



M.P. POWER GENERATING COMPANY LIMITED

BLOCK No.9, SHAKTI BHAWAN, VIDYUT NAGAR: RAMPUR: JABALPUR- 482 008

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**RULE BOOK FOR RECRUITMENT OF ACCOUNTS OFFICER (BACKLOG POSTS)
ON REGULAR BASIS**

No .CE(HR&A)/Recruit./AO/2018-19/1524

Jabalpur, Dated. 19/04/2018

Rule Book

M.P. Power Generating Company Limited, a successor power generating company of erstwhile M.P. State Electricity Board (MPSEB), is having its Thermal and Hydel Power Stations located at various places in the State of Madhya Pradesh. The Company intends to induct Accounts Officer, for the existing and upcoming Thermal and Hydel Power Stations of the company.

1. No. of posts:-

The category wise vacancy position is as under:-

Accounts Officer	NO. OF POSTS					Post Identified for Physically Challenged Person With Disability
	UR	SC	ST	OBC	Total	
Total	3	3	6	0	12	One post is reserved for Hearing Impaired
Reserved for Female	1	1	2	0	4	

Note:- The vacancies are tentative and may change at a later date according to the need of the Company .The company reserves the right to fill or not to fill any of the vacancies.

2. RESERVATION:

The reservation of posts meant for SC/ST/OBC (non creamy layer only) / PD (Hearing Impaired Only)/women candidates shall be applicable only for the candidates having Madhya Pradesh domicile. Candidates seeking reservation of SC/ST/OBC (Non Creamy Layer) category shall have to submit self attested copy of caste certificate issued by SDO of GoMP only with M.P Domicile certificate.

The SC/ST/OBC/Women/PD candidates of other state domicile shall be considered against unreserved posts. The horizontal distribution for PD candidate (Hearing impaired only) shall be considered for the posts of Executive Trainee (F&A) as per Gazette Notification No.26 dated 19.01.2015. The women reservation shall be 33% (Thirty Three Percent) and the said reservation shall be horizontal & compartment wise as per Madhya Pradesh Government Gazette Notification No.454 Bhopal dated 17.11.15.

3. MINIMUM EDUCATIONAL QUALIFICATION:

POST	Minimum %	QUALIFICATION
Accounts Officer	Pass	Chartered Accountant (CA) from ICAI or Cost and Management Accounting (CMA)/ICWA from ICAI.
	50%	In case of ST candidates having M.P Domicile MBA (Finance) or PGDBM (Finance) Fulltime Regular Course from university recognized by UGC.

ST Candidates applying for the post of Executive Trainee (F&A) having Post graduate Degrees / Diplomas (Diploma courses as applicable for IIMs), equivalent to MBA (Finance) shall have to produce certificate from the respective universities indicating that their said degrees / diplomas are equivalent to degree of MBA (Finance), at the time of interview. Further, candidates having Post Graduate degrees in Commerce are not eligible to apply.

There is no minimum % marks for candidates belonging to Project affected families as rehabilitated consequent to land acquisition in Shri Singaji TPP Khandwa. However they must have passed the required Degree / Diploma / Course.

4. AGE LIMIT:

POST	AGE LIMIT (As on last date of online application submission)		
	MIN.	MAX. (For candidates belonging to other States)	MAX. (For candidates having M.P Domicile)
Accounts Officer	21	28	40

The above provision of age limit is applicable vide GAD, GoMP, circular no. C 3-8/2016/3-One dated 12.05.2017

b) AGE RELAXATION:

Candidates belonging to SC/ST/OBC (Non creamy layer only) / PD categories and Widow / Divorcee lady candidates / Ex Servicemen and Candidates belonging to the project affected families as rehabilitated consequent to land acquisition in Shri Singaji Thermal Power Project Khandwa shall get relaxation in upper age limit to an extent of five (5) Years. However, in any circumstances total relaxation in age shall be limited to a maximum of five (5) years only. The above age relaxation shall be applicable only for the candidates having MP domicile. **No age limit is applicable for departmental candidates.**

