



**ASSAM POWER DISTRIBUTION COMPANY LIMITED
ASSAM ELECTRICITY GRID CORPORATION LIMITED
ASSAM POWER GENERATION CORPORATION LIMITED**

BijuleeBhawan, Paltanbazar, Guwahati – 781001

www.apdcl.org

www.aegcl.co.in

www.apgcl.org

EMPLOYMENT NOTICE

(Dated: 23RD SEPTEMBER, 2017)

**FOR THE POSTS OF
ASSISTANT MANAGER
&
JUNIOR MANAGER
IN
APDCL, AEGCL & APGCL**

**Date of commencement of
Online Application process:
24th September, 2017**

**Date of Closure of Online
Application process:
20th October, 2017**

Openings!

Group – A:

Assistant Manager

- ✓ Electrical
- ✓ Mechanical
- ✓ Civil
- ✓ Information Technology
- ✓ Instrumentation
- ✓ Human Resource

Group – B:

Junior Manager

- ✓ Electrical
- ✓ Mechanical
- ✓ Civil
- ✓ Instrumentation

Applications are invited from candidates having requisite qualifications for filling up vacancies in APDCL, AEGCL & APGCL in Group – A & Group – B categories as shown below:

Group - A Category										
Sl. No.	Name of the Post	Name of the Company	Indicative Number of Vacancies							Educational Qualification
			UR	OBC/ MOBC	ST(P)	SC	ST(H)	PWD	Total	
1	Assistant Manager (Electrical)	APDCL	23	14	5	4	3	LD: 1 HI: 1	51	Degree in Electrical Engineering from University/Institution approved by AICTE
		AEGCL	15	8	3	2	2	LD: 1	31	
		APGCL	4	2	1	0	0	0	7	
2	Assistant Manager (Mechanical)	APDCL	5	3	1	1	1	0	11	Degree in Mechanical Engineering from University/Institution approved by AICTE
		AEGCL	2	1	0	0	0	0	3	
		APGCL	4	2	1	0	0	0	7	
3	Assistant Manager (Civil)	APDCL	3	1	1	0	0	0	5	Degree in Civil Engineering from University/Institution approved by AICTE
		AEGCL	3	1	0	0	0	0	4	
		APGCL	5	2	1	1	0	0	9	
4	Assistant Manager (Information Technology)	APDCL	5	3	1	1	1	0	11	Degree in Computer Science & Engineering/ Information Technology/ Computer Engineering/ Computer Technology/ Computer Science from University/Institution approved by AICTE
		APGCL	1	0	0	0	0	0	1	
5	Assistant Manager (Instrumentation)	APGCL	1	1	0	0	0	0	2	Degree in Instrumentation Engineering from University/Institution approved by AICTE
6	Assistant Manager (Human Resource)	APDCL	2	1	0	0	0	0	3	Full Time MBA or Equivalent in Human Resource Management/ Personnel Management from University/Institution approved by AICTE
		AEGCL	1	1	0	0	0	0	2	
		APGCL	1	0	0	0	0	0	1	
TOTAL									148	

Group - B Category										
Sl. No.	Name of the Post	Name of the Company	Indicative No. of Vacancies							Educational Qualification
			UR	OBC/ MOBC	ST(P)	SC	ST(H)	PWD	Total	
1	Junior Manager (Electrical)	APDCL	25	15	6	4	3	LD: 1 HI: 1	55	Diploma in Electrical Engineering from any Govt. recognized Institution
		AEGCL	11	6	2	2	1	LD: 1	23	
		APGCL	3	2	1	0	0	0	6	
2	Junior Manager (Mechanical)	APDCL	3	2	1	0	0	0	6	Diploma in Mechanical Engineering from any Govt. recognized Institution
		AEGCL	2	1	0	0	0	0	3	
		APGCL	4	3	1	1	1	0	10	
3	Junior Manager (Civil)	APGCL	6	4	1	1	1	0	13	Diploma in Civil Engineering from any Govt. recognized Institution
		AEGCL	3	2	1	0	0	0	6	
4	Junior Manager (Instrumentation)	APGCL	3	1	0	0	0	0	4	Diploma in Instrumentation Engineering from any Govt. recognized Institution
TOTAL									126	

Abbreviations used: UR – Unreserved; OBC – Other Backward Class; MOBC – More Other Backward Class; SC – Scheduled Caste; ST(P) – Scheduled Tribe (Plains); ST(H) – Scheduled Tribe (Hills); PWD – Person with Disability (LD: Loco motor Disability, HI: Hearing Impairment).

