 [UR = 14; SC = 9; BC-A = 7; BC-B = 4; SBC = 6; EBP(Gen) = 6; PwD (Gen /HH-PD) = 1; PwD (SC/(OH-OL)(HH-PD) = 1; ESM(Gen) = 4; ESM(SC) = 2; ESM(BC-A) = 2; ESM(BC-B)						
Vacancies Essential Qual.	DHBVNL (a) Full-Time B General cat Haryana Do OR Full-Time M Governmen	 60 [UR = 14; SC = 9; BC-A = 7; BC-B = 4; SBC = 6; EBP(Gen) = 6; PwD (Gen /HH-PD) = 1; PwD (SC/(OH-OL)(HH-PD) = 1; ESM(Gen) = 4; ESM(SC) = 2; ESM(BC-A) = 2; ESM(BC-B) = 2; OSP(SC) = 1; OSP(BC-A) = 1] 53 [UR = 14; SC = 08; BC-A = 05; BC-B = 04; SBC = 05; EBP(Gen) = 06; PwD (EBP(Gen)/HH-PD) = 01; ESM(Gen) = 04; ESM(SC) = 01; ESM(BC-A) = 02; ESM(BC-B) = 01; OSP(SC) = 01; OSP(BC-A) = 01] 53 cachelor Degree in Computer Applications (BCA) with at least 60% marks in respect of egory & other category candidates and 55% marks in respect of SC category candidates of omicile, from a University duly recognized by Central Government or a State Government. 1CA / M.Sc. (Information Technology) from a University duly recognized by Central t or a State Government. 						
Essential Qual.	DHBVNL (a) Full-Time B General cat Haryana Do OR Full-Time M Governmen (b) Must have p	 60 [UR = 14; SC = 9; BC-A = 7; BC-B = 4; SBC = 6; EBP(Gen) = 6; PwD (Gen /HH-PD) = 1; PwD (SC/(OH-OL)(HH-PD) = 1; ESM(Gen) = 4; ESM(SC) = 2; ESM(BC-A) = 2; ESM(BC-B) = 2; OSP(SC) = 1; OSP(BC-A) = 1] 53 [UR = 14; SC = 08; BC-A = 05; BC-B = 04; SBC = 05; EBP(Gen) = 06; PwD (EBP(Gen)/HH-PD) = 01; ESM(Gen) = 04; ESM(SC) = 01; ESM(BC-A) = 02; ESM(BC-B) = 01; OSP(SC) = 01; OSP(BC-A) = 01] 53 cachelor Degree in Computer Applications (BCA) with at least 60% marks in respect of egory & other category candidates and 55% marks in respect of SC category candidates of omicile, from a University duly recognized by Central Government or a State Government. 1CA / M.Sc. (Information Technology) from a University duly recognized by Central t or a State Government. 						
	DHBVNL (a) Full-Time B General cat Haryana Do OR Full-Time M Governmen (b) Must have p	 60 [UR = 14; SC = 9; BC-A = 7; BC-B = 4; SBC = 6; EBP(Gen) = 6; PwD (Gen /HH-PD) = 1; PwD (SC/(OH-OL)(HH-PD) = 1; ESM(Gen) = 4; ESM(SC) = 2; ESM(BC-A) = 2; ESM(BC-B) = 2; OSP(SC) = 1; OSP(BC-A) = 1] 53 [UR = 14; SC = 08; BC-A = 05; BC-B = 04; SBC = 05; EBP(Gen) = 06; PwD (EBP(Gen)/HH-PD) = 01; ESM(Gen) = 04; ESM(SC) = 01; ESM(BC-A) = 02; ESM(BC-B) = 01; OSP(SC) = 01; OSP(BC-A) = 01] 53 cachelor Degree in Computer Applications (BCA) with at least 60% marks in respect of egory & other category candidates and 55% marks in respect of SC category candidates of omicile, from a University duly recognized by Central Government or a State Government. 1CA / M.Sc. (Information Technology) from a University duly recognized by Central t or a State Government. 						



* In case of equivalent qualification, equivalency of qualification shall be checked by HPUs at the time of interview. The decision of HPUs shall be final in this regard.

