



TELANGANA STATE ELECTRICITY REGULATORY COMMISSION
11-4-660, 5th Floor, Singareni Bhavan, Red Hills, Hyderabad – 500 004

**APPLICATION FOR THE POSTS OF JOINT DIRECTOR/Tariff
(Accounts & Financial Analysis (One no.) and PRIVATE SECRETARY (One no.)**

TSERC invites applications from the eligible candidates on direct recruitment basis for the above posts. A detailed notification can be accessed at www.tserc.gov.in. Last date for submission of application is 22.09.2022.

No: A-Estt.-201

Sd/-
Commission Secretary *vc*



TELANGANA STATE ELECTRICITY REGULATORY COMMISSION

11-4-660, 5th Floor, Singareni Bhavan, Red Hills, Hyderabad 500 004

Employment Notification for One (1) post of Joint Director/Tariff (Accounts & Financial Analysis) and One (1) post of Private Secretary

Applications are invited from the eligible Local candidates for filling up One (1) post of Joint Director/Tariff (Accounts & Financial Analysis) and One (1) post of Private Secretary on Direct recruitment basis.

1) **Level of pay, Qualifications and Experience required for the post of Joint Director/Tariff (Accounts & Financial Analysis): - One (1) post**

Level of pay - 13A i.e., Rs.8,900/- in the pay band of Rs.37,400 – 67,000

Minimum Required Qualification:

- a) Post Graduate Degree in Commerce and/or a Cost Accountant.
- b) 10 years of professional experience in accounting/Financial Analysis

Additional Qualifications desirable:

- a) Knowledge and/or experience in the Power Sector;
- b) Good written and verbal communication skills;
- c) Experience in commercial enterprises;
- d) Knowledge of accounting requirements for enterprises subject to the Companies Act;
- e) Knowledge of accounting requirements for governmental entities;

Age Limit: There is no upper age limit for direct recruitment. However, superannuation age as per GoTS shall be examined at the time of scrutiny of the applications.

2) **Level of pay, Qualifications and Experience required for the post of Private Secretary: - One (1) post**

Level of pay – 9 i.e., Rs.5,400/- in the pay band of Rs.9,300 – 34,800

Qualification:

- a) Must be a Graduate in any discipline from a recognized University.
- b) Must have worked as P.A. under any Heads of the Department in Government or in Public Sector undertakings for at least 3 years and must have an experience of 15 years in regular service. He/she should have or should be able to acquire within three months good knowledge in Word Processing in Computer.

Age Limit: The age limit shall be as per the prevailing rules of Government of Telangana as modified from time to time. In deserving case of in-service employees of State/Central Government, Public Sector

Undertakings, Regulatory Bodies and Power Sector Entities, the upper age limit can be relaxed over the age limit prescribed by the Government of Telangana. As per G.O.Ms.No.42, General Administration (Services-A) Department, dated 19.03.2022, the upper age limit is 44 years as on date.

3) **Other Conditions:**

The eligible in-service candidates should submit their applications through proper channel/present controlling officer. Forwarding authority/present controlling officer should forward the applications on their letter head certifying their No Objection in forwarding his application with the following certifications together with previous 5 years ACRs:

- a) The date of birth, qualifications, experience and other details furnished have been verified and found correct as per the records.
- b) The integrity of the applicant is beyond doubt.
- c) No vigilance or disciplinary case is pending or contemplated against the officer/employee concerned. If contemplated, the details of such cases need to be mentioned including the status.
- d) If any vigilance case or disciplinary proceedings are initiated or contemplated against the officer after his/her application is forwarded the same would be informed soon after its contemplation.

4) **Local candidate:**

As per para-7 of G.O.Ms.No.124 General Administration (SPF-MC) Department, dated 30.08.2018.

“(1) A candidate for direct recruitment to any post shall be regarded as a local candidate in relation to a local area;

(a) in cases where a minimum educational qualification has been prescribed for recruitment to the posts;

(i) if he/she has studied in an educational institution or educational institutions in such local area for a period of not less than four consecutive academic years ending with the academic year in which he/she appeared or as the case may be first appeared for the relevant qualifying examination; or

(ii) where during the whole or any part of the four consecutive academic years ending with the academic year in which he/she appeared or as the case may be first appeared for the relevant qualifying examination he/she has not studied in any educational institution, if he/she has resided in that local area for a period of not less than four years immediately preceding the date of commencement of the qualifying examination in which he/she appeared, or as the case may be, first appeared.