1. Additional Educational Qualification Criteria:

- Course duration of Graduate Degree in Engineering should be of minimum 4 years or 3 years after completion of Diploma Certificate course.
- Duration of Post Graduate course should be of minimum 2 years.
- Minimum 60% marks in the qualifying examination of Diploma/Degree/MBA or Equivalent courses for the above mentioned posts.
- In case of SC/ST candidates, Minimum 50% marks in the qualifying examination of Diploma/Degree/ MBA or Equivalent courses for the above mentioned posts.
- Wherever CGPA/OGPA/GPA or Letter Grade in a Diploma/Degree/ MBA or Equivalent courses is awarded, equivalent percentage of marks should be indicated by the candidates in the online application form as per norms adopted by the University/Institute. The candidate will have to submit a copy of these norms with respect to his/her University/Institute along with the printed application form, at the time of viva-voce examination. Where no norms have been specified, the CGPA/OGPA/GPA will be multiplied by a factor 10 and the sum will be subtracted by 5.

2. Age Limit (According to Birth Certificate/HSLC or equivalent Admit Card):

- **Assistant Managers:** Not less than 21 (Twenty One) years and not more than 38 (Thirty Eight) years on **01.09.2017**. The upper age limit is relaxable by 5 (Five) years i.e., upto 43 (Forty Three) years in the case of SC/ST/PWD candidates. In case of Departmental Candidates i.e., the serving employees of APDCL/AEGCL/APGCL, the upper age limit is relaxed upto 45 (Forty Five) years.
- **Junior Managers:** Not less than 18 (Eighteen) years and not more than 38 (thirty eight) years on **01.09.2017**. The upper age limit is relaxable by 5 (Five) years i.e., upto 43 (Forty Three) years in the case of SC/ST/PWD candidates. In case of Departmental Candidates i.e., the serving employees of APDCL/AEGCL/APGCL, the upper age limit is relaxed upto 45 (Forty Five) years.
- Certificates of SC/ST/OBC/PWD candidates should have been issued by the appropriate Authority.
- Candidates working in Govt./Semi-Govt./Public undertakings should produce “No Objection Certificate” from their present employer at the time of viva-voce examination, failing which he/she would not be allowed for the viva-voce examination.
- Departmental candidates (APDCL/AEGCL/APGCL), if any, will have to produce “No Objection Certificate” from the concerned authority.

3. Other Conditions: The candidate must be a citizen of India and domicile of Assam. Candidate having adequate knowledge in communicating in Assamese and/or local languages will be preferred. Candidates have to submit documents in proof of domicile before appearing the viva-voce examination.

- 4. Definition of PWD (Person with Disability):** Under Section 33 of the Persons with Disabilities (Equal Opportunities, Protection of Right and Full Participation) Act, 1995 only such people would be eligible for reservation who suffer from not less than 40% of relevant disability and are certified by Medical Board constituted by the Central/State Govt. Candidates claiming such benefits should produce certificate in original (issued by the Competent Authority) before appearing the viva-voce examination, if called for. Persons with Disabilities will have to work in offices across the state of Assam.
- 5. Application Fee (Non Refundable):** Rs. 500.00 (Rupees Five Hundred only) for General/OBC/MOBC candidates and Rs. 250.00 (Rupees Two Hundred Fifty only) for SC/ST candidates. Candidate has to pay the application fee through **online** mode only by using Net Banking/Credit Card/Debit Card.
- 6. Selection Procedure:** The candidates will have to appear in the written test to be notified in due course. The written test shall contain two papers (Paper – I & Paper – II) of 100 marks each as indicated below. The candidates selected through written test will be called for a viva-voce examination of 36 marks. The final selection list will be prepared based on the marks obtained in the written test & viva-voce examination. No TA or DA will be admissible for the journey in connection with written test/viva-voce examination. The decision of the Selection Board/ Committee for the eligibility or otherwise of a candidate for admissible in the written test shall be final. Inclusion of a candidate's name in the final selection list will not confer him/her the right for appointment, unless the appointing authority is satisfied that the candidate is suitable for appointment in all respects.

