



TELANGANA STATE ELECTRICITY REGULATORY COMMISSION

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

Employment Notification for Commission Secretary (One Post)

Applications are invited from the eligible **Local candidates** for filling up One (1) post on Contract / Deputation basis.

- 1) Level of pay, Qualifications and Experience required for the post of Commission Secretary - One (1) post

The post is borne in the Level of pay - 14 i.e., Rs.10,000/- in the pay band of Rs.37,400 – 67,000.

Minimum Required Qualification:

- a) Degree from a recognized University
- b) 20 years Engineering or 15 years administrative experience out of which 5 years at the management level
- c) Significant professional experience in managing staff, budget and projects
- d) Excellent written and verbal communication skills

Additional Qualifications desirable:

- a) Work experience in a Government Organization
- b) Knowledge or experience in a regulated industry or with a regulatory body in Power Sector

- 2) **Age Limit:**

There is no upper age limit. However, retired employees can only be appointed on contract basis for a maximum period of 3 years.

- 3) **Duration:**

Maximum duration shall be five years in case of deputation and three years for those on contract. Whatever be the maximum period, the Commission shall appoint only for one year initially and based on performance, extension can be granted to the maximum period.

- 4) **Emoluments:**

The deputationist has the option to choose his parent department pay and allowances plus deputation allowance as per TSERC rules or opt to the pay and allowances prescribed for the post in TSERC within one month of his joining.

The emoluments on contract basis is to be decided by the Commission, which is subject to recovery of Pension before commutation and DR, if any as applicable.

5) Other Conditions:

The eligible in-service candidates for deputation should submit their applications through proper channel. Forwarding authority should forward the applications on their letter head certifying their No Objection in forwarding the 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.

6) Local candidate:

Relevant Government of Telangana rules are applicable.

7) 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.

8) Procedure for selection:

The selection is through interview. Canvassing in any form shall be liable for rejection of the candidature.

9) How to apply:

Interested persons, those who are qualified and eligible for the post may send his/her application on or before 16.10.2023 as per the proforma given hereunder through proper channel to the Commission Secretary FAC, D.No.11-4-660, 5th Floor, Sinagareni Bhavan, Red Hills, Hyderabad 500 004 duly superscribing the post applied for.

10) 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. 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.
- c. 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.
- 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.

11) 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.

12) Last date for submission of application is 16.10.2023.

Sd/-
Commission Secretary FAC

**APPLICATION FOR THE POST OF COMMISSION SECRETARY
ON DEPUTATION / CONTRACT**

*[In case of in service candidate the application shall be routed through
proper channel as per Clause 4 of the Notification]*

Last Date: 16.10.2023

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	
6	Name and address of your Employer in case retired a. Date of Joining b. Last designation held c. Last drawn pay & present pension before commutation d. Level of pay	

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					

3. 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				

4. 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:	

3. 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 Applicant