

Last Date for Submitting Online Application  
Form is midnight of 26.10.2016



## TENUGHAT VIDYUT NIGAM LIMITED

(A Govt. of Jharkhand Undertaking)

CIN U40101JH1987SGC013153

Hinoo, Doranda, Ranchi-834002(Jharkhand)

Telephone No- 6900242, 6900252

Letter No. 901/16-17

Date 21.09.16

### Employment Notice No 02/2016

TenughatVidyut Nigam Limited (TVNL), 2x210 MW Thermal power generating company discharging its function under the provision of Electricity Act 2003 in the state of Jharkhand, invites applications for the following posts.

#### 1. Number of Posts, Minimum Qualification for vacant posts:

Post	Requisite qualifications	Vacancy
Lower Division Assistant	Graduate in Science/Commerce/Arts from any Government recognized university.	23 (12 UR, 06 ST, 02 SC, 02 BC-I, 01 BC-II)
Computer Typist - I	Graduate in Science/Commerce/Arts from any Government recognized university with 04 (Four) years experience as Computer Operator in Govt./Semi Govt./Govt. Undertaking/PSUs. Must have certified knowledge and working experience in MS Office. Minimum typing speed of 35 (Thirty Five) words per minute in English and 30 (Thirty) words per minute in Hindi.	14 (07 UR, 04 ST, 01 SC, 01 BC-I, 01 BC-II)
Computer Typist - II	Graduate in Science/Commerce/Arts from any Government recognized university and must have certified knowledge and working experience in MS Office. Minimum typing speed of 35 (Thirty Five) words per minute in English and 30 (Thirty) words per minute in Hindi.	9 (05 UR, 02 ST, 01 SC, 01 BC-I)
Junior Account Clerk	B. Com./B. Sc. With maths/B.A. with maths from any Government recognized university.	3 (02 UR, 01 ST)

#### 2. AGE LIMIT :

- 35 years as on 31.08.2016, i.e., not born earlier than 31.08.1981.
- Maximum of 5 years age relaxation for ST/SC (female and male) candidates, 02 years age relaxation for BC-I/BC-II candidates and 3 years age relaxation for female (UR/BC-I/BC-II) candidates.
- Reservation benefit to Physically Handicapped candidate (More than 40% disability) shall be allowed as per Govt. of Jharkhand directive (Maximum 5 Years age relaxation shall be given to those candidates in addition to other reservations)
- For claiming relaxations in category of land losers/land displaced persons, the Candidates shall have to produce certificate from concerned DC/SDO, to the following effect to avail the benefit:
  - That he/she is a land displaced person due to land acquisition for the use of TVNL.
  - That his/her one acre or more land has been acquired for the construction of power plant or any other infrastructure of TVNL.

- c. That no one from his/her family has benefited in preferential treatment in employment on the basis of displaced person.
- v. The maximum age for Employee working in TVNL in Lower Grade(Regular Cadre)/Through Agency/Direct Contract/Contingent having requisite qualification will be 50 years.

Details of age limit are as follows:

Sl. No	Category	Minimum Age Limit (in years)	Upper Age Limit (in years)	Upper Age Limit for PH Candidate (in years)
1	UR	21	35	40
2	BC-I/BC-II	21	37	42
3	Female (UR/BC-I/BC-II)	21	38	43
4	SC/ST (Male and Female)	21	40	45
5	Employee working in TVNL in Lower Grade/Regular Cadre/Through Agency /Direct Contract/Contract /Contingent having requisite qualification	21	50	50
Note:- For claiming relaxations in category of ST/SC/BC-I/BC-II, the candidate shall have to produce Caste and Residential certificate issued by DC/SDO.				
Upper age limit shall be calculated as per cut-off date i.e. 31.08.2016				

UR: - Un-Reserved, ST- Schedule Tribes, SC- Schedule Caste, BC-I/II- Backward Class- I/II.

### 3. RESERVATION:

- Reservation will be given in terms of reservation rules and policies as applicable in Government of Jharkhand.
- The candidate who claims for reservation benefit will have to submit a photocopy of caste certificate issued by the competent authority(DC/SDO) of his/her home district in the prescribed Performa of Govt. Of Jharkhand. The candidates belonging to BC-I & BC-II category are required to submit caste certificate/creamy layer certificate issued not before than a year before by the competent authority(DC/SDO).
- If candidate does not produce valid certificate of caste/creamy layer, Land loser/land displaced etc.(as the case may be) in original at the time of skill test his/her claim for such reservation benefit will be forfeited and his/her candidature will be considered under unreserved(UR) category.

### 4. PAY SCALE:

- Lower Division Assistant: Pay Band Rs.5200-20200/-, Grade Pay: Rs.3300/-.
- Computer Typist - I: Pay Band Rs.5200-20200/-, Grade Pay: Rs.3300/-
- Computer Typist - II: Pay Band Rs. 5200-20200/-, Grade Pay: Rs.3000/-
- Junior Account Clerk: Pay Band Rs.5200-20200/-, Grade Pay: Rs.3000/.

*[Handwritten signature]*

**5. APPLICATION FEE:**

Rs. 500/- (Rupees Five Hundred only) plus Online Bank Transaction charges as applicable for UR, BC-I and BC-II Category Candidates. Rs. 250/- (Rupees Two Hundred and Fifty only) plus Online Bank Transaction charges as applicable, for SC and ST Category Candidates of Jharkhand State. Application fee once paid will be non-refundable.

