



**U.P. RAJYA VIDYUT UTPADAN SEWA AAYOG  
U.P. RAJYA VIDYUT UTPADAN NIGAM LTD.**

(An Undertaking of U.P. Government )

ROOM NO.1023, 10<sup>TH</sup> FLOOR , SHAKTI BHAWAN EXTENTION, LUCKNOW  
Telephone No. 0522-2288829, Fax 0522-2288830

**Advt. No. U-06/UPRVUSA/2011**

U.P. Rajya Vidyut Utpadan Nigam Ltd. (UPRVUNL) is a progressive & fast expanding state thermal power generation undertaking having an installed capacity of 3933 MW for thermal generation and proposing to double it within next five years. UPRVUNL is also in joint venture with NTPC in the field of thermal generation and with other states in development of coal mines. On the other hand UP Jal Vidyut Nigam Ltd. (UPJVNL) is a state Hydel generation undertaking having an installed capacity of 526.5 MW for hydro electric generation and proposing to expand by another 100 MW within next three years.

UPRVUNL & UPJVNL require bright young professionals in the field of Finance & Accounts, Chemistry, Ministerial and operating cadre. Applications for these openings may be submitted " ON LINE" as well as physically from eligible Indian Nationals to the following Executive, Ministerial & Operating positions (For UPRVUNL & UPJVNL)

**PROJECTED VACANCIES:-**

	LEVEL	Sl. No.	Name of the Post	Post Code	Total Post	No. of Vacancies			
						SC	ST	OBC	GEN
UPRVUNL	EXECUTIVE	1	Chief Chemist	11/11	01	-	-	-	01
	Ministerial	2	Assistant Reviewing Officer	12/11	11	03	-	03	05
		3	Assistant Accountant (Trainee)	15/11	04	-	-	01	03
	Operating	4	Chemist (Grade-II)	13/11	14	02	-	06	06
UPJVNL	Executive	5	Accounts Officer (Trainee)	14/11	02	01	-	-	01
	Ministerial	6	Assistant Accountant (Trainee)	15/11	03	01	-	01	01

1. The number of above vacancies may be increased or decreased as per requirement.

2. **Selection Process:-**

**For Accounts officer(T), Chief Chemist, Assistant Reviewing Officer, Asstt Accountant(T) and Chemist Grade-II:-**

Selection shall be based on the basis of written examination (Objective Type):

(i) Subjects of the written exam for the post of Accounts Officer(T), Chief Chemist, Assistant Accountant(T) and Chemist grade-II shall be as Gen. Hindi & Comprehension, General Awareness & General Knowledge, Reasoning, Logical deduction, English language & Comprehension, Numerical Ability & concerned discipline.

(ii) Subject of the written exam for the post of Assistant Reviewing Officer shall be as Hindi & English Essay, General Knowledge, General English and HR knowledge. The shortlisted candidates in written examination will be called for type test. If the candidate get through in the type test than he shall be called for interview.

The Written exam shall be held at Lucknow and Allahabad. Short listed candidates in written examination shall be called for following steps:-

(i) Group Discussion & Interview [for AO(T) and Chief Chemist] and interview for Asstt. Accountant(T) and Chemist Grade-II shall be held in Lucknow.

(ii) Type test and Interview for the post of ARO shall be held at Lucknow.

**FAILURE OF APPEARANCE OF CANDIDATE AT ANY STEP IN THE ABOVE SELECTION PROCESS SHALL AUTOMATICALLY LEAD TO CANCELLATION OF HIS CANDIDATURE.**

3. Written test for posts at sl. no. 1,2,3,4,5 & 6 will be held simultaneously on the same date and at the same time. Candidates thus shall be able to appear in the written test for only one of the above posts. Candidates shall have to provide their First & Second preference for UPRVUNL/UPJVNL for the post of Asstt. Accountant(T) specifically while submitting their application. The allotment of Nigam for the post of Asstt. Accountant(T) shall be done based on their preference, subject to merit of the candidate. In case the first preference of a candidate can not be accommodated in order of merit, the other alternative for that post shall automatically be offered.