5. TRAINING AND STIPEND FOR TRAINEES:

POST	Training duration	Stipend(Rs.)
Accounts Officer	03 Months	15600/-

6. PAY SCALE AND OTHER ALLOWANCES:

POST	Appointing Cadre on completion of specified Training	Pay scale		
		Pay Scale (Rs.)	Entry Basic Pay (Rs.)	Level (As per GoMP pay matrix)
Executive Trainee (F&A)	Accounts Officer	56100-177500	56100/-	L-12

DA, other allowances and benefits shall also be applicable as per Company rules. The appointed Officers will be eligible for the New Pension Scheme (NPS) as per Company rules.

7. SERVICE AGREEMENT CUM SURETY BOND:

The Executive Trainees shall have to execute a Service Agreement cum Surety Bond to successfully complete the prescribed training and thereafter to serve the Company at least for a period of five years, failing which a sum of Rs.2,00,000/- (Rs. Two Lakh only) towards the cost of training and other overhead expenses in terms of the Bond, on account of breach of agreement shall be paid to the MPPGCL.

8. GENERAL CONDITIONS:

- (i) Only Indian Nationals need to apply.
- (ii) **Number of posts is subject to change as per Requirement of MPPGCL.**
- (iii) Candidates working in the Government / Semi-Government / Public Sector, satisfying the eligibility criteria of education and age shall have to produce N.O.C. from their present employer at the time of interview, failing which they shall not be permitted to appear for the interview.
- (iv) Working employees of MPPGCL may also apply as per eligibility criteria as departmental candidates.
- (v) SC, ST, OBC (non creamy layer only), PD candidates, women candidates seeking reservation should submit a self attested copy of the caste certificate / Disability certificate / MP domicile certificate as per existing rules of Govt. of M.P., in the prescribed format, at the time of interview. The onus of responsibility of submitting the correct, true and proper self attested certificates/documents shall rest with the candidate.
- (vi) The Candidate must possess sound health. The PD candidates will be considered only against the posts reserved for them.
- (vii) The minimum degree of disability for PD candidates to be eligible would be 40%.

- (viii) The candidates must produce original documents / certificates at the time of interview in support of their qualification for verification.
- (ix) MPPGCL reserves the right to either cancel partial or whole recruitment processes/application in respect of the said cadre all or any cadre in any stage at any time without assigning any reason thereof. No liability in this regard shall be borne by MPPGCL.
- (x) In case of any dispute, the decision of the MPPGCL shall be binding and final for all practical purposes.
- (xi) The jurisdiction of Jabalpur Court only shall be applicable for all matters.
- (xii) Only SC/ ST/PD/OBC(Non Creamy Layer) candidates shall be reimbursed II class sleeper Rail / Bus fare (for one side) by the shortest route for appearing in the written test and personal interview (as per rule) limited to the distance of the test centre from the address for communication mentioned in their applications or from where they have actually performed the journey, whichever is minimum, on submission of original ticket and on production of self attested copy of caste certificate issued by SDO of GoMP only with M.P Domicile certificate/ Disability Certificate issued by district medical board of MP.
- (xiii) Candidates having a third child born on or after 26.01.2001, are not eligible to apply.
- (xiv) The Company reserves the right to verify documents submitted by the applicant if any of the information given by the applicant is found incorrect, his/her candidature will be cancelled at any stage of selection/appointment & thereafter.
- (xv) Candidates who have already appeared in the final semester/year of examination, but their result is awaited, may also apply. However their candidature will be subjected to the condition that they obtain requisite percentage aggregate marks in the final declaration of result. They shall be considered for appointment only if they submit the final mark sheet/Certificate at the time of document verification, if declared successful in the written test. Candidates having higher/additional Qualifications can also apply provided they fulfill basic/essential qualification for the post, however no additional benefits/advantage shall be entertained.
- (xvi) Preference shall be given to the eligible candidates belonging to the rehabilitated families on account of land acquisition for SSTPP, Khandwa under R&R policy.
- (xvii) Candidate must read the advertisement/Rulebook thoroughly before applying for the post.