Abbreviations used :

UR – Un-reserved ; **SC** – Scheduled Caste ; **BC-A** – Backward Class (A)- ; **BC-B** – Backward Class (B) ; **SBC** – Special Backward Class ; **EBP(Gen)** - Economically Backward Persons (General) ; **ESM** – Ex-Servicemen ; **PwD** – Persons with Disability ; **OSP** – Outstanding Sports Person ; **OH** – Orthopedically Handicapped ; **PD** – Partially Deaf ; **HH** – Hearing Handicapped ; **OL** – One Leg

RESERVATION / RELAXATION / CONCESSIONS

- 1. Reservation / Relaxation / Concession, wherever applicable, are applicable to Haryana domicile candidates only, subject to reservation of posts.
- 2. The benefit of reservation will be given only to those SC/BC/SBC/EBP/PwD/ESM and Outstanding Sportsperson (OSP) candidates who are domicile of Haryana State.
- 3. Candidates belonging to reserved categories of states, other than Haryana, shall be treated as General and considered against Un-reserved vacancies.
- 4. The reservation of posts for different categories is governed by the instructions of State Government of Haryana as issued from time to time.
- 5. Reservation / Relaxation / Concession wherever applicable, is subject to submission of attested copy of certificates in the format prescribed by Government of Haryana and issued by the Competent Authority, at the time of interview.

6. Persons with Disabilities [PwD]:

- i. Only such persons with disabilities of Haryana Domicile would be eligible for reservation in service/posts who suffer from not less than 40 percent of relevant disability.
- ii. PwD candidates of Haryana Domicile shall be given reservation, age relaxation & fee concession, as per Govt. Rules/ Guidelines.
- iii. PwD candidate would have to submit a Disability certificate issued by Competent Authority in the prescribed format at the time of interview, if called for.
- iv. PwD candidates belonging to states other than Haryana shall not be given any age relaxation.

7. Internal candidates :

- i. Internal candidates of HPU shall be provided Age Relaxation to the extent of service rendered by them in their respective Power utility only if they apply through Proper Channel.
- ii. No other relaxation or concession shall be admissible.



8. Ex-Servicemen :

- i. Upper Age limit is relaxable for an ex-military person whether he joined military service before or after the declaration of emergency to the extent of his military service added by three years provided he had rendered continuous military service for a period of not less than six months before his release and further provided that he had been released otherwise than by way of dismissal or discharge on account of misconduct or inefficiency.
- ii. If suitable ESM of Haryana are not available only then dependent sons/daughters of ESM will be considered against the posts reserved for ESM.
- iii. The dependents of ESM candidates will be considered as General Category candidates for all intents and purposes for Class-B posts i.e. Assistant Engineer. The dependents of ESM are required to pay fees as applicable to General category candidates.
- iv. For UDC (IT), the ESM candidates of Haryana domicile are exempted from payment of fees & dependents of ESM are required to pay fees as applicable for General, SC, BC, SBC & EBP category candidates as the case may be.
- v. The dependent sons/daughters of ESM who fulfil all conditions of qualifications, age etc. prescribed for posts will be considered on merit for the posts reserved for ESM to the extent of non-availability of suitable ESM candidates. This entitlement would be available to one dependent child only.
- vi. Candidates claiming dependent sons/daughters of Ex-Servicemen must submit the latest eligibility certificate issued by Secretary, Zila Sainik Board, Haryana (specifically indicating the name of post for which the candidate is applying) in support of their claim along with hard/printed copy of the online application form at the time of interview.
- vii. Mere dependent certificate will not be entertained.
- viii. None of the persons mentioned below shall fall within the definition of word "Dependent of Ex-Servicemen" :
 - (a) A person may be unemployed at the time of making the application but he may have other source of income viz. from agriculture, trade, property, bank balance etc.
 - (b) A person may be working on adhoc basis on the post advertised or somewhere else.
 - (c) A person who is a member of Joint Hindu Family and remains dependent upon the Karta till there is partition in the family or he ceases to be a member of the Joint Hindu Family and is obliged to pass on all his income to Karta and draws money for his subsistence from the pool of the Joint Hindu Family with the consent of the Karta.
 - (d) A person who is a member of the Joint Hindu Family is employed on adhoc basis but he is otherwise dependent on his father.