(b) In cases where no minimum educational qualifications has been prescribed for recruitment to the post, if he/she has resided in that local area for a period of not less than four years immediately preceding the date on which the post is notified for recruitment.

Explanations:- For the purpose of this paragraph;

- (i) 'educational institution' means a University or any educational institution recognized by the State Government, a University or other competent authority;*
 - (ii) relevant qualifying examination in relation to a post means;*
 - (a) the examination, a pass in which is the minimum educational qualification prescribed for the post;*
 - (b) the Seventh Class examination or an examination declared by the State Government to be equivalent to the Seventh Class examination; whichever is lower;*
 - (iii) in reckoning the consecutive academic years during which a candidate has studied, any period of interruption of his study by reason of his failure to pass any examination shall be disregarded;*
 - (iv) the question, whether any candidate for direct recruitment to any post has resided in any local area shall be determined with reference to the places where the candidate actually resided and not with reference to the residence of his parents or other guardian.*
- (2) A candidate for direct recruitment to any post who is not regarded as a local candidate under sub-paragraph (1) in relation to any local area shall;*
- (a) in cases where a minimum educational qualification has been prescribed for recruitment to the post;*
 - (i) If he/she has studied in educational institutions in the State for a period of not less than seven consecutive academic years ending with the academic year in which he/she appeared or as the case may be, first appeared for the relevant qualifying examination be regarded as a local candidate in relation to;*
 - (A) Such local area where he/she has studied for the maximum period out of the said period of seven years; or*
 - (B) Where the periods of his study in two or more local areas are equal, such local areas where he/she has studied last in such equal periods;*
 - (ii) If during the whole or any part of the seven consecutive academic years ending with the academic year in which he/she appeared or as the case may be first appeared for the relevant qualifying examination, he/she has not studied in the educational institutions in any local area, but has resided in the State during the whole of the said period of seven years be regarded as a local candidate in relation to;*

- A) *Such local area where he/she has resided for the maximum period out of the said period of seven years; or*
 - B) *Where the periods of his residence in two or more local areas are equal, such local area where he/she has resided last in such equal periods;*
 - (b) *In cases where no minimum educational qualification has been prescribed for recruitment to the post, if he/she has resided in the State for a period of not less than seven years immediately preceding the date on which the post is notified for recruitment, be regarded as a local candidate in relation to;*
 - (i) *such local area where he/she has resided for the maximum period out of the said period of seven years; or*
 - (ii) *where the periods of his residence in two or more local areas are equal such local area where he/she has resided last in such equal periods.*
 - (c) *In cases where Visually Handicapped and Hearing Handicapped persons studied in the special schools meant for them, the native place of the parents of such Visually Handicapped and Hearing Handicapped persons.”*
- 5) **Application fee:**
Each application should be accompanied with fee of Rs.120/- paid in favour of “TSERC Fund” through a Demand Draft drawn on a Nationalized Bank. Payment of Fee is exempted for SC/ST, BC, EWS candidates.
- 6) **Procedure for selection:**
The selection is through interview. Canvassing in any form shall be liable for rejection of the candidature.
- 7) **How to apply:**
Interested persons, those who are qualified and eligible for the post may send his/her application on or before 22.09.2022 as per the proforma given hereunder through proper channel to the Commission Secretary *1/c*, D.No.11-4-660, 5th Floor, Sinagareni Bhavan, Red Hills, Hyderabad 500 004 duly superscribing the post applied for.
- 8) **General provisions**
- a) The posts are governed by the provisions of ‘Method of Recruitment and conditions of Service of officers and staff’ Regulations, 1999 [Regulations No.3, dated 12.07.1999 or the ‘Principal Regulation’] read with its ‘First Amendment’ Regulation, 2006, dated 25.04.2006 and its ‘Supplementary’ Regulation, 2013 [Regulation No,5 of 2013 dated 30.07.2013] as adopted by the Commission in ‘Adoption’ Regulation, 2014 [Regulation No.1 of 2014, dated 10.12.2014] and subsequently notified its ‘Second Amendment’ Regulation, 2022 [Regulation No.8 of 2022, dated 05.09.2022].’
 - b) TSERC is not responsible for any discrepancy in Bio-data particulars while submitting the application form. The applicants are therefore

advised to strictly follow the instructions posted on TSERC website on their own interest before submitting the application.

