HIMACHAL PRADESH STATE ELECTRICITY BOARD LIMITED



Registered office Number (CIN) GST No. Telephone Number Website address Email (A State Govt. undertaking)
Vidyut Bhawan, HPSEBL, Shimla-171004(H.P)
U40109HP2009SGC031255
HPSEBL 02 AACCH4894EHZB
0177-2803600, 2801675 (Office), 2658984(Fax)
www.hpseb.com
cmd@hpseb.in & directorfa@hpseb.in

No. HPSEBL(Sectt.)NGE/6-1(PWDs)2019- 19537-38

Dated- 5-7-2019

The Deputy Director (PR), H.P.State Electricity Board Ltd., Vidyut Bhawan Shimla-4.

Sub:-

Advertisement.

Enclosed please find herewith an appointment notice vide which the applications are to be invited for various posts to be filled from amongst the Persons With Disability (PWD) before 09.08.2019.

It is therefore, requested to publish the enclosed appointment notice in two leading newspapers (Hindi & English) and Giri Raj before 15.07.2019, positively. These vacancies may also be got broadcasted in AIR within 1-2 days positively.

DA/-As above.

Director (Pers.),

H.P. State Electricity Board Ltd., Vidyut Bhawan Shimle-4.

Copy forwarded to the Deputy Secretary (Gen.), HPSEB Ltd., Shimla-4, for information and necessary action plese. / SELIT) HISER Links. 4.

Director (Pers.),

H.P.State Electricity Board Ltd.,
Vidyut Bhawan Shimla-4.



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REQUISITION FORM

REQUISITION FORM FOR NOTIFICATION OF VACANCIES TO THE EMPLOYMENT EXCHANGE FOR RECRUITMENT TO THE VARIOUS POSTS AGAINST "PERSON WITH DISABILITIES" RESERVED QUOTA ON CONTRACT BASIS IN THE HPSEB LTD.

DISA	ABILITIES" RESERVED QUOTA ON COL	NTRACT BASIS IN THE HPSEB LTD.				
1.	Office/Department and Address	Executive Director (Pers.), HPSEB Ltd., Vidyat				
1.	Omoc, Department	Bhawan, Shimla-171004.				
2.	Name and designation of the	Dr. A.K.Sharma, Executive Director (Pers.),				
2.	officer with telephone No.	HPSEB Ltd., Vidyut Bhawan, Shimla-171004,				
	omos. was	Telephone Number : 0177-2801706.				
3.	Name and designation of the	The Executive Director (Pers.), HPSEB Ltd.,				
] .	officer with telephone No. to	Vidyut Bhawan, Shimla-171004, Telephone				
	whom applicants should report.	Number : 0177-2801706.				
4.	Date, time and place of interview	Shall be fixed on receipt of particulars of				
"	,	candidates.				
5.	(a) Designation of the posts to	As per Annexure-A attached.				
.	be filled and scale of pay.					
	(b) Place of work	Appointment will be made against vacant post				
		in any place/ office of HPSEB Ltd. As per				
		requirement.				
6.	Number of posts to be filled.	29 Nos as per details given in Annexure-A.				
7.	Probable date by which the	Immediately after conducting screening test (if				
'	vacancy will be filled.	any)/interview.				
8.	Qualification.	Essential qualification as specified against each				
		posts depicted in the Annexure-A attached.				
		Desirable:- i) Knowledge of customs manners				
-		and dialects of Himachal Pradesh and suitability				
		for appointment in the peculiar conditions				
		prevailing in the State.				
١		ii) Training and proficiency in use of				
4		Accounting software like Tally/SAP/ERP.				
9.	Age Limit	Between 18-45 years as on the last date of				
	,	receipt of application. Provided further that the				
	1	age is relaxable in accordance with the				
	¥	instructions issued by the HP. Govt. from time				
		to time.				
10	0. Whether willing to wait and	Requisition is being sent only to Special				
	consider applicants from other	Employment Exchange, established in the				
	exchange areas in case of local	Directorate of Labour & Employment, HP,				
	applicants are not available.	Shimla.				
1	1. Any other information	No TA/DA shall be paid for appearing in				
-	considered relevant.	screening test (ifany)/interview.				
ı						

Certified that while placing this demand, the instructions connected with the order on communal representation as also reservation of vacancies for priority categories of applicant has been strictly followed with due regard to the roster required to be maintained in accordance with standing instructions of the Govt. of HP. In this regard.

Enclosure:- Annexure-A.

Director (Personnel)

HPSEB Ltd., Yidyut Bhawan,

Shimla-171004

No.HPSEBL(Sectt.)NGE/6-1/2018-19483-85 Dated: 5-07-19

Copy alongwith Annexure-A is forwarded to:-

1. The Addl. Chief Secretary (Power), to the Govt. of H.P. for information please.

2. The Joint Commissioner (Disabilities)-Cum-Director (SCs,OBCs and Minority Affair) to the Govt. of HP. Shimla-9 for information please.

