CIN: U40109RJ2000SGC016486

प्रभास्मि शशि सूर्ययोः

JAIPUR VIDYUT VITRAN NIGAM LIMITED
(DEPARTMENT OF PERSONNEL)
REG. OFFICE : VIDYUTBHAWAN, JANPATH, JAIPUR-302005
PH. & FAX NO. – 0141-2747036
website: www.energy.rajasthan.gov.in/jvvnl;
E-mail : cpo@jvvnl.org

No. : JPD/CPO/PO (TE)/F. /D. 1855 Jaipur, Dated 16-08-2018

ORDER

The Board of Directors in its 267th meeting held on 16.08.2018 has approved the following procedure for filling up the post of Helper-II.

1. **Determination of vacancies :**
   The vacancies of Helper-II shall be determined at Company Level by the Chief Personnel Officer/Head of Personnel Wing of the respective Company.

2. **Qualification :**
   The candidate must possess qualification of Secondary from RBSE/CBSE or equivalent thereto.

3. **Age :**
   The age of candidate should be between 18-28 years on the first day of January next following the last date fixed for online submission of application. Provided that the maximum age limit for SC/ST/BC/MBC candidates shall be relaxed by 5 years. For Ex-servicemen, the upper age limit shall be relaxable by equal to the length of military service increased by three years, provided that permissible age after relaxation work out to be more than 50 years, then upper age limit of 50 years will be applicable. Provided further that the candidates who have rendered services in the capacity of daily rated/workcharged /contract basis in the Company, shall be given relaxation in upper age limit to the extent of period of such training/service, subject to maximum of 5 years.

4. **Inviting Applications :**
   Online Applications shall be invited by the Chief Personnel Officer, Jaipur Discom through advertisement in two prominent daily Hindi News Papers of National/Regional level, one Employment News Paper and website of Energy Department, giving 15 days time for filling applications. For this purpose, contract shall be awarded to a reputed recruitment agency having vast experience of conducting recruitments.

5. **Job Specifications:**
   A candidate appointed on the post of Helper-II will be entrusted the unskilled job like digging pits, climbing on poles, loading/unloading of the material, assisting the skilled workman etc.

6. **Selection Procedure :**

i). Offline/Online written competitive examination shall be conducted. There shall be one question paper of maximum 100 marks comprising of 100 questions to adjudge the basic & general knowledge of the candidates.

ii). The syllabus for exam will be of 10^{th} standard comprising elementary maths, General Science, General Hindi and English, Geography and natural resources, Agriculture and economic development, History and culture with specific emphasis on Rajasthan.

iii). The question paper shall consist of "objective type questions" with four options of answers. Each question will carry one mark. All tests/questions except General Hindi & General English will be bilingual. There shall be no negative marking and interview.

iv). The selection of candidates will be based on the merit to be prepared on the basis of marks secured in written examination. In case two or more candidates secure equal marks in the examination, their merit shall be decided as per their date of birth i.e. elder candidate shall be placed above in the merit list.

v). There shall be no minimum pass marks in the written examination.

vi). The candidates will be offered appointment on the basis of merit list with the approval of CMD/MD.

7. **Appointment :**

Initially the selected candidates will be given appointment as Probationer Trainee Helper-II on consolidated wages of Rs. 12600/- per month for a period of two years. On successful completion of PT period they will be allowed regular pay scale of the post of Helper-II in level -2 of Pay Matrix.

8. **Verification of Documents:**

For verification of documents, one or more committee shall be constituted by the CMD/MD and the candidate equivalent to one & half time of vacancies under each category, shall be strictly called in order of merit, to be prepared as per above criteria.

9. **Reservation:**

While preparing final merit list after verification of document, the committee shall follow the direction/ rules of reservation to SC/ST/BC/MBC/TSP/Sahariya/Outstanding Sports Persons/Ex-servicemen category candidates. There shall be no reservation for women and persons with disability (PWD).

10. Reserve List :

The name of candidates not offered appointment shall be kept in a panel which shall be in operation for twelve months from the date of declaration of result.

11. Seniority :

The seniority of Helper-II shall be prepared at the Sub-division level under unskilled category on the basis of marks obtained by the candidates.

By Order,

16/8

(Rakesh Sharma)
Chief Personnel Officer

Copy to the following for information and necessary action:-

1. The CE/ZCE/Addl. CE/Dy. CE ( ), Jaipur Discom,
2. The CCOA/CAO ( ), Jaipur Discom, Jaipur.
3. The Secretary(Admn.), Jaipur Discom, Jaipur.
4. The Addl. SP (Vig.), Jaipur Discom, Jaipur.
5. The Superintending Engineer( ), Jaipur Discom,
6. The Joint/Dy. Director Personnel( ), Jaipur Discom,
7. The Executive Engineer( ), Jaipur Discom,
8. The Sr.Accounts Officer( ), Jaipur Discom,
9. The Company Secretary, Jaipur Discom, Jaipur.
10. The DS/AS ( ), Jaipur Discom,
11. The PS to C.M.D., Jaipur Discom, Jaipur.
12. The Personnel/Accounts Officer( ), Jaipur Discom,
13. The PA to Director (Tech./Fin.), Jaipur Discom, Jaipur.
14. The Public Relation Officer, Jaipur Discom, Jaipur.

16/08/18

(Vikas Bharati)
Personnel Officer (Tech. Estt.)