4. **COMPENSATION PACKAGE:-** UPRVUNL and UPJVNL offer one of the best packages amongst all the state. Selected candidates will be placed in the pay scales as below:-

Department	Post	Pay scale	Grade Pay
UPRVUNL	Chief Chemist	15600-39100	5400
	Assistant Reviewing Officer	9300-34800	4200
	Chemist (Grade-II)	9300-34800	4200
	Assistant Accountant (Trainee)	5200-20200	3000
UPJVNL	Accounts Officer (Trainee)	15600-39100	5400
	Assistant Accountant (Trainee)	5200-20200	3000

Besides the above, State Government DA, Other allowances and benefits e.g. various Leaves, LTC, Medical Treatment, CPF/ EPF, Gratuity, Housing facility at Projects and various incentives etc shall also be admissible as per company rules.

**5. PLACEMENT:-**

The selected candidates shall undergo for minimum one year training at various places. They shall be allocated a location within the Nigam after successful completion of training. The job however is transferable and successful Candidates, during their service tenure, can be placed in any of the functions at any project/ station/ corporate office of the Nigam or at positions in the joint venture & subsidiary companies of UPRVUNL/ UPJVNL.

**6. AGE LIMIT:-**

**For Executive Position:**

(i) For Accounts Officer: Minimum 21 yrs & Maximum 35 yrs as on 01-07-2011.

(ii) For Chief Chemist: Minimum 25 yrs & Maximum 40 yrs as on 01-07-2011.

**(iii) For Ministerial Positions:**

(a) For Assistant Review Officer:-Minimum 21 yrs & Maximum 35 yrs as on 01-07-2011.

(b) For Assistant Accountant:-Minimum 20 yrs & Maximum 35 yrs as on 01-07-2011.

(iv) **For Operating positions (Chemist Grade-II):** Minimum 21 yrs & maximum 35 yrs. as on 01-07-2011.

**Relaxation:-**

(a) 05 years in upper age limit to the SC/ ST & OBC (Non-creamy layer) who are Original inhabitant (Domicile) of Uttar Pradesh. Candidates of these categories but not resident of Uttar Pradesh should apply as General Category for all purposes.

(b) Period of apprenticeship training or 01 year (whichever is less) in upper age limit to the candidates who have undergone apprenticeship training under apprenticeship act. 1961

**7. RESERVATION:-**

SC/ ST & OBC (Non- Creamy Layer) candidates who are original inhabitants (Domicile) of Uttar Pradesh shall be considered for reservation under these categories as per state government rule.

**8. QUALIFICATION:-** For all the posts advertised through this advt., thorough Knowledge of Hindi in Devnagari Script is essential. If the candidate has not passed High School or equivalent examination in Hindi, he/she has to clear an exam conducted by the Registrar, Departmental Examination Govt. of UP within 3 years of joining.

**(i) For Chief Chemist:-**

**(Post Code: 11/11)**

**(a)** M.Sc. Degree in chemistry in at least IInd Division or B.Sc. Degree in Ist Division from a university/ Institution established by/ recognized by Central/ State Govt./ Legislature.

**(b)** At least 05 years Experience in Chemical analysis and testing of water, coal and oil in a large Thermal Power Station.

**(ii) For Assistant Reviewing Officer:-**

**(Post Code: 12/11)**

**(a)** Master of Business Administration/Management Degree in 'Human Resources' or equivalent degree/diploma/certificate from a Institute recognized by the State Government, AICTE,UGC, UP Technical University or any other University established by law in India.

**(b)** Qualifying Typing speed in English (on computer)-25 wpm, Typing in Hindi (on computer)-20 wpm.

**(c)** Good Experience of working on computers.

**(d)** Preference shall be given to those having experience in HR of any Govt. institution.

**(iii) For Chemist grade-II :-**

**(Post Code: 13/11)**

M.Sc. Degree in at least IInd division with chemistry from a university established by law in U.P. or from any other University recognized for this purpose by the State/Central Government.

**(iv) For Account Officer ( Trainee):-**

**(Post Code: 14/11)**

**(a)** M.Com. Degree with 58% marks( 53% for SC/ ST) or B.Com Degree with 60% marks (55% for SC/ ST) from a University established by law in U.P. or any other University recognized by the Government of Uttar Pradesh or from a University in India incorporated by any act of the Central/State legislature or by UGC or by AICTE.

(b) Cost Accountant or Chartered Accountant or other qualification equivalent thereto by the Board or the State Government duly qualified to practice as such.

