

Ref. No. RECPDCL/HR/2023/01

**HIRING OF EXPERIENCED PROFESSIONALS ON FIXED TERM BASIS**

- REC Power Development and Consultancy Limited (REC PDCL) {formerly known as REC Power Distribution Company Limited} is a wholly owned subsidiary of REC Ltd., a “Maharatna CPSE” under Ministry of Power, Government of India. REC PDCL is rendering expert consultancy services across the value chain of Indian power sector. The spectrum of consultancy services include inter-alia, Project Management Consultancy (PMC) works, IT implementation in Power Sector, Smart Metering, Smart Grid, Solar Projects, Third Party Quality Inspection, Monitoring of Rural Electrification works, Feeder Renovation Program, Energy Audit, HVDS study, Load flow study of power system networks, preparation of Detailed Project Reports (DPRs), Implementation of Power Transmission projects and such others. Also, REC PDCL is closely associated with various Govt. of India Schemes viz., R-APDRP, IPDS, PMDP, RFMS, NFMS etc. and is working in close association with the Central/ State power utilities across the Country.
- To meet its human resource requirements, REC PDCL invites applications from experienced professionals for engagement on Fixed Tenure Basis initially for a period of 2 years which may be further extended depending upon the requirement of the project & performance of the individual upto a maximum tenure of 4 years & 6 months. The place of posting will depend on the project requirements and shall be communicated at the time of interview/ joining. The post-wise details of the vacancies are given as under:

| Sl. No. | Name of Post & Grade                           | Number of Vacancies<br>(Reserved for) | Maximum Age<br>(in years) | Minimum Essential educational qualification(s)   | Minimum years of post-qualification experience required | Nature of work experience required  |
|---------|--|---------------------------------------|---------------------------|--|---|---|
| 1       | Executive (Tech.)<br>(Power System Expert)/ L4 | 01 (UR)                               | 45                        | <p><b>Essential:</b> Regular Full time B.E./ B. Tech. or equivalent in Electrical/ Electrical &amp; Electronics/ Electronics &amp; Communication Engineering or equivalent from a recognized Institute/ University with minimum first division or equivalent CGPA.</p> <p><b>Desirable:</b> Post-Graduate Diploma in Management/ MBA</p> | 10  | <p>Experience in Power Sector viz. Generation/ Transmission &amp; Distribution/ Smart grid/ Smart metering etc. in the area (s) of:</p> <ul style="list-style-type: none"> <li>• Development/ planning/ coordination with various agencies and implementation of power projects.</li> <li>• Manpower/ team handling.</li> <li>• Handling AMI/ AMR Projects and associated solutions.</li> </ul> |
| 2       | Executive (Tech.)<br>(IT Expert)/ L4           | 01 (UR)                               | 45                        | <p><b>Essential:</b> Regular Full time B.E./ B.Tech. or equivalent in Information Technology/ Computer Science Engineering or equivalent from a recognized Institute/ University with minimum first division or equivalent CGPA.</p> <p><b>Desirable:</b> Post-Graduate Diploma in</p>   | 10  | <p>Candidates applying for Post at Sl.No.2 should also have experience in Data Centre/ Application Development/ Cloud services/ IoT enablement in addition to experience in above area(s).</p>  |

| Sl. No. | Name of Post & Grade                                  | Number of Vacancies<br>(Reserved for)           | Maximum Age<br>(in years) | Minimum Essential educational qualification(s)  | Minimum years of post-qualification experience required | Nature of work experience required   |
|---------|---|---|---------------------------|---|---|--|
|         |   |   |                           | Management / MBA  |   |  |
| 3       | Dy. Executive (Tech.)<br>(Utility Coordinator)/ L3    | 12<br>(UR:07, OBC-NCL:03, SC:01, EWS:01)        | 40                        | <b>Essential:</b> Regular Full time B.E. / B. Tech. or equivalent in Electrical/ Electrical & Electronics/ Electronics & Communication/ Computer Science and Engineering/<br><br><b>Desirable:</b> Post-Graduate Diploma in Management/ MBA | 6   | Experience in Power Sector viz. Generation/ Transmission & Distribution/ Smart grid/ Smart metering etc. in the area (s) of development/ planning/ coordination with various agencies.<br><br><i>Experience in handling metering projects which includes compliance of technical specifications, Project monitoring, development etc., will be an added advantage.</i> |
| 4       | Assistant Executive (Tech.)<br>(Utility Engineer)/ L2 | 46<br>(UR:21, OBC-NCL:12, SC:06, ST:03,EW S:04) | 35                        | Information Technology or equivalent from a recognized Institute/ University with minimum first division or equivalent CGPA.<br><br><b>Desirable:</b> Post-Graduate Diploma in Management/ MBA  | 3   | Candidates applying for Post at Sl.No.3 should also have experience in execution of projects in areas of Energy metering/ power utilities/ SCADA/ IT system implementation in addition to experience in above area(s).   |

3. **Post reserved for Persons with Benchmark Disabilities (PwBD)**-Reservation to PwBD shall be admissible in accordance with Government of India guidelines. Persons with Benchmark disability of not less than 40% as per Government of India guidelines shall only be eligible for the benefit of PwBD.

