



M.P. POWER GENERATING COMPANY LIMITED

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RULE BOOK FOR RECRUITMENT OF ACCOUNTS OFFICER (BACKLOG) AND JUNIOR ENGINEER (PLANT) ON REGULAR BASIS IN MPPGCL- 2018-19

No .CE(HR&A)/Recruit./ AO&JE/ 2018-19 /292

Jabalpur, Dated. 19 /01/2019

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 Officers, and Junior Engineers (Plant) for it's existing and upcoming Thermal and Hydel Power Stations of the company.

1. (a) Total No. of posts:-

The category wise vacancy position is as under:-

Post	No. of Posts				
	UR	SC	ST	OBC	Total
Accounts Officer(Backlog)	01	04	04	00	09
JE(Plant)	28	08	11	08	55

The branch wise bifurcation for JE (Plant) post is as follows ;

Discipline	No. of Posts				
	UR	SC	ST	OBC	Total
Mechanical	17	05	07	04	33
Electrical	05	02	02	02	11
Electronics	06	01	02	02	11

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.

(b) Posts reserved for Female:-

Posts	No. of Posts				
	UR	SC	ST	OBC	Total
Accounts Officer	00	01	01	00	02
JE(Mechanical)	06	02	02	01	11
JE(Electrical)	02	01	00	01	04
JE(Electronics)	02	00	01	00	03

(b) Posts reserved for physically disabled candidates:-

Post	Hearing Impaired
Accounts Officer	01
JE(Plant)	03

2. RESERVATION:

- The reservation for posts meant for SC/ST/OBC (Non Creamy Layer only)/PD/Women candidates shall be applicable only for the candidates having Madhya Pradesh domicile.
- The provisions of reservation as per Madhya Pradesh Lok Sewa (Anusuchit jatiyon, Anusuchit Janjatiyon aur anya pichhra varg ke liye aarakshan) Adhiniyam 1994 and the rules made there under shall be complied with.
- The reservation for position shall be applicable only for the candidates having caste certificate issued by SDO (R) of Madhya Pradesh State.
- The candidates of OBC (Non Creamy Layer) category will have to submit income certificate of last three years income of their parents/guardian issued by competent authority.
- The horizontal distribution for PD candidates (Hearing Impaired only) shall be considered for the posts of Accounts Officer and JE (Plant) 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.-
- In accordance to GoMP Gazette Notification No. 299 dated 31.05.2018, If an applicant belonging to Sahariya/Saharia primitive tribe of districts Sheopur, Morena, Datia, Gwalior, Bhind, Shivpuri, Guna and Ashoknagar; Baiga primitive tribe of districts Mandla, Dindori, Shahdol, Umaria, Balaghat and Anuppur and Bhariya

primitive tribe of Chhindwara and Seoni districts applies for Class III post (i.e. JE (Plant) and if he possesses the minimum requisite qualification for the post of JE (Plant), he will get appointment without following selection procedure. Applicant has to submit print out of online submitted application form along with supporting documents at O/o Chief Engineer (HR&A), MPPGCL, Block no 9, Shakti Bhawan, Rampur, Jabalpur within 10 days from the last date for online registration of applications.

- h) As per GoMP, GAD, circular no. F 7-47/2016/आ.प्र./एक Bhopal, dated 01.01.2018, the candidates of Dheever, Kahar, Bhoi, Kevat, Mallah, Nishad caste having caste certificate on the basis of "Manjhi Tribe" will not be given reservation under scheduled tribe category w.e.f. 11.11.2005.

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.

3. MINIMUM EDUCATIONAL QUALIFICATION:

POST	QUALIFICATION
Accounts Officer	(a)Candidates must have passed Chartered Accountant (CA) from ICAI or Cost and Management Accounting (CMA)/ICWA from ICAI OR (b)MBA (Finance)/PGDBM (Finance) fulltime Regular Course from university recognized by UGC with at least 60% marks for UR & OBC candidates and 50% marks for SC & ST candidates.
JE(Plant)	Candidates must have passed full time Diploma in Mechanical Engineering / Electrical Engineering / Electronics / Instrumentation/ Electronics & Telecommunication / Electrical & Electronics from a recognized University or Institute .

There is no minimum percentage of marks for candidates belonging to Project affected families as rehabilitated consequent to land acquisition for MPPGCL. However they must possess the required Essential Qualification.

Candidates having higher/ additional qualification in relevant field can also apply and the candidate selected will have to perform the role and responsibilities of JE(Plant), No claim for appointment in higher post on the ground of higher qualification /experience will be entertained.

4. Age limit:-**(a) Age criteria for Accounts Officer :-**

S.No	Candidate type	Age limit for applicants having Domicile of M.P. State (As on 01.01.2019)	Age limit for applicants of other State (As on 01.01.2019)
1.	Minimum Age(Any applicant)	21 Years	21 Years
2.	Maximum Age (Male applicants-unreserved category)	40 Years	28 Years
3.	Maximum Age (Female applicants-unreserved category)	45 Years	28 Years
4.	Maximum Age (applicants working in Govt./Corporation/Board/Autonomous Institute employees and Home Guards)	45 Years	28 Years
5.	Maximum Age(Reserved category-SC/ST/OBC /PD)	45 Years	28 Years

(b) Age criteria for JE(Plant):-

S.No	Candidate type	Age limit for applicants having Domicile of M.P. State (As on 01.01.2019)	Age limit for applicants of States other than M.P. State (As on 01.01.2019)
1.	Minimum Age(Any applicant)	18 Years	18 Years
2.	Maximum Age (Male applicants- unreserved category)	40 Years	25 years
3.	Maximum Age Female Applicants-Unreserved Category	45 Years	25 years
4.	Maximum Age (applicants working in Govt./Corporation/Board/Autonomous Institute employees and Home Guards)	45 Years	25 Years
5.	Maximum Age(Reserved category-SC/ST/OBC /PD)	45 Years	25 years