**OR**

Master of Business Administration or equivalent in Finance/Accounts from any University recognized by the Government of Uttar Pradesh or by "All India Council for Technical Education". Government of India" OR by UGC Or by U.P. Technical University having a minimum of 60% (55% for SC/ ST) aggregate and having an Experience of working on the Finance/ Accounts/ Audit branch of a private/public sector undertaking with an annual turn over of at least Rs.20 crore, preferably a public utility undertaking.

(c) In addition to above candidates must have the knowledge to work on computerized system/ software related to accounts.

**DESIRABLE (For CA):-** Experience of working on the Finance/Accounts/Audit branch of a private public sector undertaking with an annual turn over of at least Rs. 20 crore, preferably a public utility undertaking.

**(v) For Assistant Accountant (Trainee) :-**  
**(Post Code 15/11)**

**(a)(i)** B.Com. Degree from a university by law in U.P. or any other university recognized by the Govt. of Uttar Pradesh or from a University in India incorporated by any act of the Central/ State legislature or by UGC or by AICTE.

**(ii)** 'O' Level foundation course under the scheme of Department of Electronics Accreditation of computer course (DOEACC) conducted by Department of Electronics or equivalent 01 year Diploma certificate from any reputed/ recognized institute, Knowledge of accounts computerization system/ software.

**(b) Preference:-** Experience in large Public undertaking/ Industry or Govt. undertaking specially Energy, Telecommunication and Finance/ Accounts/ Audit in Public Service.

9. **CHARACTER:** - Candidate should bear good moral character. At the time of interview, he/ she shall have to produce character certificate from last institution attended and also from two different Gazetted Officers who are not his/ her relative.
10. **MARITAL STATUS:** - A male candidate who has more than one wife living or a female candidate who has married a man already having a wife shall not be eligible for appointment to the service.

11. **NO OBJECTION CERTIFICATE** : - The candidates who are working with any State/ Central/ Semi Government organisation shall have to submit "No Objection Certificate" from their present employer at the time of interview, failing which they will not be permitted to appear in the interview.

12. **APPLICATION FEE**: A crossed Demand Draft (VALID FOR MINIMUM NEXT 06 MONTHS) issued from any scheduled bank drawn in favour of "U.P. RAJYA VIDYUT UTPADAN NIGAM LTD." payable at "LUCKNOW" for the amount given below is required to be enclosed with downloaded registered application or with physical application form as "**NON-REFUNDABLE PROCESSING FEE**":-

**(A) For the post of AO(T). & Chief chemist**:-

(i) Rs. 1000/- (For General & OBC candidates)

(ii) Rs. 700/- ( For SC/ ST Candidates)

**(B) For the post of Chemist Grade-II & Assistant Reviewing officer** :-

(i) Rs. 800/- (For General & OBC candidates)

(ii) Rs. 500/- ( For SC/ ST Candidates)

**(C) For the post of Assistant Accountant(T)** :-

(i) Rs. 630/- (For General & OBC candidates)

(ii) Rs. 340/- ( For SC/ ST Candidates)

**Note**:- Candidate must write their Name, Father's name, post applied, post code, on the back of the Demand Draft.

13. **HOW TO APPLY** :- **(A)**. Candidate must have six (06) copies of his recent passport size photographs before applying for any post. **(B)** Candidates can fill the application form "ON LINE" and get the downloaded registered form or he can fill the application form Physically as per the format of Annexure " A". **(C)** While applying ON-LINE or by Physically the demand draft details (valid for minimum next 06 months) and email ID (Valid for at least 12 months) are mandatory fields, without which the application will not be registered. The downloaded registration application form or physically application should be duly filled along with DD will be sent to following Post Bag by ordinary post. Incomplete applications, without photo, signature and DD will be rejected.

**PROCEDURE FOR GETTING DOWNLOADED REGISTERED FORM** :

**STEP 1**: Login to <http://www.epostbag.com/usa1109>

**STEP 2**: Read the advertisement content carefully.

**STEP 3**: Click on the box "Apply ", On line application form shall appear on the screen.

**STEP 4**: Fill up the online application form with your details.

**STEP 5:** Click the box "SAVE". Downloaded registered application form bearing unique control no. shall appear on the screen. Take a print-out.