4. **Remuneration :-**

| Sl. No. | Grade/ Level | Designation     | MCP (Monthly Consolidated pay) (in Rs.) | REMARKS  |
|---------|--------------|-----------------|---|--|
| (i)     | L 4          | Executive       | 1,12,000/-                              | <i>*MCP-Monthly Consolidated pay is exclusive of all other benefits such as Mobile Set reimbursement, Laptop reimbursement, hardship allowance for Ladakh posting, medical benefits, Group Personal Accident Insurance, etc. as admissible under company's policy.</i> |
| (ii)    | L 3          | Dy. Executive   | 85,000/-                                |  |
| (iii)   | L 2          | Asst. Executive | 62,000/-                                |  |

5. **Relaxations / Concessions: -**

- Reservation/ Relaxation of age shall be as per Government of India guidelines as applicable to SC/ ST/ OBC-NCL/ EWS/ PwBD/ Ex-Servicemen/ J&K domicile category.
- Maximum age limit shall be relaxed by 5 Years for Schedule Caste & Schedule Tribe and by 3 Years for Other Backward Classes (Non Creamy Layer).
- Age relaxation in case of PwBD shall be 10 years in addition to age relaxation applicable to SC/ ST/ OBC-NCL category.
- In respect of J&K domicile during 01.01.1980 to 31.12.1989, the maximum age limit is relaxed by 5 Years for

General category, 10 years for SC/ST and 8 years for OBC-NCL category.

(v) Reserved category candidates applying against unreserved post shall be treated as General category.

**6. Selection process :-**

Shortlisted Candidates shall be called for selection process to be conducted at Corporate Office, REC PDCL or through online mode as per decision of the management. REC PDCL may adopt higher criteria in case of receipt of more number of applications meeting the eligibility criteria. The offer of engagement shall be issued to suitable candidates in order of merit.

**7. General Instructions:-**

- a) The posts are purely temporary in nature and are not against any permanent vacancy. The placement will not entitle the candidate for any regular / permanent employment in RECPDCL in future.
  - b) Only Indian Nationals need to apply.
  - c) All essential qualification should be from Universities/ Institutions recognized and approved in India by UGC/ AICTE/ Appropriate Statutory Authority(ies). Equivalence of qualification shall be decided at the discretion of REC PDCL management.
  - d) Fraction of percentage in educational qualification will be ignored and will not be rounded off to next higher integer i.e. 59.9% will be treated as less than 60%.
  - e) Teaching experience, Internship, Induction and any other training period will not be counted as experience.
  - f) The cut-off date for ascertaining age and experience etc, will be last date of submission of application i.e **27.02.2023**.
  - g) Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being called for the interview/ appointment. Canvassing in any form will disqualify the candidate.
  - h) The selected candidates will be posted at the discretion of management of the company to serve at any of the company's offices/ Transmission Lines/ Projects/Unit.
  - i) REC PDCL also reserves the right to cancel/ amend the advertisement and/ or the selection process there under. The number of positions filled may increase or decrease depending upon the requirements of REC PDCL.
  - j) Candidates should be able to furnish all documentary evidence in support of claim of their meeting the criteria.
  - k) OBC candidates who do not belong to "Non-Creamy Layer" should submit their application under unreserved category only.
  - l) Applications should be submitted online through RECPDCL's website, i.e. [www.recpdcl.in](http://www.recpdcl.in) (Career Page).
  - m) A candidate can apply for only one post failing which REC PDCL reserves the right to consider any one application only at its discretion.
  - n) Candidates are advised to possess a valid e-mail ID & Mobile No. which is to be entered in the online application Form. They are also advised to retain this e-mail ID and mobile no. for atleast an year as all communication to the candidates shall be made on this e-mail ID.
  - o) Candidates if invited for personal interview will be reimbursed to and fro Fare from the starting station or mailing address whichever is nearer to the place of interview by the shortest route on production of proof of journey as per the policy. Lodging charges will not be provided.
  - p) Those working in Public Sector/ Government Sector/ Autonomous bodies of Government may apply 'Through Proper Channel' or submit 'No Objection Certificate' at the time of Interview or should submit proper relieving order from present employer at the time of joining.
  - q) Incomplete applications will not be entertained.
  - r) Candidates should ensure that they fulfill the essential eligibility criteria prescribed for the post for which they are applying. In case it is found at any stage of the selection process or even after appointment that the candidate has furnished false or incorrect information or suppressed any relevant information/material facts or does not fulfill the essential eligibility criteria, his/her candidature / service is liable for rejection/termination without notice.
  - s) No correspondence will be entertained from the candidates not called / selected for interview/ appointment.
  - t) Applicants should have sound health. Engagement of selected candidates shall be subject to medical fitness test as prescribed by RECPDCL. No relaxation in medical standards shall be allowed.
  - u) Corrigendum/Extension etc., if any, shall be published on our website [www.recpdcl.in/www.recindia.in](http://www.recpdcl.in/www.recindia.in)
  - v) Candidates are **not** required to upload any self-attested copies of proof of age, qualification, post qualification experience and caste certificate along with the application. All supporting documents are to be produced at the time of selection process.
- 8. Documents Required at the Time of selection process:** The following documents shall be required in original for verification at the time of selection process failing which he/ she will neither be allowed to appear for the process nor any fare shall be reimbursed to him/her. Details are as under:-
- a) Aadhar Card/ Class X Certificate / Valid Proof for Date of Birth.