9. Reservation for freedom fighters & their children / grandchildren of Haryana:

- i. The reservation will be applicable <u>only if</u> quota reserved for Ex-Servicemen or Backward Classes remain unfilled to that extent due to non-availability of suitable Ex-Servicemen or their dependents or nonavailability of suitable candidates from Backward classes.
- ii. Overall reservation either from the unfilled vacancies of Ex-Servicemen or from the Backward classes for Freedom fighters/their children/grandchildren will remain limited to 2% only.
- iii. This benefit will be available to grandchildren i.e., sons or daughters of sons and daughters (Paternal as well as Maternal) of the Freedom Fighters.

INTERNAL CANDIDATES

- 1. Internal candidates of HPUs fulfilling the eligibility criteria can also apply for the above posts.
- 2. The internal candidates are required to apply online and forward hard copy of their application to respective Utility through proper channel latest by 23-08-2015.
- 3. Internal candidates should attach a copy of the ID card issued by respective Power Utility, along with hard copy of the online application.
- 4. The names of only such eligible Internal candidates forwarded by HPUs to POWERGRID shall be allowed to appear for Written Test.
- 5. Internal candidates are <u>not</u> exempted from Application fees.

AGE as on 19-08-2015

- 1. For the post of Assistant Engineer, the minimum age for all category candidates is 20 years.
- 2. For the post of Upper Division Clerk (IT), the minimum age for all category candidates is 18 years.
- 3. The maximum age and relaxation in maximum age for various caetgories for AE & UDC(IT) is as mentioned below :

ASSISTANT ENGINEER						
Sl. No.	Category		Max. age relaxable by	Max. Age		
Haryar	Haryana Domicile Candidates					
1	UR		NA	42 yrs.		
2	SC/BC-A/BC-B/SBC/EBP(Gen)		05 yrs.	42 + 05 = 47 yrs.		
3	PwD – Gen.		10 yrs.	42 + 10 = 52 yrs.		
4	PwD-SC/BC-A/BC	C-B/SBC/EBP(Gen)	10+05 yrs.	42 + 10 + 05 = 57 yrs.		
5	ESM 42 years and Upper Age Limit is relaxable up to continuous Military Service added by 03 years is permissible, over & above their respective category.					
6	HPU Employees	The age limit is relaxable to the extent of service rendered by them provided they apply thru proper channel.				



ASSISTANT ENGINEER							
Sl. No.	Category		Max. age relaxable by	Max. Age			
Candid	Candidates belonging to States other than Haryana						
1	UR/OBC	/SC/ST/P	wD		NA	42 yrs.	
2	ESM	SM 42 years and Upper Age Limit is r			elaxable up to continuous Milita	ry Service added by 03 years is permissible.	
	UPPER DIVISION CLERK (IT)						
Sl. No.	o. Category				Max. age relaxable by	Max. Age	
Haryana Domicile Candidates							
1	UR				NA	42 yrs.	
2	SC / BC-A/BC-B/SBC/EBP(Gen)				05 yrs.	42 + 05 = 47 yrs.	
3	PwD – Gen.				10 yrs.	42 + 10 = 52 yrs.	
4	PwD – SC /BC-A/BC-B/SBC/EBP(Gen)			en)	10+5 yrs.	42 + 10 + 5 = 57 yrs.	
5	OSP				NA	42 yrs.	
6	ESM	M 42 years and Upper Age Limit is relaxable up to continuous Military Service added by 03 years is permissible, over & above their respective category.					
7	HPU EmployeesThe age limit is relaxable to the extent of service rendered by them provided they apply through proper channel.						
Candidates belonging to States other than Haryana							
1	UR/OBC	/SC/ST/P	wD/OSP		NA	42 yrs.	
2	ESM	ESM 42 years and Upper Age Limit is rel			elaxable up to continuous Milita	ry Service added by 03 years is permissible.	

SELECTION PROCESS

- 1. Selection process shall consist of Written Test & Interview.
- 2. Eligible candidates will have to appear for an objective type written test of 02 hours duration, consisting of 170 questions.
- 3. The Qualifying Marks in the Written Test shall be 50% for UR vacancies and 45% for Reserved vacancies with respect to various posts.
- 4. Question Paper will be in English Medium only.
- 5. Candidates must qualify the Written Test to be considered for further selection process.
- 6. Candidates will be short-listed for personal interview in 1:2 ratio for each category of post as per merit order of written test marks. The Interview shall not have any Qualifying marks.
- 7. The final merit shall be drawn after combining the marks secured in the Written Test and the Interview. The Weightage of Written Test marks shall be 90% and of Interview marks shall be 10%.
- 8. Offer of Appointment will be issued by respective HPUs to the selected candidates in the order of Merit and as per the preference indicated by the candidate in the online application form and based on HPUs requirement.