**STEP 6:** Paste a recent passport size photograph on the downloaded registered application form, put your signature and attach Original "Demand Draft" (with name, father's name and control no. on the reverse side). Keep it in an envelope. No other documents are to be sent at this stage. The envelope should be super scribed with "APPLICATION FOR THE POST OF \_\_\_\_\_ Post Code \_\_\_\_\_ . Send it by ordinary post (No other form of Post shall be acceptable) to :-

**Post Box No. - 4420  
Kalkaji post office,  
New Delhi -110019.**

**Note :-**

- (i) U.P. Rajya Vidyut Utpadan Sewa Ayog shall not be responsible for any postal delay/loss in transit. No request in this regard will be entertained.
- (ii) In case the candidate loses the link before printing the application form, he has to log in afresh as no data will be saved unless the candidate has filled in complete details and clicked "SAVE" button.
- (iii) Candidates should take special care not to staple the demand draft. They should use steel pins for fastening demand draft.
- (iv) Please do not try to save the online form as well as the downloaded registered application form on the system as you can reprint the registered application form till the last date of application registration is open. For reprinting of application form; Log on to <http://www.epostbag.com/usa1109> and click on the box "reprint application form." Fill in Date of Birth, Email ID or Control No. then click on box "Continue" to view and then reprint the Application form.
- (v) **The online registration site would remain open from 08.09.2011 to 07.10.2011.**
- (vi) **LAST DATE FOR RECEIPT OF DOWNLOADED REGISTERED OR PHYSICAL APPLICATION FORM ALONGWITH DD IS 17.10.2011.**
- (vii) Applications which do not meet all criteria given in this advertisement/ incomplete applications will be rejected.

**14. ADMIT CARD :-**

- (i) Candidates will receive "ADMIT CARDS" by speed post/Registered Post on their postal address mentioned in the application form.

- (ii) ADMIT CARDS shall also be available on website for downloading & printing. In case of non-receipt of "ADMIT CARDS" by post, candidate can get it as per procedure given below :-
- (a) Login to <http://www.epostbag.com/usa1109>
  - (b) Click on the "ADMIT CARD"
  - (c) Fill up required details.
  - (d) Click on "PRINT" your admit card shall be download.
  - (e) Take a print-out.
- (iii) Paste a copy of same passport size photograph, as that pasted on Physical application form/ down loaded registered application Form, on this down loaded Admit Card. Carry it to the examination centre mentioned therein on the date and time indicated in the admit card. In case the photograph pasted on the admit card is different, from that pasted on the Physical application form/ downloaded registered Application Form, candidate may not be allowed to appear in the written test. Also keep with you 04 more copies of the same photograph for later use in the selection process. The photograph should be clear and recent, if not so, the candidature could be cancelled and treated as invalid at any future stage, if found in contravention to this provision.
- (iv) In case the candidate loses the link before printing the Admit Card, he has to log in afresh.

**15. INTERVIEW, Group Discussions & Typing Test :-**

For the post of Chief Chemist and Accounts Officer (T), shortlisted candidates in written examination will be called for GD and interview.

For Assistant Reviewing Officer- Shortlisted candidates in written examination will be called for type test. Only those candidates who qualify type test will be called for interview.

For Chemist Grade-II and Assistant Accountant (T) shortlisted candidates in written examination will be called for interview.

The candidates will be intimated for GD, Type test, Interview through their E mail ID as well as through speed post.

At the time of interview candidate shall have to produce the following documents (in original) along with their self attested photocopies for the verification to staff/officers of Nigam/Consultant.

- (a) Caste Certificate (for SC/ST & OBC candidates)
- (b) Income Certificate for proof against belonging to non-creamy layer (for OBC candidates)
- (c) Domicile Certificate (for SC/ST & OBC candidates)
- (d) High School Certificate containing "Date of birth"

(e) Certificate & Mark sheet for Academic/Technical/ Professional qualification as a proof for eligibility.

(f) Authenticated supporting document for ascertaining the 'Annual Turn Over' of the company regarding experience of candidate for the post of AO (T) with MBA (Finance)/CA.