Group		Paper	Subject	Question Pattern	Syllabus	Marks	Time
A	Assistant Manager	Paper - I	General English & General Aptitude	Objective type Multiple Choice	Published in the website of APDCL	100	2 Hours
		Paper - II	Core Subjects			100	2 Hours
B	Junior Manager	Paper - I	General English, General Aptitude & General Knowledge	Objective type Multiple Choice	Published in the website of APDCL	100	2 Hours
		Paper - II	Core Subjects			100	2 Hours

- The questions will be of Objective type with multiple choices.
- OMR (Optical Mark Recognition) answer sheet will be provided for answering questions.
- Each question will carry 1 (one) mark for correct answer.
- There will be negative marking of 0.5 (half) marks for wrong answer against each question.
- Candidates will have to use **ONLY BLACK BALL PEN.**
- **USE OF ERASER, CHEMICAL, CORRECTION FLUID for correcting options once marked in the OMR answer sheet is prohibited and answer sheets bearing traces of such use shall not be evaluated.**
- Calculator, Mobile phone and any other electronic gadgets will not be allowed inside the examination hall.

- Detailed location and address of the examination centre will be informed through Admit Card.

7. Remuneration: Finally appointed candidates would be paid consolidated pay as shown below during their probation period of two years from the date of joining. After completion of the probation period, they would be placed in their respective pay scales with all admissible allowances as per the norms of the Companies.

Year	Group		Basic Pay (Rs.)	Grade Pay (Rs.)	House Rent Allowance (Rs.)	Medical Allowance (Rs.)	Total (Rs.)
1st Year	A	Assistant Manager	14,200.00	5,400.00	2,352.00	600.00	22,552.00
	B	Junior Manager	9,500.00	4,300.00	1,656.00	600.00	16,056.00
2nd Year	A	Assistant Manager	14,790.00	5,400.00	2,423.00	600.00	23,213.00
	B	Junior Manager	9,920.00	4,300.00	1,706.00	600.00	16,526.00

8. How to Apply:

Eligible and interested candidates are required to apply through online mode only in the “Career” section of APDCL website i.e., www.apdcl.org. No other means/mode of application shall be accepted. Online submission of the applications will be allowed on the website between 24.09.2017 to 20.10.2017.

The candidates are required to fill up the information in support of age, caste, educational qualification, address, other qualifications, relevant work experience (if any) etc. and upload the scanned passport size recent coloured photograph along with the signature in the APDCL website at the time of filling their applications online. The print out of the Application form, self-attested photocopies of the relevant documents along with the original documents (for verification purpose) are to be submitted before appearing the viva-voce examination (if called for).

9. Prerequisites:

- Before applying online, the candidates are advised to go through the advertisement and the instructions carefully and should ensure that they fulfil all the eligibility criteria.
- Online registration of the candidates will be provisional, as their eligibility will be verified only before appearing the viva-voce examination. Mere issue of admit card / call letter for viva-voce will not imply acceptance of candidature. Candidature of a registered candidate is liable to be rejected at any stage of recruitment process or even after joining, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria, at any stage or if the candidate fails to produce valid documentary proof in support of his/her eligibility.
- Candidates must have a valid e-mail ID and Mobile Number, which should remain valid at least for one year. All correspondence with candidates shall be done primarily through e-mail. All information regarding examination schedule/admit card/ result of written test/ viva-voce examination schedule and call letters/

intimation regarding final selection etc. shall be published in the APDCL website and through the e-mail ID provided by the candidate at the time of registration.

- Downloading and printing of the Application Form, Admit Card/interview call letter/ any other information shall be the responsibility of the candidate.
- Before applying online, the candidates should keep ready soft copy of scanned image of the latest passport size photograph (Size maximum of 100 KB with minimum Resolution of 200 x 250 Pixels) and scanned signature (Size maximum of 50 KB with minimum Resolution of 250 x 60 Pixels), both in **.jpg/.jpeg/.png** format only for uploading while applying online.

10. General Instructions:

- Candidates are advised to go through the “Instructions for Filling up Online Application Form” which is available in the APDCL website.
- While applying the candidates should enter their full name as it appears in the HSLC or Equivalent Admit Card/Certificate.
- Candidates have to compulsorily fill up the Preference of Company as per their choice.
- Bringing influence at any stage of the selection process will disqualify the candidature.
- If at any stage, it is detected that the candidate has given false information; his candidature will be rejected forthwith.
- The Company reserves the right to cancel recruitment for any or all of the posts without assigning any reason.
- The decision of Selection Board/Committee, in all matters relating to eligibility, acceptance, rejection of the application, issue of call letters, verification of testimonials and selection will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection.
- Candidate has to submit a print out of the filled up online application form, along with a set of the all self-attested documents pertaining to their eligibility criteria, before appearing the viva-voce examination.
- For any queries related to online application, candidates may send their queries to recruitment@apdcl.org.