- b) Caste Certificate as per Government prescribed format, valid Disability Certificate, Discharge certificate in case of Ex-Servicemen, if applicable.
- c) Mark Sheets of all semesters/ years in support of educational qualification, degree Certificate clearly showing class/ division/ CGPA/ percentage/ mode/ duration/ specialization of the qualification etc.
- d) "No Objection Certificate" in case employed in a Government Department/ Undertaking/ PSU/ Autonomous Body etc.
- e) Documents in Support of Work Experience:
  - i. Appointment letter along with joining & Relieving Letter from employer clearly indicating the date of joining and date of separation.
  - ii. Experience/ Service Certificate (it should indicate date of joining and date of relieving from each organization where worked along with designations).
  - iii. Relieving order (in case of experience with more than one organization)
  - iv. Latest Pay Slip
  - v. Salary Certificates/proof of CTC together with ITR or Form-16 A issued by present / past employers(s).

**9. How to Apply:**

Eligible applicants should register and apply online through RECPDCL's website, i.e. [www.recpdcl.in](http://www.recpdcl.in) (Career Page). Before applying, read the instructions carefully mentioned in detailed advertisement and fill the online application form by providing correct information.

**STEP 1: On-line Registration:**

Interested eligible applicants should apply for only one post through REC PDCL Online Recruitment portal.

- i. During registration, candidate has to provide valid E- Mail ID & Mobile No. Once registered successfully, Date of Birth, E-Mail ID & Mobile No. cannot be changed in main application form.
- ii. After registration, candidate will receive Activation code on registered E- Mail ID for verification & activation of login to access Online Recruitment Portal.

**STEP 2: On-line Application:**

- a) Before applying for the post, the applicants should keep the scanned copy of recent passport sized color photograph and signature ready in .jpg format with each file size limit between 10 KB to 100 KB.
- b) After successful login, candidate should select only one post mentioned in the advertisement for applying.

**STEP 3:** Fill the on-line application with relevant details and submit.

**Important Instructions to Candidates for filling Online Application:**

- a. Web Pages are best viewed in Chrome.
- b. Before submitting the online application, the applicants are requested to go through the details of the post and content of the post on the website carefully.
- c. The applicant should cross-check all the details filled in the On-line Application, before finally submitting the same, as no correction will be possible at a later stage. Onus of filling the right details lies with the candidate.
- d. The applicants are not required to send hard copies of the application form.
- e. Applicants are advised to retain the acknowledgement and printout of the submitted online application for future reference.
- f. Incomplete applications in any respect are liable to be rejected summarily. No representation against such rejection will be entertained.
- g. In case of difficulty in submission of online application form, please email the queries to [app.helpdesk@recpdcl.in](mailto:app.helpdesk@recpdcl.in), [it@recpdcl.in](mailto:it@recpdcl.in) (or) [hr.delhi@recpdcl.in](mailto:hr.delhi@recpdcl.in).

- 10. The candidates should ensure that they are fulfilling all eligibility conditions/requirements. Shortlisting shall be based on the details mentioned in the application. Verification of original documents will be done at the time of selection process.

**11. Important Dates:**

|   |  |
|---|--|
| Commencement of Online Submission of Applications | 01.02.2023(Wednesday),<br>11:00 AM onwards |
| Closing of Online Submission of Applications      | 27.02.2023(Monday),<br>Till 06:00 PM       |