- 9. The selected candidates for Assistant Engineer posts will produce Medical Fitness certificate required for first entry into service from the Director Medical Services, HVPNL, Panchkula before joining the services.
- 10. The selected candidates for UDC [IT] post will produce Medical Fitness certificate required for first entry into service from the Civil Surgeon of any district in Haryana State or from the Director Medical Services, HVPNL, Panchkula before joining the service.

Sl. No.	Stage	Description		
1.	Written Test	 The written test shall be of Objective Type (Each question shall have four multiple choice answer options) of two hours duration consisting of two parts – Part – I consisting of Professional / Technical Knowledge Test with 120 questions having specific questions from your discipline. Part – II consists of Aptitude Test with 50 questions on vocabulary, verbal comprehension, quantitative aptitude, reasoning ability, data sufficiency, numerical ability etc. All questions will carry equal marks. The provision for negative marking for wrong answers/multiple answers shall be informed to the candidates at the time of issuing admit cards. 		
2.	Interview	Candidates shall have the option to be interviewed in Hindi / English.		

SCHEME OF EXAMINATION

MINIMUM QUALIFYING MARKS IN WRITTEN TEST & INTERVIEW					
VACANCY WRITTEN TEST INTERVIEW					
Un-reserved	50%	Interview shall not have any			
Reserved	45%	Qualifying Marks			

TEST CENTRE

1. The Written Test shall be held at Delhi and Chandigarh / Panchkula.

- 2. HPUs reserve the right to change/ cancel/ add centres depending on requirement.
- 3. Candidates will have to choose their test centre at the time of submission of online application. No request for change in test centre shall be entertained.



NON-REFUNDABLE / NON-TRANSFERRABLE APPLICATION FEES

Name of Post	Gender	General / Candidates belonging to states other than Haryana	SC/BC-A/BC-B/SBC/EBP(Gen) candidates of Haryana Domicile	
AE	Male	₹1000/-	₹250/-	
AE	Female	₹500/-	₹ _{125/-}	
UDC (IT)	Male	₹150/-	₹35/-	
	Female	₹75/-	₹18/-	

- 1. The fees is to be paid through Bank Challan. The details are mentioned in **How to Apply** Section.
- 2. Bank charges of ₹60/- shall be charged by SBI. Accordingly, the candidates will have to deposit prescribed application fees + bank charges of ₹60/- to SBI.
- 3. Fees once paid is neither transferable nor refundable / adjustable.
- 4. No concession of fee is admissible to candidates belonging to States other than Haryana.
- 5. Wherever posts are reserved for PwD, such candidates of Haryana Domicile are exempted from payment of fees.
- 6. ESM candidates of Haryana Domicile are exempted from payment of fees.
- 7. The dependents of ESM are required to pay fees as applicable to General category candidates, for the post of Assistant Engineer.
- 8. Dependents of ESM are required to pay fees as applicable for General, SC, BC, SBC & EBP category candidates as the case may be, for the post of UDC (IT).
- 9. The application fee for OSP candidates of Haryana domicile is as per their respective category i.e., Gen/SC/BC etc.

GENERAL INFORMATION

- 1. POWERGRID is only recruitment partner for the instant recruitment as per the settled terms & conditions. The final offers of appointment shall be issued by the respective Haryana Power Utilities. The candidates shall be on the rolls of HPUs and shall in no way be entitled to any claim whatsoever for employment with POWERGRID, which is a recruitment partner.
- 2. Only Indian Nationals are eligible to apply.
- 3. Before applying, the candidate should ensure that he/she fulfils the eligibility criteria and other norms mentioned in this advertisement, as on the cut off date mentioned for the said purpose.
- 4. Essential Qualification should be from a University / Institution duly recognized by Central Government or State Government. The Candidates who have obtained Degrees / Diplomas / Certificates for the various courses from any institution declared fake by the University Grants Commission shall not be eligible for being considered for recruitment to the post advertised.