- c) The particulars furnished by the applicant in the Application form will be considered as final and the candidates are advised to be careful while filling the application.
 - d) Incomplete/incorrect application form will be summarily rejected. The information, if any furnished by the candidate subsequently, in any form will not be entertained under any circumstances by TSERC, Applicant should be careful in filling-up the application form and submission. If any lapse is detected during the scrutiny, the candidature will be rejected even though he/she comes to the final stage of recruitment process or even at a later stage.
 - e) Candidates should make sure of their eligibility to the post applied for and that the declaration made by them in the format of application regarding their eligibility correctness in all respects. Any candidate furnishing incorrect information or making false declaration regarding his/her eligibility at any stage or suppressing any information, is liable to be debarred from appearing any written test/interviews conducted by TSERC for this recruitment and future recruitments.
 - f) Candidates are directed to follow the TSERC website (www.tserc.gov.in) regularly to know the latest developments of this recruitment and any changes/modifications/addendum/corrigendum, dates of interview, calling candidates for verification of certificates/results, etc. Candidates may note that individual communication is not possible. Hence, they must regularly visit the website for updates.
- 9) **TSERC decision to be final:** The decision of TSERC shall be final in all aspects of this recruitment which includes acceptance or rejection of application, conduct of interview and at all consequent stages culminating in the selection or otherwise of any candidate.

TSERC reserves its right to alter and modify terms and conditions laid down in the notification for conducting various stages up to selection, duly intimating details thereof to all concerned, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by TSERC at any stage.

Sd/-
Commission Secretary *1/c*

APPLICATION FOR THE POST OF

(to be filled by the applicant)

[In case of in service candidate the application shall be routed through proper channel as per Clause 3 of the Notification]

1. General Information:

1	Name with Surname	
2	Date of Birth as per SSC certificate Age in years (enclose certificate)	
3	Place of Birth	
4	Native Place/District	
5	Name and address of your Employer where you are working a. Date of Joining b. Present designation c. Present pay d. Level of pay e. Gross emoluments f. Net emoluments	

2 Academic Information: Educational and Professional qualifications (to be mentioned in chronological order starting from SSC/X standard. If required, additional sheet may be enclosed). Copies of certificates in support shall be enclosed.

Sl. No.	Details of the academic qualification	Name and address of the Institution	College and university	% of Marks obtained	Year of Passing
1					
2					
3					
4					
5					

Professional experience: (To be furnished in reverse chronological order, starting from the present employment, if required additional sheets may be enclosed). Details of nature of job, specific skill sets used and contributions made in each employment may be made on additional sheets).

Sl. No.	Name of the Organization	Designation	Period of work	
			From	To
1				
2				
3				
4				
5				

3. Other information:

a)	Whether belongs to SC/ST/BC/EWS/Others etc.: copy of certificates should be enclosed	
b)	Earliest date by which the applicant can report for duty if selected:	
c)	Address for communication: Present Address and Permanent address	
d)	Mobile Number & email id:	
e)	Any other information wish to be furnished:	

4. Details of Fee payment: Paid/Exempted (certificate to enclose)

Amount paid in Rs.

Demand Draft No.

Date:

Name of the Nationalized Bank:

Branch:

Note: No Travelling Allowance is payable for the journey performed to attend the interview and no accommodation will be provided by TSERC, candidate should make his/her own arrangements for attending the interview.

DECLARATION:

I..... hereby declare that the information furnished above is true to the best of my knowledge. I am aware that I would be liable for necessary actions for furnishing any false information. Further I undertake not to withdraw my candidature or decline the post, in the event of my selection.

Place:

Date:

Signature of the candidate