3. The Incharge, Special Employment Exchange, O/O the Director of Labour & Employment, HP. Govt. Shimla-171001. He is requested to sponsor the names of eligible candidates to this office at the earliest,

Enclosure:- Annexure-A.

Director (Personnel)

HPSEB Ltd., Vidyut Bhawan,

Shimla-171004

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"APPOINTMENT NOTICE"

Applications on prescribed format are invited for filling up the following 23 Nos posts of Junior Office Assistant (IT), 05 Nos post of Junior Office Assistant (Accounts) and 01 No post of Supdt-(Divisional Accounts) on contract basis in H.P. State Electricity Board Ltd. By way of Special Drive under Persons with Disability (PWD) Act. 1995 on contract basis. Candidates who are bonafide Himachali and possess the requisite qualification as shown against each post can apply.

Sr.	Name of post.	oost. Total No. of posts.	Classification of posts					Qualification	
No.			Blind Persons(only Low Vision)	Deaf H.I.	Orthoped ically handicap ped.	Learning & Mental & deaf blindness,	Pay Band+ Grade pay	Class	
1.	Junior Office Assistant (IT)	11 (3%) (1.7.15)	4	3	4	0	5910- 20200+ 1950	Class-	a) Essential Qualification (i) 10+2 from a recognized Board of School Education University or other qualifications required. (ii) One year Diploma in Computer Science/ Computer
2.	Junior Office Assistant (FT)	06 (3%) (8.9.16)	2	2	2	0	-do-	-do-	Application /Information Technology from a Recognized
3.	Junior Office Assistant (IT)	06(4%) (20.8.18)	2	2	1	1	-do-	-do-	University /Institution. (iii) Computer typing speed of 30 words per minute in
Total	oost of Junior Office A	ssistant (IT):-	8	7	7	1	5910-	Class-	English or 25 words per minute in Hindi. OR
Ne							20200+	111 -	(i) 10+2 from a recognized Board of School Education /University. (ii) "O" or "A" level Diploma from National Institute of Electronics & Information Technology (NIEIT). (iii) Computer typing speed of 30 words per minute in English or words per minute in Hindi. OR (i) 10+2 from a recognized Board of School Education University. (ii) Diploma in Information Technology (IT) from a recognized ITI/Institution.
	·					-			(iii) Computer typing speed of 30 words per minute in English or 25 words per minute in Hindi. b) Desirable qualifications: Knowledge of customs manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the State.

may 10

4.	Junior Office	3(3%)	01	01	01	0	5910-	Class-	a) Essential Qualification
4,		(27.1.2016)		,			20200+	III	(i) B.Com.from the recognized University.
	(Accounts)						1950		Note: Candidates having M.Com. qualification must have passed B.Com. at graduation level.
5.	Vamioi Cian	2(3%)	01	01	0	0	-do-	-do-	
	Assistant (Accounts)	(29,7,2016)							b) <u>Desirable</u> (i) Knowledge of customs manners and dialects of Himachal Pradesh and suitability for appointment in the peculiar conditions prevailing in the State. ii) Training and proficiency in use of Accounting software like Tally/SAP/ERP.
Total	Posts of Junior Of	fice Assistant	2	2	1	0	-do-	-do-	
6.	nts):- Supdt. (Divisional Accountant)	01 (3%)	1	0	0	0	10900- 34800+4 550GP.	-do-	20% Direct Recruitment Essential Qualification: B. Com. Or B. Com (Hons.) Desirable Qualification: Master Degree in Management (Finance) or Commerce or Financial Management.

1.		
2.		

5.

The Applicant must be a bonafide resident of Himachal Pradesh.

The applicant should not be less than 18 years and not more than 45 years as on the last date of receipt of application. Provided further that the age is relaxable in accordance with the instructions issued by the HP. Government from time to

No TA/DA will be payable to the applicant for appearing in written/viva voce test.

The application form complete in all respects may be sent to the Executive Director(Pers.) Vidyut Bhawan, HPSEB Ltd., 3. 4.

Shimla-4 on or before 09-08-2019 & 23.08.2019 for candidates residing in Tribal & difficult area).

No application shall be entertained after the due date.

Director (Pers.),

HPSEB Ltd., Vidyut Bhawan,

Shimla-171004.

Tel.No.0177-2801706.

1.	Name of the applicant (in block letter.)	Paste your recent passport size signed
2.	Father's Name:	colored photograph
3.	Date of Birth:	
4.	Correspondence Address:	
5.	Permanent Home Address:	
6.	Educational Qualification (Academic/technical)	
7	Category to which belong:	
8.	Nature of degree of disability:	
9.	Experience if any:	
10	Name of employment exchange where candidate is	
	Registered along with regd. No.	
Note	- Attested copies of educational/technical qualification	
	Disability and bonafideHimachalimust be attached.	
	Sign	nature of Candidate
the my	I hereby declare that the particular furnished in this apposest of my knowledge and belief and in case any informat candidature shall be liable to be rejected.	olication form are true to ion is found to be false,
	ed:	
Date		