- 5. The prescribed essential qualification does not entitle a candidate to be called for interview.
- 6. Candidates must specify their preference for joining organizations under HPUs in the application form itself.
- 7. All computations of upper age limit shall be as on the cut-off date for the said purpose.
- 8. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
- 9. <u>Correspondence / Part-time Degree</u> shall not be considered.
- 10. Candidates appearing in Final Year / Semester are not eligible to apply.
- 11. Candidates are not required to send hard copy of their online application form or any other documents to HPUs/POWERGRID [Recruitment Partner]. If any candidate will send hard copy of his/her online application from, the same will not be entertained.
- 12. Candidates should retain the hard copies of their online application form for their record and bring the hard/printed copies of the online application form along with other documents at the time of interview.
- 13. The original documents/certificates would be checked by HPUs at the time of interview.
- 14. The Outstanding Sports Person shall be required to produce the sports gradation certificate.
- 15. The certificates pertaining to domicile/ SC/ BC/ SBC/ EBPG/ OSP must be as per the prescribed format enclosed with this advertisement.
- 16. The selected candidates are also required to produce original documents for verification, forms for character & antecedents verification (which will be supplied with the offer of appointment).
- 17. No TA payment shall be paid to candidates for appearing in the Written Test.
- 18. Candidates must have a valid e-mail ID for submission of online application, accessing candidate login etc. HPUs/POWERGRID [Recruitment Partner] will not be responsible for bouncing back of any email sent to the candidates, if any.
- 19. In case a candidate submits more than 01 application for same post, the application against which Bank Challan is deposited shall only be considered. Further, if a candidate deposits Bank Challan for 02 applications for the same post, the application with the latest registration no. shall only be considered.
- 20. The Admit cards for Written Test of eligible candidates will be made available only in the Candidate Login which shall be made available to all candidates and can be accessed by them with their e-mail ID and unique Registration No.
- 21. Percentage of marks in Essential Qualifications as awarded by the University / Institute shall only be considered. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree / diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University / Institute. Proof of norms adopted by the University/ Institute to convert CGPA/OGPA/DGPA into percentage is to be submitted at the time of interview, if called for.



- 22. In case the University / Institution does not have any scheme for converting CGPA into equivalent marks or in the absence of any proof of norms/formula, the equivalent percentage would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.
- 23. Candidates working in Govt. Departments / PSUs / Autonomous bodies other than HPUs are required to produce "No Objection Certificate" at the time of interview.
- 24. Legal jurisdiction will be Chandigarh/Panchkula in case of any cause/dispute.
- 25. Eligibility of the candidates can be checked at any stage during/after the selection process. Candidature is liable to be rejected at any stage of recruitment/ selection process or after joining, if any information provided by the candidate is not found in conformity with the eligibility criteria notified or if HPUs comes across any evidence / knowledge that the qualification, experience and any other particulars indicated in application / other forms / formats are not recognized / false / misleading and / or amounts to suppression of information / particulars which should have been brought to the notice of HPUs.
- 26. Canvassing in any form during any stage of recruitment shall lead to cancellation of candidature.
- 27. Mere submission of application to HPUs does not guarantee the adequacy of candidature for being considered for further selection process.
- 28. Applications should be submitted through <u>online mode</u> only. Applications not in conformity with the requirements mentioned above/not in given proforma /incomplete/ unsigned / without Photograph / without fees will be rejected and no correspondence shall be entertained in this regard.
- 29. Complaints attributable to compatibility of the Client Systems, ignorance of users, and non-availability of internet connectivity or any other aspects beyond the direct control of HPUs/POWERGRID employees or systems will not be entertained. No communication made in HPUs/POWERGRID's Complaint Management System, in respect of this recruitment will be entertained by HPUs/POWERGRID.
- 30. No request for change of examination centre will be entertained after submission of application form. However, HPUs/POWERGRID [Recruitment Partner] reserves the right to cancel or add any centre depending on the requirement.
- 31. Admission to the written test will be on production of admit card only. Exact date and venue of examination shall be intimated through Admit Card.
- 32. Mobile phones / pagers/ iPad / iPod / Tablets / Phablets or any other such electronic device is strictly prohibited inside the examination hall. Candidates are advised to not carry the same to the examination hall. Possession of any of the above mentioned electronic device inside the examination hall may lead to disqualification of candidature of the candidate.
- 33. HPUs reserve the right to cancel / restrict / enlarge/ modify / alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereof.
- 34. The candidature of the candidate at all stages of the selection process shall be <u>provisional</u> in nature.