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

5. AGE RELAXATION:

Candidates belonging to SC/ST/OBC/ Ex-servicemen/Physically disabled candidates/Female candidates and Candidates belonging to the project affected families as rehabilitated consequent to land acquisition in MPPGCL shall get relaxation in upper age limit to an extent of five (5) Years (i.e. maximum up to 45 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.**

6. PAY SCALE AND OTHER ALLOWANCES:

POST	Pay scale		
	Pay Scale (Rs.)	Entry Basic Pay (Rs.)	Level (As per GoMP pay matrix)
Accounts Officer	56100-177500	56100/-	L-12
JE(Plant)	32800-103600	32800/-	L-8

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

The above provision regarding pay scale is applicable vide GoMP, letter no. 2966/2018/Thirteen dated 05.04.2018.

7. TRAINING PERIOD:-

S.N.	Post during training period	Appointing cadre after completion of specified training period	Training Period
1.	Executive Trainee(F&A)	Accounts Officer	03 months
2.	JE Trainee (Plant)	Junior Engineer(Plant)	1 year

8. SERVICE AGREEMENT CUM SURETY BOND:-

The appointed officers/employees shall have to execute a Service Agreement-cum-Surety Bond to serve MPPGCL for specific period failing which a particular amount ,in terms of the Bond shall be paid to the MPPGCL as mentioned in the table:-

S.N.	Post	Bond Period(excluding training period)	Bond Amount
1.	Accounts Officer	5 years	Rs. 2,00,000/-
2.	JE(Plant)	5 years	Rs. 1,00,000/-

Note:- In case of breach of contract (service agreement), training expenses shall be separately borne by candidates along with bond amount.

9. 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 NOC (No Objection Certificate) from their present employer at the time of document verification, failing which they will not be considered for further process.
- (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 (hearing impaired only), 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 document verification. The 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 documents verification in support of their qualification.
- (ix) MPPGCL reserves the right to cancel either partial or whole recruitment process /application in respect of the said cadres 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 Hon'ble High Court, Jabalpur only shall be applicable in 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 examination (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 / Disability Certificate issued by district medical board of MP along with M.P Domicile certificate.
- (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 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 whichever is applicable. Candidates having higher/ additional Qualifications can also apply, 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 MPPGCL under R&R policy.
- (xvii) Before applying for the post, candidate should check carefully that (s)he fulfills all the conditions & qualifications for the post. Getting a call letter for Written Examination will not necessarily mean (s)he is eligible for the post.
- (xviii) Candidate must read the advertisement/Rulebook thoroughly before applying for the post.

10. SELECTION PROCESS:

- (a) **Accounts Officer:-**Eligible candidates shall have to undergo an online written examination comprising of 100 questions (70% questions in relevant subject and 30% questions in general aptitude). There will be no negative marking in online examination for the post of accounts officer. The merit list of candidates will be prepared category wise in the order of total marks obtained by them and as per requirement of the company. Candidates under various categories among the qualified candidates will be called for document verification at Jabalpur headquarters.

Weightage of experience (For the post of Accounts Officer) :-

The applicants who have experience of working in capacity of accounts officer in MPPGCL, would be eligible to get 20% weightage for 60 months (i.e.5 years) of service on pro-rata basis.

- (b) **JE(Plant):-** Eligible candidates shall have to undergo an online written examination comprising of 100 questions (70% questions in relevant subject and 30% questions in general aptitude). The merit

list of candidates will be prepared category wise in the order of total marks obtained by them. As per requirement candidates will be called for document verification at Jabalpur Head Quarter.

While preparing merit list, in case two or more candidates obtain same marks in written examination, candidate's date of birth shall be considered and the one older in age shall be considered above the one who is younger in age. In case of same date of birth, preference will be given to candidates securing higher marks in the minimum required qualification for the post applied by the candidate. In a situation when both the above conditions are similar for more than one applicant, then preference will be given to candidates securing higher marks in the class 10th examination.

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.

Criteria for qualifying in online written exam:-

The candidates belonging to unreserved and OBC category shall have to obtain minimum 40% marks and candidates belonging to SC/ST/PD Category & candidates belonging to the rehabilitated families on account of land acquisition for MPPGCL under R&R policy shall have to obtain minimum 30% marks in online written exam for getting qualified for document verification. 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.

11. TENTATIVE SCHEDULE:-

S.No.	ACTIVITY	Date
1.	Commencement of registration of candidates' applications	29.01.2019
2.	Last date for online registration of applications by the candidates	28.02.2019

The exact date for the written examination / document verification shall be communicated to the candidates separately through notice/ instructions on website of MPPGCL (www.mppgcl.mp.gov.in). Candidates can download the admit cards for written examination, from M.P. online (www.mponline.gov.in) website/MPPGCL Website (www.mppgcl.mp.gov.in).

The above dates may change as per requirement of MPPGCL.

12. HOW TO APPLY: -

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

13. APPLICATION FEE & OTHER CHARGES

Non refundable Application fees (exclusive of portal charges) for Unreserved / OBC candidates shall be Rs.1000/-(Rupees One Thousand only) and for SC/ST/PD candidates, it shall be Rs.800/-(Rupees Eight Hundred only).

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

14. 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. Further, the candidates should fill the form correctly 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 prior notice and legal action will be taken accordingly.



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