



(A Government of India Enterprise)  
D-3, 1<sup>st</sup> Floor, A – Wing (Prius Platinum Building), District Centre, Saket, New Delhi – 110017  
CIN No. U40106DL2011NPL225263

### **NOTIFICATION NO. 02/2019**

#### **RECRUITMENT FOR EXPERIENCED PERSONNEL ON FIXED TENURE CONTRACT BASIS**

Solar Energy Corporation of India Ltd. (SECI) is a Schedule 'A' CPSU under the administrative control of the Ministry of New and Renewable Energy (MNRE). SECI facilitates implementation of various Government of India Schemes in Solar and Renewable Energy sector. SECI invites applications from experienced professionals for setting up of 160 MW Solar- Wind -BESS hybrid Project at Ramagiri, Anantpur District, Andhra Pradesh as per the Location given against the respective posts.

SECI is looking for experience Engineers, Supervisors & Officers to be engaged on Fixed Tenure Contract Basis for a period of 02 years may be extended maximum up to 01 year. Desirous candidates who have the zest and ability to handle associated challenges of working in the Solar- Wind Hybrid Projects may apply for the following posts:

| <b>SI No.</b> | <b>Post</b>             | <b>No of vacancies</b>     | <b>Location</b>  |
|---------------|-------------------------|----------------------------|--|
| 1.            | Engineer (Civil)        | 03 (01 -UR, 01-SC, 01-OBC) | 02 (Project Site at Ramagiri) & 01 (Corporate Office, New Delhi)                 |
| 2.            | Engineer (Electrical)   | 03 (02 -UR, 01-OBC)        | 01 (Project Site at Ramagiri) & 02 (Corporate Office, New Delhi)                 |
| 3.            | Engineer (Wind Power)   | 01 (UR)                    | Project Site at Ramagiri   |
| 4.            | Engineer (Solar Power)  | 01 (UR)                    | Project Site at Ramagiri   |
| 5.            | Engineer (O&M)          | 01 (UR)                    | Initially for Corporate Office, New Delhi and later on be posted at Project Site |
| 6.            | Officer (Safety & EHS)  | 01 (UR)                    | Project Site at Ramagiri   |
| 7.            | Administration Officer  | 01(UR)                     | Project Site at Ramagiri   |
| 8.            | Accounts Officer        | 02 (UR)                    | 01 (Project Site at Ramagiri) & 01 (Corporate Office, New Delhi)                 |
| 9.            | Supervisor (Civil)      | 04 (03-UR, 01-OBC)         | Project Site at Ramagiri   |
| 10.           | Supervisor (Electrical) | 03 (02-UR, 01-SC)          | Project Site at Ramagiri   |
| 11.           | Accounts Assistant      | 01(UR)                     | Project Site at Ramagiri   |

## JOB SPECIFICATION FOR EACH POST

| <b>Post</b>                             | <b>Engineer (Civil)</b>   |
|---|---|
| Essential Qualification                 | Full-Time Bachelor's Degree in Engineering/Technology in Civil Engg. OR 5 Year Integrated Master's degree OR Dual Degree Programme in Engineering or Technology in Civil Engineering from recognized Indian University/Institute with minimum 60% marks equivalent CGPA in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.   |
| Essential Post Qualification Experience | <p>Minimum of 3 Years' post qualification experience any of the following area:</p> <p>(i) Execution of Civil and structural works in Infrastructure Industries such as Power Plants / Steel / Cement / Refineries / Petro-chemical or any other Large Scale Industrial / Infrastructure Projects.</p> <p>(ii) Experience in Execution of RCC &amp; Steel Construction / Piling and Foundation works for installation of plant / factory / refineries etc.</p> <p>Working knowledge of MS Office / Excel and Windows.</p> |
| Age Limit                               | 35 years  |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Engineer (Electrical)</b>  |
|---|---|
| Essential Qualification                 | Full-Time Bachelor's Degree in Engineering/Technology in Electrical/ Electronics/ telecommunication/ Instrumentation Discipline OR 5 Year Integrated Master's Degree OR Dual Degree Programme in Engineering or Technology in Electrical/ Electronics/ telecommunication/ Instrumentation from recognized Indian University/Institute with minimum 60% marks equivalent CGPA in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.  |
| Essential Post Qualification Experience | <p>Candidate should have minimum 03 years of post-qualification executive experience in design / installation &amp; Commissioning of any of the following:</p> <p>(i) Photovoltaic system<br/>           (ii) Power Plant Control, Monitoring &amp; Associated system<br/>           (iii) Instrumentation &amp; PLC System<br/>           (iv) Power Electronic System (inverters, drivers, rectifiers)<br/>           (v) SCADA system/ HVDC &amp; Reactive power management<br/>           (vi) Switchyard substations works 33 KV and above.</p> <p>Working knowledge of MS Office / Excel and Windows.</p> |
| Age Limit                               | 35 years  |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Engineer (Wind Power)</b>   |
|---|--|
| Essential Qualification                 | Full-Time Bachelor's Degree in Engineering/Technology in Electrical/ Mechanical Discipline OR 5 Year Integrated Master's Degree OR Dual Degree Programme in Engineering or Technology in Electrical/ Mechanical from recognized Indian University/Institute with minimum 60% marks equivalent CGPA in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates. |
| Essential Post Qualification Experience | Candidate should have minimum 03 years of post-qualification executive experience in design/ installation / testing & commissioning/ Operation & Maintenance of Infrastructure projects of which at least 1 year with Wind power projects of 5 MW and above.<br><br>Working knowledge of MS Office / Excel and Windows.  |
| Age Limit                               | 35 years   |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)   |