- 35. The OMR Sheets (Answer Sheets) will be scanned by Computer. So there is no provision of re-checking / reevaluation of OMR Sheets.
- 36. All documents must have been issued on or before the cut-off date mentioned for the said purpose.
- 37. No telephone handling system shall be maintained for this recruitment by HPUs / POWERGRID [Recruitment Partner].
- 39. For any technical query, the same may be addressed to hpu1_rectt@powergrid.co.in
- 40. For any RTI query, the same maybe addressed to SPIO-cum-AE/RTI, HVPNL, Panchkula <u>spiohq@hvpn.gov.in</u>
- 41. All information regarding this recruitment process would be made available on HPUs website viz. www.hvpn.gov.in /www.uhbvn.com /www.dhbvn.org.in /www.hpgcl.gov.in. Candidates are advised to check the above websites regularly for further updates.

HOW TO APPLY

- 1. Please read the instructions and procedures carefully before filling the Online Application form.No request regarding any change against any entry in the online application forms will be entertained.
- 2. Candidates can apply online from **18-07-2015** to **16-08-2015** by logging onto any of the HPUs websites www.hvpn.gov.in /www.uhbvn.com /www.dhbvn.org.in /www.hpgcl.gov.in.
- 3. Candidates will have to upload their latest colour photograph [Size : 50 Kb] and signature in black ink [Size : 20 Kb] while filling up the online application.
- 4. After applying online, your registration no. and password will be generated.
- 5. Take print out of the registartion no. and password screen for future reference and for reprinting of your online application form, challan form, admit card for written test etc.
- 6. After successful submission of online application, candidates can take print out of Application Form and Fee Challan through Candidate Login.
- 7. Deposit the prescribed application fee along with Bank Charges in any State Bank of India branch after 02 bank working days of filling online application and Fee Challan generation.
- 8. The candidature of candidates who fail to deposit application fees + Bank Charges of ₹60/- within the sepcified date shall not be considered.
- 9. The hard copy of the online application along with required documents will have to be submitted by the short-listed candidates at the time of verification / scrutiny-cum-interview.



- 10. Online application forms that are incomplete and without prescribed fee will be rejected straight away and no correspondence in this regard will be entertained.
- 11. Candidates are advised to apply well in time without waiting for last date of submission of online application. No offline application form will be accepted by the office.

DOCUMENTS REOUIRED

- 1. In case the candidates qualify the Written Test and are called for Interview, they shall be required to bring along the following documents in original with a self-attested copy :
 - (a) Print-out of application form.
 - (b) Proof of Date of Birth Matriculation Certificate / Birth Certificate
 - (c) Proof of Essential Qualification along with mark sheets of all years / semesters.
 - (d) Proof of norms adopted by the University / Institute to convert CGPA/OGPA/DGPA into percentage.
 - (e) SC/BC/SBC/EBP(Gen)/PwD/OSP category certificate, if applicable.
 - (f) Domicile Certificate of Haryana, if claiming relaxation benefits under SC/BC/SBC/EBP(Gen)/PwD/OSP/ESM category.
 - (g) Disability Certificate in case of PwD candidate.
 - (h) Sports Gradation Certificate in case of OSP candidates.
 - (i) Discharge Certificate in case of ESM candidate.
 - (j) Dependent Certificate in case of Dependent of ESM candidate.
 - (k) Latest eligibility certificate issued by Secretary, Zila Sainik Board, Haryana (specifically indicating the name of post for which the candidate is applying) in case of Dependent of ESM candidate.

IMPORTANT DATES

Sl. No.	Description	Date
1.	Opening date of online submission of application	18-07-2015
2.	Closing date of online submission of application	16-08-2015
3.	Opening date for deposit of fee through Bank Challan	21-07-2015
4.	Last date for deposit of fee through Bank Challan	19-08-2015
5.	Cut-Off date for the purpose of upper age limit / qualification / reservation	19-08-2015
6.	Date of next announcement on HPUs website.	11-09-2015