



ASSAM POWER DISTRIBUTION COMPANY LIMITED

(A fully customer centric company)

Office: Bijulee Bhawan, Paltanbazar, Guwahati – 781001, Assam.

Website: www.apdcl.org

EMPLOYMENT NOTICE NO. MD/APDCL/HR/RC/44/2019/45

Dated 04/12/2020

Assam Power Distribution Company Limited (APDCL), a Government of Assam Enterprise, is the pioneer in the state electricity distribution domain with presence throughout Assam. The main purpose of forming the Company was to take over, manage and operate the electricity distribution system, assets, liabilities, undertaking of the erstwhile Assam State Electricity Board (ASEB) pursuant to a notified transfer scheme in terms of Part XIII of the Electricity Act, 2003.

The primary purpose of the Company is to undertake distribution, trading and supply of electricity in the state of Assam or outside it in accordance with provisions of Applicable Law and all activities ancillary or appurtenant thereto. It has also the mandate to develop, maintain and operate the power distribution system in the state of Assam. In carrying out the work of supplying power, APDCL reaches every part of the state. The company is serving the people of Assam with a consumer base of more than 61 lakh.

APDCL is on a rapid growth pathway and invites applications from eligible candidates to fill up the following post:

Name of Post	Indicative Vacancies	
	Unreserved	Total
Chief General Manager (Anti-Theft and Security)	01	01

1. EDUCATIONAL QUALIFICATION & EXPERIENCE:

(a) Qualification : Any Graduate from a recognized University.

(b) Experience : Serving /retired IPS officer in the rank of DIG and above. Working experience of not less than 10 (ten) years in Security matters.

2. PAY SCALE:

The Officers selected as Chief General Manager (Anti-Theft and Security) would be entitled to the pay & perquisites etc. in following manner:

(a) In case of Officer in service: Pay band: Rs. 42,000 - 1,16,000/-

Grade pay: Rs. 20,000/-

In addition to other admissible allowances and perquisites.

(b) In case of retired officer : Last drawn salary minus pension.

3. SELECTION PROCESS:

- The candidates meeting the eligibility criteria with regard to age, qualification, experience etc. would be shortlisted for an interview.
- Interview Call Letter for the shortlisted candidates to be notified by email and post.

4. HOW TO APPLY:

- Candidates fulfilling the above criteria may apply by downloading the application form by visiting Career section of official APDCL website www.apdcl.org from **04/12/2020**.
- Completely filled up application should be enclosed with the following supporting documents (self-attested wherever applicable):
 - (a) 2 (two) self-attested Passport size photographs.
 - (b) Class X admit card/ pass certificate/ Birth Certificate as Proof of age.
 - (c) Candidates in service applying for the post of Chief General Manager (Anti-Theft and Security), who are employed in Govt. Departments/Autonomous bodies, should apply through proper channel or may enclose a No Objection Certificate (NOC) along with the filled up application form.
 - (d) Initial appointment letter/ offer of appointment.
 - (e) Experience Certificates.
 - (f) Last Pay slip/ Pay abstract.
 - (g) Demand Draft/ IPO.
- Completely filled up application form along with the supporting documents should reach the: CGM (HRA), Assam Power Distribution Company Limited, 4th Floor, Bijulee Bhawan, Paltanbazar, Guwahati-781001, Assam on or before **21/12/2020**.
- Applications received after due date would be summarily rejected without any intimation.

5. APPLICATION FEES:

Candidates should enclose a Demand Draft/IPO of Rs. 500/- drawn in favour of the Chief General Manager (F&A), APDCL, Guwahati, payable at Guwahati-781001.

6. GENERAL INFORMATION AND INSTRUCTIONS:

- Candidates are advised to go through the detailed advertisement for filling up the prescribed application form.
- No TA or DA will be admissible for the journey in connection with interview examination.
- Only Indian nationals are eligible to apply.
- Candidates should have proficiency in Assamese/Local language of Assam.
- No retired personnel appointed as CGM (Anti-Theft and Security), APDCL shall hold office after he/she attains the age of 65 years.
- Minimum tenure shall be for a period of one year and maximum tenure shall be three years.
- Retired personnel applying to the post, should not be above 64 (sixty four) years as on 30/11/2020.
- Candidature of a candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found to be in conformity with eligibility criteria mentioned in the advertisement.
- During the time of appointment, the person in service, to be appointed as CGM (Anti-Theft and Security), APDCL must produce a copy of the release order from his/her previous job.
- The E-mail ID and Mobile number entered in the application form must remain valid for at least one year from the date of filling the application form. No change in the E-mail ID will be allowed after submission of the application. All future correspondence would be sent via E-mail only.

- Candidates, if shortlisted for the next stage of the selection process are required to bring their original testimonials and certificates at the time of interview. The candidates will also have to produce the following documents (in original) at the time of verification:
 - (a) A copy of the filled up application form along with valid Govt. ID card (PAN/Driver's License/Aadhaar etc.).
 - (b) Class X Admit card/ Pass Certificate/ Birth Certificate or its equivalent issued by Central/State Board indicating date of birth in support of their claim of age.
 - (c) Experience Certificates.
 - (d) Initial appointment letter/ Offer of appointment in original.
 - (e) No Objection Certificate (NOC) from present employer.
- The prescribed qualifications are minimum and mere possession of the same does not entitle the candidates to be called for the Interview. Only short listed candidates will be notified for the Interview.
- Candidates in service applying for the post of Chief General Manager (Anti-Theft and Security) who are employed with Government departments / PSUs / Autonomous Bodies **as on the last date of application submission** should apply through proper channel or submit a **No Objection Certificate (NOC)** at the time of document verification without which they would not be allowed to appear in the Interview.
- Canvassing in any form will result in cancellation of the candidature.

7. OTHER CONDITION:

- The decision of the Selection Board/Committee, in all matters relating to eligibility, acceptance / rejection of the application, verification of testimonials and selection will be final.
- The Company reserves the right to cancel the recruitment for the post without assigning any reason thereof.
- Any legal dispute arising out of the above selection process would be subject to the jurisdiction of the Hon'ble Gauhati High Court.

Sd/- Chief General Manager (HRA)
APDCL, Bijulee Bhawan
Paltanbazar, Guwahati – 781001.