| <b>Post</b>                             | <b>Engineer (Solar Power)</b>  |
|---|--|
| Essential Qualification                 | Full-Time Bachelor's Degree in Engineering/Technology in Electrical/ Mechanical Discipline OR 5 Year Integrated Master's Degree OR Dual Degree Programme in Engineering or Technology in Electrical/ Mechanical from recognized Indian University/Institute with minimum 60% marks equivalent CGPA in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates. |
| Essential Post Qualification Experience | Candidate should have minimum 03 years of post-qualification executive experience in design / installation / testing & commissioning/ Operation & Maintenance of Infrastructure projects of which at least 1 year with ground mounted Solar power projects of 5 MW & above.<br><br>Working knowledge of MS Office / Excel and Windows.   |
| Age Limit                               | 35 years   |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)   |

| <b>Post</b>                             | <b>Engineer (O&amp;M)</b>   |
|---|---|
| Essential Qualification                 | Full-Time Bachelor's Degree in Engineering/Technology in Electrical Discipline OR 5 Year Integrated Master's Degree OR Dual Degree Programme in Engineering or Technology in Electrical from recognized Indian University/Institute with minimum 60% marks equivalent CGPA in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.  |
| Essential Post Qualification Experience | <p>Candidate should have minimum 03 years of post-qualification executive experience in O&amp;M of solar PV projects of any of the following:</p> <p>(i) Photovoltaic Powerplants<br/> (ii) Power Plant Control, Monitoring &amp; Associated system<br/> (iii) Instrumentation &amp; PLC System<br/> (iv) Power Electronic System (inverters, drivers, rectifiers)</p> <p>Working knowledge of MS Office / Excel and Windows.</p> |
| Age Limit                               | 35 years  |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Officer (Safety &amp; EHS)</b>   |
|---|---|
| Essential Qualification                 | <p>Full-Time Bachelor's Degree in Engineering / Science from recognized Indian University / Institute with minimum 60% marks in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.</p> <p>(WITH)</p> <p>Minimum 1-year full time Diploma in Industrial Safety from DGFASLI approved institutions namely Regional Labour Institute / Central Labour Institute (OR) Post Graduate degree in Industrial Safety from National Institute of Technology (NIT) (OR) Diploma in Industrial Safety and Environmental Management (NITIE-Mumbai)</p> |
| Essential Post Qualification Experience | <p>Minimum of 3 Years' post qualification experience in a construction site.</p> <p>Working knowledge of MS Office / Excel and Windows.</p>   |
| Age Limit                               | 35 years  |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Administration Officer</b>   |
|---|---|
| Essential Qualification                 | Full-time Degree / Diploma in Personnel Management from recognized Technical Board/ Institute with minimum 60% marks in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.  |
| Essential Post Qualification Experience | Candidate should have 03 years of post-qualification experience in Executive position in handling Administration / Personnel matters / labour laws & welfare works of an Organization of repute.<br><br>Working knowledge of MS Office / Excel and Windows. |
| Age Limit                               | 30 years  |
| Remuneration / Fixed Monthly amount     | Rs. 40,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Accounts Officer</b>   |
|---|---|
| Essential Qualification                 | CA (Final)/ CMA(Final) / MBA (Finance) from recognized University / Institute.  |
| Essential Post Qualification Experience | Candidate should have 03 years of post-qualification experience in Executive position in handling Financial matters, experience in funds and finance management covering resource planning, cash flow management, disbursements, treasury management, taxation, accounting and book keeping etc.<br><br>Working knowledge of MS Office and Windows. |
| Age Limit                               | 35 years  |
| Remuneration / Fixed Monthly amount     | Rs. 50,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Supervisor (Civil)</b>   |
|---|---|
| Essential Qualification                 | Full-Time Diploma in Civil Engineering from a recognized Indian University / Institute with minimum 60% marks in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.   |
| Essential Post Qualification Experience | Minimum of 2 Years' post qualification experience in any of the following area:<br><br>(i) Experience in execution of Civil and structural works in Infrastructure Industries such as Power Plants / Steel / Cement / Refineries / Petro-chemical or any other Large Scale Industrial / Infrastructure Projects.<br><br>Working knowledge of MS Office / Excel and Windows. |
| Age Limit                               | 28 years  |
| Remuneration / Fixed Monthly amount     | Rs. 32,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Supervisor (Electrical)</b>  |
|---|---|
| Essential Qualification                 | Full-time Diploma in Electrical Engineering from recognized Technical Board/ Institute with minimum 60% marks in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates.   |
| Essential Post Qualification Experience | Candidate should have worked in supervisory capacity for 02 years handling Electrical works sub-station erection / testing and Commissioning of equipment's/ Operation & Maintenance of Sub-Stations including overhead equipment's & protection system.<br><br>Working knowledge of MS Office / Excel and Windows. |
| Age Limit                               | 28 years  |
| Remuneration / Fixed Monthly amount     | Rs. 32,000 /- (Consolidated)  |