**Note :-**

- (i) If any of the required document mentioned above is found to be missing or unsatisfactory or false candidature of the applicant shall automatically be cancelled at any stage of recruitment, even after appointment. The responsibility of the same shall be entirely of the candidate, Nigam shall not be responsible in any of such cases.
- (ii) All the information regarding uploading of admit card/interview letter on the website will be sent through email. U.P. Rajya Vidyut Utpadan Nigam Ltd. will not be responsible for loss of email/admit cards, sent due to wrong/invalid email ID, loss in transit etc.
- (iii) **CANDIDATES ARE ADVISED TO NOTE DOWN THEIR CONTROL NO. AND KEEP A COPY OF DOWNLOADED REGISTERED or PHYSICAL APPLICATION FORM FOR FUTURE REFERENCE.**
- (iv) Call for interview/ group discussion does not mean surety of final selection against this advertisement.
- (v) In case of rejection of an application due to non-eligibility, short or invalid DD, unavailability of Photograph & signature or incomplete application, the application fee shall be forfeited. No explanation/information for such applications shall be provided by the Nigam.
- (vi) **UPRVUNL have right to cancel the vacancies at any time. No correspondence in this regard shall be entertained.**

**Secretary**

**U.P. Rajya Vidyut Utpadan Sewa Ayog.**



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(An Undertaking of U.P. Government)

## APPLICATION FORM

### Photograph

Paste 3.5 x 4.5 cm size, good quality recent/latest colour photograph, to be self-attested

Post Code :   
(Refer List 1)

Post Name :

Name :

DOB :          
D D M M Y Y Y Y

Gender : Male (M) / Female (F)

Father's Name :

Qualifications Code (Refer List 2) :  Qualifications :   
(Qualifying)

Month & Year of Passing :        
M M Y Y Y Y

Marks :  (format xx.xx%, do not round)

Relevant Experience (In No. Of completed years) :

Preference of company (UPRVUNL or UPJVNL) (Only for Post Code 15/11) : First Preference  Second Preference

Correspondance Address :   
  
  
 Pin Code :

Email ID :

Phone No with std code. :

Category Code (Refer List 3) :  Category

Centre Code/Name (Refer List 4) :  /

Apprenticeship (Yes / No) :  If yes Duration of Apprenticeship (in months) :

DD Details : DD No.       Date       Amount (Rs.)     
D D M M Y Y Y Y

Bank Name :

I hereby declare that I have carefully read the conditions of eligibility mentioned in the advertisement. These conditions are acceptable to me and I Fulfill these conditions. The details mentioned in the application are true and I shall furnish the necessary certificates in proof of the above at the Time of Interview. If any information/details found to be incorrect/false at any stage of the selection or if any fact is found to have been concealed by Me are detected even after the appointment, my services may be terminated.

Date \_\_\_\_\_

Place \_\_\_\_\_ Thumb Impression

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Left Thumb Impression

Right Thumb Impression.

Signature of Candidate \_\_\_\_\_

## LIST

### LIST-1

Post Code	POST NAME
11/11	Chief Chemist
12/11	Assistant Reviewing Officer
13/11	Chemist Grade-II
14/11	Accounts officer
15/11	Assistant Accountant

### LIST-3

Code	Category
GN	General +(OBC, SC, ST of states other than UP)
BC	OBC(Non Creamy Layer) of UP
SC	SC of UP
ST	ST of UP

### LSIT-4

Code	Centre Name
81	Lucknow
82	Allahabad

### LIST- 2

Qualification Code	Post Code	Qualifications
61	11/11	M.Sc degree in Chemistry in atleast 2 <sup>nd</sup> division with atleast 05 years Experience in Chemical analysis and testing of water, coal and oil in a large Thermal Power Station.
62	11/11	B.Sc. degree in Chemistry with 1 <sup>st</sup> division with atleast 05 years Experience in Chemical analysis and testing of water, coal and oil in a large Thermal Power Station.
63	12/11	Master of Business Administration/Management Degree in 'Human Resources'.
64	13/11	M.Sc. degree in Chemistry with atleast 2 <sup>nd</sup> division.
65	14/11	M.Com degree with 58% marks (53% for SC/ ST and [Cost Accountant or Chartered Accountant or MBA (Finance/Accounts) with 60% Marks (55% for SC/ ST) with desired experience]
66	14/11	B.Com degree with 60% marks (55% for SC/ ST) and [Cost Accountant or Chartered Accountant or MBA (Finance/Accounts) with 60% Marks (55% for SC/ ST) with desired experience]
67	15/11	B.Com degree with "O" level foundation course under DOEACC or 1 year diploma certificate from reputed/ recognised institute.