9. SELECTION PROCESS:

Eligible candidates shall have to undergo an Online Written exam comprising of 100 questions out of which approx. 70 % questions in relevant subject & 30% questions in General aptitude, which shall be conducted in Jabalpur. However, on the basis of number of applications received, MPPGCL may increase/decrease the number of cities for online

examination. There will be no negative marking in online written examination for the post of Executive Trainee (F&A).

(A) Weightage of Online Exam & Interview:-

S.No.	Selection Process	Weightage	Maximum Marks
1.	Written Test	80%	300
2.	Interview	20%	75

(B) Criteria for qualifying in Online written exam for interview:-

The candidates belonging to Unreserved and OBC category shall have to obtain minimum 50% marks and candidates belonging to SC/ST/PD category shall have to obtain minimum 40% marks in online written exam for getting qualified for interview. The merit list of the candidates appearing in the Online written exam will be prepared category wise in the order of total marks obtained by them and candidates equal to three times the total number of advertised posts under various categories among the qualified candidates will be called for Personal interview at Jabalpur.

(C) Criteria for qualifying in Online exam and interview jointly for final selection:-

The final merit list of the candidates appearing in the Online written exam and interview will also be prepared category wise in the order of total marks obtained by them in Online written exam and interview jointly.

The candidates belonging to Unreserved and OBC category shall have to obtain minimum 50% marks and candidates belonging to SC/ST/PD category shall have to obtain minimum 40% marks in Online written exam & interview jointly for getting qualified for selection to the post.

While preparing merit list, in case two or more candidates obtain same marks, the candidates' date of birth shall be considered and the one senior in age shall be considered above the one who is younger in age. MPPGCL shall operate the panel for selection upto the qualifying marks, only, as per the advertised posts or as per the requirement, at the time of operating the panel. The selection panel shall be operative upto 31st March 2019. While preparing merit lists / qualifying lists, reserved category candidates who will be qualifying on the same standards as applicable to General category candidates and who will be appearing in the merit list of Unreserved category will be adjusted against Unreserved point of the reservation roster.

The exact date of the test / interview shall be communicated to the candidates through admit card, to be downloaded from M.P. online (www.mponline.gov.in) website only.

10. TENTATIVE SCHEDULE:-

S.No.	ACTIVITY	Date
1	Commencement of registration of candidates applications	23.04.2018
2	Last date for online registration of applications by the candidates	22.05.2018
3	Uploading of Mock test Question Book	30.05.2018
4	Commencement of issuance of Admit Card	30.05.2018
5	Written Test at Various centers in M.P. (Sunday)	June'2018
6	Objection on Question Paper/Answer Key	Within 7 days from the date of Examination

The above dates may change as per requirement of MPPGCL. Also, the date of written test, as mentioned above, is subject to change due to unforeseen cases or reasons beyond the control of MPPGCL.

11. HOW TO APPLY: -

Applications shall be received through M.P. online (www.mponline.gov.in) only. Link to the website of MP Online will also be provided on www.mppgcl.mp.gov.in.

12. APPLICATION FEE & OTHER CHARGES

Non refundable Application fee (exclusive of portal charges) for Unreserved/OBC candidates shall be Rs.1000/- and for SC/ST/PD candidates, it shall be Rs.600/- only.

Keep visiting our website (i.e.) www.mppgcl.mp.gov.in.

13. IMPORTANT:-

It is in the interest of candidates to visit official website of MP Online / MPPGCL recurrently and note the updates / notices related to the recruitment process. The MPPGCL / MP Online do not owe any responsibility in this regard, if candidate fails to note latest updates, and no claim shall be entertained. The MPPGCL / MP Online do not owe any responsibility in this regard, if candidate fails to note latest updates, and no claim shall be entertained. Further, the candidates should fill the correct form in every respect and nothing should be concealed or withheld by them. If any information furnished is found false at any time, their candidature/ appointment will be cancelled without any notice and legal action will be taken accordingly.

Sd/-
(A.K. Nema)
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