| <b>Post</b>                             | <b>Accounts Assistant</b>  |
|---|--|
| Essential Qualification                 | B.Com from recognized University / Institute with 60% or equivalent CGPA in aggregate for General / OBC and 50% marks in aggregate for SC/ST candidates  |
| Essential Post Qualification Experience | Candidate should have 01 year of post-qualification experience in area of Finance & Accounts, recording daily transactions, book keeping, data base management, cash & bank balances, taxation, payments & receipt, preparing vouchers etc.<br><br>Working knowledge of MS Office and Windows. |
| Age Limit                               | 28 years   |
| Remuneration / Fixed Monthly amount     | Rs. 32,000 /- (Consolidated)   |

### **OTHER TERMS AND CONDITIONS**

**The posts are purely temporary in nature and offered on fixed tenure basis for a maximum period of 03 Years. This post is not against any permanent vacancy. This placement will not entitle the candidate for any regular / permanent employment in SECI in future.**

**Note:** (i) Vacancies reserved for OBC category are meant only for candidates coming under "Non- Creamy Layer".  
(ii) Reservation for Economically Weaker Section candidates shall be done in accordance with Government of India Directives.

#### **A) AGE:**

1. The upper age limit will be considered on the closing date of the advertisement.
2. The upper age limit is relaxable for SC/ST/OBC (NCL)/ Ex-Serviceman/ Persons with Disability (PwDs), Jammu & Kashmir Migrants etc. will be allowed as per the extant Govt. Rules.

#### **B) COMPENSATION:**

In addition to consolidated monthly amount mentioned for respective post, reimbursement for premium paid for Mediclaim Policy up to Rs. 2 Lakh for Self & eligible Family members will also be admissible (The definition of Family will be as per SECI Medical Attendance Rules). Remuneration indicated includes, Employer and Employee Contribution towards PF. Annual Increment of Rs. 3000/ will also be admissible subject to satisfactory performance.

#### **C) SELECTION CRITERIA:**

For consideration, eligible candidates will be invited for Personal Interview in the ratio up to 1:10 to the number of vacancies. In case of receipt of more no. of eligible applications beyond the ratio of 1:10, shortlisting for interview will be done in the ratio 1:10 on the basis of qualifying marks in the minimum relevant qualification of Degree/Diploma in respective discipline, as the case may be.

No correspondence will be entertained for non – calling of candidates for any of the selection process or for non – selection. The decision of SECI in this regard will be final and binding on all

the candidates. Shortlisted candidates will be informed individually. The stages of selection process will be continuously displayed on website: [www.seci.co.in](http://www.seci.co.in) and candidates are advised to visit the website from time to time.

**OTHER CONDITIONS –:**

1. Indian Nationals only need to apply.
2. The Applications to be submitted ONLINE on the website: [www.seci.co.in](http://www.seci.co.in). Applications sent other than the prescribed mode will stand rejected.
3. The candidate will be required to register before applying.
4. A candidate may offer his candidature for more than one position if he / she is fulfilling job specifications and in such a case, candidates has to make separate application for the post.
5. The candidate should upload photograph and signature as per specified size.
6. Application fee of Rs. 500/- for the post mentioned at SI No.1 to 8 and Rs. 200/- for the post mentioned at SI No. 9 to 11.
7. Fees is to be paid through on-line mode only. SC/ST/ PwD/EWS are exempted from payment of fees. Fees once paid will not be refunded.
8. The crucial date for determining cut – off for age, qualification and experience will be as on the closing date of the advertisement.
9. The candidates should have minimum adequate qualification as on closing date. Unless specifically mentioned all qualifications must be full time qualifications from a UGC recognized Indian/ UGC recognized Indian Deemed University / AICTE approved Autonomous Indian Institutions.
10. The applicant Email ID entered in the application form must remain valid for at least next one year. All future correspondence would be sent via E-mail only.
11. The candidates applying should ensure that they fulfil all eligibility conditions. Their admission at all stages is purely provisional. Mere issue of letter for calling for Interview or for any stage of selection process will not imply that candidature has been accepted. Verification of Original Certificates will be done only at the time of Interview. The candidature of a candidate shall be cancelled at any point of time if the candidate is found not meeting the advertised eligibility criteria.
12. The prescribed qualifications / experience constitutes minimum standards and mere possession of the same will not entitle a candidate for being considered for selection process. The Management reserves the right for not filling all or any of the notified posts or cancel recruitment process without assigning any reason. Only shortlisted candidates who are found apparently eligible based on the notified specifications and the candidature given in their application form will be called for selection process, as the case may be.



13. Minimum percentage of marks in the essential qualification as indicated above shall be aggregate of all semesters to be calculated taking average of all semesters / years, irrespective of the weightage to any particular semester / year by the Institute / University.
14. Whenever CGPA / OGPA or Letter Grade in a Degree is awarded, equivalent percentage of marks unless not available should be indicated in the application as per norms adopted by the University / Institute. In case it is not available, decision of SECI shall be treated as final.
15. Whenever a 3-year degree course is awarded with Honours, percentage (%) of marks in the degree should be indicated in the application on the basis of the aggregate/average of the marks scored in all the subjects in all the years /semester as per the norms adopted by the University/ Institute.
16. SC / ST / PwD candidates should possess valid Certificate in the prescribed format as per the Government guidelines. Candidates from OBC – NCL category should possess certificate in the prescribed format and validity as per Government guidelines.
17. Candidate applying under EWS category should provide the Certificate mentioning the 'Income and Asset of the family" from an officer not below the rank of Tehsildar.
18. Candidates employed in Central/ State Government / Public Sector Undertakings/ Autonomous Bodies shall either forward their application through proper channel or produce NoC from their present employer at the time of interview.
19. Candidate will have to produce Relieving Orders from their last employer at the time of joining in case of selection.
20. Management reserves the right to change the place of posting/ location at any time during the period of engagement on contract.
21. Any canvassing directly or indirectly by the applicant shall disqualify his/her candidature.
22. The candidature of the applicant is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or not found in conformity with the eligibility criteria mentioned in the advertisement.
23. Any legal proceedings in respect of any matter of claim or dispute arising out of this advertisement and or an application in response thereto can be instituted only in Delhi and Courts at Delhi only shall have sole and exclusive jurisdiction to try any such cause/dispute.
24. In case any dispute arises on account of interpretation in versions language other than English, English version shall prevail.
25. **ON-LINE REGISTRATION OPENS ON 01.07.2019 (11:00 A.M) AND CLOSED ON 31.07.2019 (5:00 P.M).**
26. **ALL NOTIFICATIONS TO THE CANDIDATES WILL BE DISPLAYED ON THE WEBSITE [www.seci.co.in](http://www.seci.co.in) AND ALL THE APPLICANTS ARE REQUIRED TO VISIT THE WEBSITE FROM TIME TO TIME TO GET THE UPDATES.**

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