~	HIMACHAL PE	RADESH	STATE	ELEC	TRICIT	Y BOAR	LIMITED					
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abili	ty (PWD) Act. 1995 of e qualification as shown	against ea	ch post can	apply.	-	ation of po	ate					
ulai	o qualification of the control of th					Learning						
	Name of Post	Total No. of	Blind		Ortho- pedically	& Mental	Pay Band	Class				
	Name of Con-	posts	Persons (only Low	Deaf H.I.	handi-	8. deaf	Grade pay					
			Vision)		capped	blindness	5910- 20200-	Class				
Ju	nior Office Assistant	11 (3%)	4	3	4	0	1950	-111				
(17		(1.7.15)				-	-do-	-do-				
Ju	nior Office Assistant	06 (3%)	2	2	2	7						
(17)	(8.9.16)		2	1	A	-do-	-do-				
	mior Office Assistant	06(4%) (20.8.18)	2	^	,	A.	<u> </u>					
(tr		(20.0.10)	8	7	7	1	5910-20200	+ Class				
	otal post of Junior ffice Assistant (IT):-		1				1950					
-			<u> </u>			Caled de	cation Univers	ity or other				
a	pualification:) Essential Qualification ualifications required. (i	on : (i) 10-	-2 from a re	ecogniza	ed Board of	ice/ Comput	er Application	Information				
19	namications requires.	-i-ad Linix	oreity /Instit	ution. (ii	ii) Compute	rtypingspee	(1 ()) 30 WOLOO P	•				
16	echnology from a Recog nglish or 25 words per m i) 10+2 from a recognize nstitute of Electronics &	d Board of	School Edu	cation /\	Jniversity. (1 FIT) (iii) Co	mouter typi	ng speed of 3	0 words per				
- 15	nstitute of Electronics of minute in English or word i) 10+2 from a recognize	d Board of	School Edu	cation L	Iniversity (ii) Diploma in	intormation let inute in English	or 25 words				
- In	oer minute in Hindi.		ladaa of	cuetom	manners	and dialects	of Himachal I	Pradesh and				
- 1	 b) Desirable qualificat suitability for appointment 	nt in the per	culiar conditi	ons pre		State:	5910-2020	0+ Class				
4.	Junior Office Assistan	t 3(3%)	וט ן (01	01	30/	1950	-111				
1	(Accounts)	(27.1.1		+-	1 0	NO:	-do-	-do-				
5.	Junior Office Assistar	t 2(3%		01	' '	1.3						
	(Accounts)	(29.7.1	2	1 2	1	a	-do-	-do-				
	Total Posts of Junior Office Assistant (Acc	nunts):-	1									
	Qualification: a) Essential Qualifica						*					
	a) Essential Qualifica Note:- Candidates h b) Desirable: (i) Know appointment in the pe Accounting software like	neage of c eculiar cor e Tally/SAI	ditions prev	vailing	n the State	e, ii) Titalinin	g and proficie	800+ -do-				
6.	Supdt.	01 (3	%) 1			1	4550G	P				
1	(Divisional Accounta	11()				\$	1					
	Qualification: 20% Direct Recruitment.											
1	Essential Qualification Desirable Qualification	n: B. Com	, Or B. Com	(Hons.)	ent (Finance	or Commer	ce or Financial I	Management				
L	The Applicant must be	n: Master I	resident of	limach	al Pradesh.	*						
1.	The Applicant must be The applicant should r	not be less	than 18 yea	rs and r	not more tha	n 45 years a	is on the last of	sued by the h				
1	annication Provided	minimizer miss	the age is r	elaxabl	e in accorda	uce what me	man bonono ici	,				
١.	Covernment from time	to time.					- 6					
3	No TA/DA will be paya The application form of	complete in	all respects	may b	e sent to the	Executive L)(rector(Pers.) Hidates residi	ng in Triba				
1	HPSEB Ltd., Snimia	4 on or t	efore 09-0	8-2019	& 23.00.Zi	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		irector (Pe				
١.	difficult area). No application shall be						idvut Bhawan.	Shimla-1710				
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	Energy Saveu is L	ilelig) C				1		÷				
١	Appli	ication to	r the post	01								
- 1	Name of the application	int (in bloc	k letter):					Paste				
- 1	Father's Name:					i	ју	our recent				
- 1								passport ize signed				
١	4. Correspondence Address: colored											
I								hotograph				
١	 Educational Qualif Category to which 	belong:										
١	 8. Nature of degree 0 	f disability:										
١	g. Experience if any:					انبده ماممه بدا	h road No					
	10 Name of employm Note:- Attested copie	ent exchar	ige where c	ical aus	e is registe lification Di:	sability and	bonafide Him	achali must				
1	Note:- Attested copie attached.	s of educa	иопаитест	ivai yiia								
	ацаспец.					· .	Signatu	re of Candio				
	I hereby declare that	he particul	ar furnished	in this a	application f	orm are true '	to the best of m e tiable to be re	jected.				
	I hereby declare that belief and in case any	informatio	n is found to	be false	e, my candic	iatine sitatin						
	Dated:						Signati	ire of Candi				
	Place:											

Size: 25x12 cms. Dated: 05.07.2019