NOTICE

Chhattisgarh State Electricity Regulatory Commission (CSERC), Raipur, a statutory body discharging its functions under the provisions of Electricity Act 2003, invites application from eligible candidates for filling up the post of Secretary on Contract/Deputation basis. The format of application attached herewith may be downloaded from the Commission’s website. The applications are to be submitted as per instructions given below:

<table>
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<tr>
<th>Sl. No.</th>
<th>Name of the post &amp; Pay Band</th>
<th>No. of Post</th>
<th>Educational qualifications</th>
<th>Desirable qualification &amp; experience</th>
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</table>
| 1.     | Secretary                   | 1 (One)    | 1. Bachelor's degree from a recognized university, preferably in Engineering or Law.  
        | Pay Band                   |            | 2. Officers holding analogous post on regular basis in Central / State Govt. or any PSU under Central/State Govt. with minimum 20 years experience in Judiciary, Administration or technical grade, out of which minimum 5 years should be at management level.  
        | of Rs.37,400-67,000         |            | 3. Excellent written and verbal communication and liaisoning skill. |
        | with Grade Pay Rs.10,000/- |            |                           | 1. Experience in Government organization.  
        | (Pay Matrix Level 17       |            |                           | 2. Demonstrated knowledge and/or experience in a regulated industry or with a Regulatory body or in a judicial body.  
        | as per 7th Pay Commission) |            |                           | 3. Computer Literacy. |

**General Instruction for recruitment on Contract/Deputation basis:-**

1. Candidate must mention on the top of the envelop “Application for the post of Secretary on Contract/Deputation basis” as applicable.

2. The application in the format is to be submitted to the Secretary, Chhattisgarh State Electricity Regulatory Commission, Irrigation Colony, Shanti Nagar, Raipur-492001 along with self attested copies of certificates/marks-sheets for education qualifications (starting from matriculation), self-attested passport size recent photograph and details of experience, if any, through registered/speed post only so as to reach latest by 06.07.2020.

3. Applicants in Central/State/UT Government service or in the service of Autonomous/Statutory Body/PSUs 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 Objection Certificate” prior to final selection.

4. The candidates should possess sound health, good moral character and should not have been involved in, or related to any criminal case of any type involving moral turpitude.

5. Incomplete applications or submitted in different format are liable to be summarily rejected. The Commission reserves the right to not consider the applications if found incomplete in any respect.

6. The Commission reserves the right to make appointment for the post of Secretary from the shortlisted candidates.

7. The terms & Conditions for appointment to the post of Secretary will be as given in CSERC (Recruitment and conditions of service of officers and employees) Regulations, 2005 which is also available in the website of the Commission http://www.cserc.gov.in/upload/upload_regulation/090816_104505_.pdf

8. In case an applicant comes on contract after retirement from Govt. Service then his /her monthly salary will be according to the Chhattisgarh Civil Seva (Samvida Niyukt) Niyam 2012.

9. Any lobbying/canvassing would disqualify the candidates.

10. Applications received after last date will not be considered.

Enclosures:
1. Self attested photocopy of following documents:-
   a) Matriculation Certificate in proof of date of Birth
   b) Certificate of Graduation/Post Graduation from a recognized University.
   c) Experience certificate.
   d) One self attested recent passport size photograph to be pasted on the form.

Important
1. Application should be filled up in ENGLISH 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 on all concerned and no communication shall be entertained.

4. The Commission reserves the right not to fill above posts without assigning any reason. In case of such eventuality, the notice of such vacancy shall be treated as cancelled.

By the Order of the Commission
APPLICANT FORMAT

Applied for the post of ____________________________________________

1. Name of the applicant (In capital letters): ...........................................

2. Father’s Name (in capital letters): ..........................................................

3. Present Communication address (In capital letters) along with Telephone/Mobile/E-mail id
   ...................................................................................................................
   ...................................................................................................................
   ...................................................................................................................
   Pin……………………..Mobile No. …………………… Email id…………………

4. Date of Birth: ……………………………

5. Age (as on 01.08.2020): ………Years…...Months…………Days

6. Sex (Male/Female): ……………………………………………………………

7. Present designation/post held, if any: ......................................................

8. Parent office address, if any:.................................................................

9. Scale of Pay & Basic pay: ................................................................. (Proof must be attached)

10. Educational and Technical/Professional qualification: ……………………..
    a) Academic Qualification (in ascending order, starting from High School onward) (Self attested copies of all mark sheets and certificates must be attached)

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<tr>
<th>Sl. No.</th>
<th>Examination passed</th>
<th>Main Subject</th>
<th>Board/University</th>
<th>Year of passing</th>
<th>Percentage of Marks</th>
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b) Technical/Professional qualification, if any:
(Self attested copies of all mark sheets and certificates must be attached)

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<th>Board/University</th>
<th>Year of passing</th>
<th>Percentage of marks</th>
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11. Details of employment, in chronological order. Enclose a separate sheet, duly authenticated by your signature, if the space below is insufficient.

<table>
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<tr>
<th>Office/Institute/Organization</th>
<th>Post Held</th>
<th>Nature of appointment whether regular/ADHOC</th>
<th>Period of service From To</th>
<th>Scale of pay, basic pay and total monthly emoluments</th>
<th>Nature of duty</th>
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12. Nature of present employment, i.e. permanent of ad-hoc: ..................

13. Total emoluments per month now drawn: ........................................... (Please attach pay statement/LPC)

14. Any other information that the applicant may wish to give ................... (If the space is insufficient enclose a separate sheet)

**DECLARATION**

I .................................. Son/Daughter/Wife of ..........................................................
Solemnly declare that the particulars furnished above are correct to the best of my knowledge and belief. I understand that in the event of any of the particulars of information given herein being found false or incorrect, my candidature for the selection is liable to be rejected or cancelled and in the event of any wrong statement/discrepancy in the particulars being detected at any stage even after appointment my services are liable to be terminated without any notice.

Place: ................  Signature of the applicant

Date: .................
List of Enclosures: