

### TELANGANA STATE ELECTRICITY REGULATORY COMMISSION

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

#### **EMPLOYMENT NOTIFICATION No.TSERC/Rect-2024-1**

The Commission intends to fill up the posts enclosed to this notification on Direct recruitment basis. Applications are invited from the **eligible Local** candidates who strictly fulfil the said eligibility criteria. The posts to be filled up, qualifications and experience required for the said posts can be seen in the Annexure – I.

**1. Age Limit:** The age limit including all relaxations shall be as per the prevailing rules of Government of Telangana as modified from time to time. As per G.O.Ms.No. 30, General Administration (Services-A) Department, dated 08.02.2024, presently the upper age limit is 46 years as on date.

# 2) Local candidate:

Local Reservation (95%) is applicable to the posts notified as per G.O.Ms.No.124 General Administration (SPF-MC) Department, dated 30.08.2018.

Definition of a Local candidate as per Par – 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;
  - 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.

# 3) In service candidates:

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.

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. 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 PWD, candidates as per the orders of Government of Telangana.

#### 5. Reservations:

Rule of Reservations as notified by the Government of Telangana from time to time will be followed.

#### 6) Procedure for selection:

The selection is either through interview or through written examination and 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 01.04.2024 as per the proforma given hereunder to the Commission Secretary, D.No.11-4-660, 5<sup>th</sup> Floor, Sinagareni Bhavan, Red Hills, Hyderabad 500 004 duly superscribing the post applied for. Separate applications should be sent for the different posts being 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 in 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 Commission reserves a right to reject the candidature at any 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) Mere possession of requisite qualifications and experience does not make a candidate suitable for the relevant posts (s) and no correspondence in any form will be entertained on this issue. Attempting to make correspondence shall be a disqualification and tantamount to canvassing.
- g) The Selection committee at its discretion may prefer candidates with higher experience and candidates from Government organizations to enable them to shortlist candidates. The decision of the Selection committee shall be final and the decision of the selection committee is not subject to any correspondence.
- h) Similarly the Selection committee shall also have the discretion to decide upon the written tests to be conducted and / or Interview. The decision of the selection committee shall be final and no correspondence shall be entertained on this issue.
- i) 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,etc.

- j) The following documents should be enclosed:
  - a) Prescribed application fee. Proof, if paid online
  - b) Fresh community certificate issued by the concerned revenue official not earlier than six months from the date of notification, if claiming reservations and fees exemption.
  - c) Attested copies of all certificates of academics and experience.
  - d) any other document which is relevant.

# 9) TSERC decision to be final:

- a) The decision of TSERC shall be final in all aspects of this recruitment which includes acceptance or rejection of application, conduct of written test and or interview and at all consequent stages culminating in the selection or otherwise of any candidate.
- b) TSERC reserves its right to alter, vary and modify terms and conditions laid down in the notification for conducting various stages up to selection, as warranted by any unforeseen circumstances arising during the course of this process, or as deemed necessary by TSERC at any stage.
- c) Submitting an application means accepting to all the terms and conditions stated above, and also posted on the website from time to time.
- d) Mere submission of application would not guarantee that the candidate would get employment in the TSERC and it is subject to the other conditions set out herein above and including the merit in the written test / interview etc.

Sd/-Commission Secretary

#### APPLICATION FOR THE POST OF .....

(other than Office Subordinates) (to be in 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	In case of In-service candidates, 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

**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.

S1. 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).

S1.	Name of the	Designation	Period of work	
No.	Organization		From	То
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)	Details of conviction may be furnished if any	
f)	Details of criminal cases involved by you, instituted against you and still pending and a decision as such is awaited.	
g)	Have you ever been found unfit for any Government Job /Post /other such services on any grounds, by the Central / State Government or their PSUs and if so please give details	
h)	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 or written test and no accommodation will be provided by TSERC. Candidate should make his/her own arrangements for attending the interview.

#### **DECLARATION:**

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

	and I submit my acceptance to all the terms and conditions.		
Place Date:		Signature of the candidate	
Paste	your latest passport photograph here		

d) I have also read and understood all the terms and conditions laid down

### APPLICATION PROFORMA FOR THE POSTS OF

#### **OFFICE SUBORDINATES**

(to be in filled by the applicant)

### 1. General Information:

1	Name with Surname in bold letters	
2	Date of Birth as per SSC certificate (enclose certificate) Age in years	
3	Place of Birth	
4	Native Place/District	
5	Details of present employment, if employed	

**Academic Information:** Educational and Professional qualifications (to be mentioned in chronological order). Copies of certificates in support shall be enclosed.

S1. No.	Details of the academic qualification	Name and address of the School	Name of the Board	% of Marks obtained	Year of Passing
1					
2					

# 3. Experience if any:

S1.	Name of	the	Designation	Period	of work
No.	Organization			From	То
1					

### 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	
e)	Details of conviction may be furnished if any	
f)	Details of criminal cases involved by you, instituted against you and still pending and a decision as such is awaited.	
g)	Have you ever been found unfit for any Government Job /Post /other such services on any grounds, if so please give details	
h)	Aadhar Card No:	
h)	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 or written test and no accommodation will be provided by TSERC. Candidate should make his/her own arrangements for attending the interview.

### **DECLARATION:**

- e) I...... hereby declare that the information furnished above is true to the best of my knowledge.
- f) I am aware that I would be liable for appropriate actions for furnishing any false information.
- g) Further I undertake not to withdraw my candidature or decline the post, in the event of my selection.
- h) I have also read and understood all the terms and conditions laid down and I submit my acceptance to all the terms and conditions.

Place: Date:

Signature of the candidate

Paste your latest passport photograph here

# Qualifications and Experience required for the posts of Officers:

# 1. Joint Director / Engineering

: One post (OC)

Level of Pay 13A (Rs.8900) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications
	desirable
a) Degree in Electrical / Power	a) Power system planning
Engineering.	experience
b) Fifteeen years experience at	b) Experience in managing
management level in large power	engineering professionals
utilities with generation,	
transmission and distribution	
facilities of which atleast three	
years should be at field level	
c) Good written and verbal	
communication skills	

# 2. Deputy Director / Transmission

: One post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Degree in electrical / Power	a) Experience in commercial issues,
Engineering	power purchase agreements
b) Five years of professional	b) Familiarity with electricity tariff
experience in Power utility with	issues
generation, transmission and	c) Knowledge of economics
distribution facilities	
c) Direct operational experience in	
generation, transmission and	
distribution	
d) Good written and verbal	
communication skills	

# 3. Deputy Director / Distribution

: One (1) post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Degree in electrical / Power Engineering b) Five years of professional experience in power utility with generation, transmission and distribution facilities.	<ul><li>a) Experience in commercial issues, power purchase agreements and /</li><li>b) Familiarity with electricity tariff issues</li><li>c) Knowledge of economics</li></ul>

c) Direct operational experience in
generation, transmission and
distribution
d) Good written and verbal
communication skills

# 4. Deputy Director / Law : One (1) Post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Degree in law from recognized	a) Experience in utility or regulatory
university / law school	law
b) Eligibility to practice law	b) Knowledge and / or experience in the power sector
c) Five years of professional	c) Experience in related litigation in
experience	court
d) Excellent written and verbal communication skills	d) Experience in contract and / or administrative law

# 5. Deputy Director / Legal Procedures : One (1) Post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Degree in law from recognized university / law school	a) Experience in utility or regulatory law
b) Eligibility to practice law	b) Knowledge and / or experience in the power sector
c) Five years of professional experience	c) Experience in related litigation in court
d) Excellent written and verbal communication skills	d) Experience in contract and / or administrative law

# 6. Deputy Director / Tariff (Accounts & Financial Analysis) : One (1) post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Degree in Accounting / Commerce, Cost Accountant or Chartered Accountant	<ul><li>a) Good written and verbal communication skills</li><li>b) Knowledge of microeconomics</li></ul>

- b) Five years of professional c) Known the portion of the portion
- c) Demonstrated capability in analysis of company accounts, financial analysis, modeling including spreadsheet and database skills
- c) Knowledge and / or experience in the power sector
- d) Membership in an accountancy organization of good standing

# 7. Deputy Director - Tariff (Economics) : One (1) Post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Degree in Economics with	a) Good written and verbal
specialization in micro economics	communication skills
from a recognized university	b) Knowledge of accounting and
b) Five years of professional	principles of finance
experience as an economist with either a government department or commercial enterprise	c) Knowledge and / or experience in the power sector
c) Demonstrated capability in economic analysis, modelling and spreadsheet and database skills	

# **8. Deputy Director - Tariff (Engineering) : One (1) post (OC)** Level of Pav 13 (Rs.8700) in the Pay Band of Rs.37400-67000

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Minimum Required Qualifications	Additional Qualifications desirable		
a) Degree in Electrical / Power Engineering	a) Good written and verbal communication skills		
b) Five years of professional experience in power utilities at the managerial level in large power utilities with generation, Transmission and Distribution facilities	b) Knowledge of accounting c) Experience in development of tariffs in Power Sector utilities		

# 9. Deputy Director / Information Technology: One (1) post (OC)

Salary: Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

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I	Minimum	Required (	Qualificatio	ns	Additional	Qualifications desirable

a) Degree in Electrical or Computer
Engineering or Post Graduate
degree in Computer Science
b) Five years experience in
information technology management
c) Good written and verbal
communication skills

# 10. Deputy Director / Pay & Accounts : One (1) Post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Minimum Required Qualifications	Additional Qualifications desirable
a) Chartered Accountant with 5 years' experience or a person qualified in SAS examination or a person with minimum five years' service in Telangana Finance Service.	<ul><li>a) Degree from any recognized University</li><li>b) Demonstrated Computer Skills, especially spreadsheet and database skills</li></ul>
b) 5 years' experience with managing office budgets and payroll in the context of Govt. of Telangana or GOI	c) Good written and verbal communication skills

# 11. Deputy Director / Consumer Assistance : One (1) Post (OC)

Level of Pay 13 (Rs.8700) in the Pay Band of Rs.37400-67000

Level of Pay 13 (Rs.8700) Iff the Pay Balld of Rs.87400-07000			
Minimum Required Qualifications	Additional Qualifications desirable		
a) Degree in Engineering or Law or			
post graduate degree in any other			
discipline			
b) 5 years experience in power			
sector in areas directly connected to			
end – users			
c) Demonstrated ability in dealing			
with consumer problems			
d) Good verbal and communication			
skills			

# 12. Accounts Officer: One (1) Post - (OC)

Level of Pay 11 (Rs.6600) in the Pay Band of Rs.15600-39100

- a. Degree in Commerce
- b. 5 Years' experience in Accounting procedures in any Government / Public Sector Organization.
- c. Exposure to Computer Operation

## Qualifications and experience required for the Supporting Staff:

# 13. **Cashier**: - One (1) Post (OC)

Level of Pay 6 (Rs.4200) in the Pay Band of Rs.9300-34800

- a) Degree in Commerce
- b) 3 years' experience in Accounting procedures in any Government / Public Sector Organizations.
- c) Exposure to Computer Operation

#### 14. <u>Librarian</u>: One (1) Post (OC)

Level of Pay 6 (Rs.4200) in the Pay Band of Rs. 9300-34800

- a) Degree/ Diploma in Library Science.
- b) 2 years' experience as a librarian.

# 15. **Steno-cum-Computer Operator**: Two (2) Posts

Post - 1- OC

Post - 2 SC

Level of Pay 6 (Rs.4200) in the Pay Band of Rs.9300-34800

- a) Basic Educational Qualification Must be a Graduate in any discipline from a recognised University.
- b) Computer Skill The candidate must have Diploma in Computer Application or certificate course in DTP. He/she must have sufficient experience in data entry, spreadsheets and must have good knowledge and operational experience in MS Windows 95/ 98 and above. The candidate must be able to type minimum 40 words per minute in computer and be able to take printouts.
- c) Should have adequate exposure in noting, drafting and disposal of cases involving legal, commercial and technical matters.
- d) Shorthand Test The candidate must be able to take shorthand dictation with a minimum speed of 80 words per minute.
- e) Experience in Stenography and Computer operation for 1 year.

#### 16. Clerk-cum-Computer Operator : Four (4) Posts

Post - 1- OC

Post - 2 SC

Post - 3 OC

Post - 4 BC-A

Salary: Level of Pay 5 (Rs.2800) in the Pay Band of Rs.5200-20200

- a) Must be a graduate in any discipline from a recognised university.
- b) Should have adequate exposure in noting and drafting.
- c) Computer Skill The candidate must have Diploma in Computer Application or certificate course in DTP. He/ she must have sufficient experience in data entry, spreadsheets and must have good knowledge and operational experience in MS Windows 95/ 98 and above. The candidate must be able to type minimum 40 words per minute in computer and be able to take printouts.
- d) Should have experience of 3 years.

# 17. Personnel Assistants : Two (2) Posts

Post - 1- OC

Post - 2 SC

Salary: Level of Pay 5 (Rs.2800) in the Pay Band of Rs.5200-20200

- e) Must be a graduate in any discipline from a recognised university.
- f) Should have adequate exposure in noting and drafting.
- g) Computer Skill The candidate must have Diploma in Computer Application or certificate course in DTP. He/ she must have sufficient experience in data entry, spreadsheets and must have good knowledge and operational experience in MS Windows 95/ 98 and above. The candidate must be able to type minimum 40 words per minute in computer and be able to take printouts.
- h) Should have experience of 3 years.

### 18. Receptionist: One (1) Post - OC

Level of Pay of 4 (Rs. 2400) in the pay band of Rs. 5200-20200

- a) Must be a Graduate in any Discipline from a recognized University.
- b) Must have basic knowledge in Computer operation and should have experience in Reception.
- c) Should have worked in Government / Public Sector Undertakings / reputed firms.

#### 19. Office Subordinates: Five (5) posts

Post - 1- OC

Post - 2 SC

Post - 3 OC

Post - 4 BC-A

Post - 5 OC

Level of Pay 1 (Rs.1800) in the Pay Band of Rs.5200-20200

- $\bullet~$  He / she should have passed  $10^{th}$  class and know cycling.
- Having a light vehicle license and experience in driving cars will be an additional qualification.