**6. PREFERENCE:**

Preference shall be given to the candidates, who are working in Govt./Semi Govt./Govt. Undertaking/PSUs either on permanent role or on contractual basis.

**7. MODE OF SELECTION:**

- i. The mode of selection will be written test followed by skill test of relevant post.
- ii. Written Test will comprise of objective type multiple choice questions. Merit list will be prepared on the basis of written test and Skill Test.
- iii. Work experience in relevant fields may be considered for preparation of final merit list.
- iv. The minimum cut off marks in the written test as per government of Jharkhand norms will be 40% for UR, 36.5% for BC-II, 34% BC-I and 32% for ST/SC/Female candidates.

**8. TEST CENTRES:**

Written examination shall be conducted in Ranchi, Jharkhand.

**9. HOW TO APPLY:**

- i. Candidates have to apply online through the website of TVNL [www.tvnlonline.com](http://www.tvnlonline.com), then click on **Recruitment**, you will be directed to the webpage where you can register for the post. The site is functional from **17:00 hours of 26.09.2016 to midnight of 26.10.2016. No other means/mode of application shall be accepted.**
- ii. Candidates are required to fill the application form and submit the same after which a Unique Registration Number will be generated and sent to the candidates on their registered email address and mobile number through e-mail and sms. **TVNL will not be responsible for bouncing back of any email sent to the candidates on the e-mail id provided by them in their online application.**
- iii. Candidates are required to login using their Unique Registration Number and password and upload their photograph (max. 25 KB) and signature (max. 15 KB) in .jpg or .jpeg formats only.
- iv. Candidate belonging to UR, BC-I and BC-II category is required to pay a non-refundable registration fee of Rs. 500/- (Rupees Five Hundred only) plus Online Bank Transaction charges as applicable Rs. 250/- (Rupees Two Hundred and Fifty only) plus Online Bank Transaction charges as applicable, for SC and ST Category Candidates of Jharkhand State.

**METHOD OF APPLICATION FEE PAYMENT:**The candidates will have to re-login with credentials like Registration number and date of birth on the website.

- i. The Payment Gateway Charges will be borne by the candidate.

- ii. Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility and other conditions as laid down before paying the application fee.
- iii. All successfully enrolled candidates will be allowed to download the admit card from the site. Please note that the admit card will not be sent by post.
- iv. All information regarding this recruitment will be made available on the website [www.tvnlonline.com](http://www.tvnlonline.com) and no separate communication with the candidates will be done.
- v. It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, before applying for the post.

#### 10. GENERAL INFORMATION AND INSTRUCTIONS:

- i. Only Indian Nationals are eligible to apply.
- ii. Before applying, the candidate should ensure that he / she fulfills the eligibility criteria and other norms mentioned in this advertisement on the web site [www.tvnlonline.com](http://www.tvnlonline.com)
- iii. No manual / paper application will be entertained.
- iv. TA/DA will **not be paid** to any candidate appearing for the written test.
- v. While applying for the post, the applicant should ensure that he / she fulfills the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or has suppressed any material fact(s), his/her candidature will stand automatically cancelled. If any of the above shortcoming(s) is / are detected even after appointment, his / her services are liable to be terminated without any notice.
- vi. In case a candidate has applied multiple times, only his last application will be considered for further screening.
- vii. For any type of assistance or queries, candidates may visit the site and consult the Frequently Asked Questions (FAQ) section or call on following mobile numbers:- 9523404107,9523404109 (Application Related queries only) and 9523404135 (Payment related queries only) or send e-mail on e-mail id:- [helpdesk.recruitment1@gmail.com](mailto:helpdesk.recruitment1@gmail.com)
- viii. The admit card indicating roll number, name of the allocated test center and guidelines for the test will be made available on the same site to the candidates found apparently eligible based on the online data. The candidate has to download his Admit card, Test Guidelines etc. for appearing in the test from the website. **Admit cards will not be sent by post.**
- ix. E-mail ID to be entered in online application form is mandatory. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID before applying online. Candidates are advised to keep the e-mail ID which is to be entered compulsorily in the online application form, active for at least one year. No change in the e-mail ID will be allowed once entered. All future correspondence would be sent via E-mail only.
- x. Candidates should keep additional copies of the same photographs in reserve for future use, which they are using in the online registration.

- xi. Request for change of mailing address or e-mail address will not be entertained under any circumstance.
- xii. Candidates must remain in constant touch with website [www.tvnlonline.com](http://www.tvnlonline.com) for information regarding dates of written test, downloading of admit card, result of written test, schedule of Skill test etc.
- xiii. The issue of an Admit card or result notification to appear in the written test/skill test or the fact of having passed these tests or having been placed on the final merit list will not be a proof of any candidate's selection. Candidature will be purely provisional subject to eligibility and other verifications before or after appointment. The onus of ensuring that candidate meets all the eligibility requirement will rest on the candidate himself/ herself all through the recruitment process. Candidates will be allowed to appear in written test/skill test purely on provisional basis and no candidate will have the right to appointment or any compensation only on the ground of having appeared in or passed the written test or any other screening test.
- xiv. TVNL is not responsible for any printing error that might have inadvertently crept in.
- xv. Canvassing in any form will disqualify the candidate.
- xvi. Bringing mobile phone/Communication device/ Calculator in the examination hall is not allowed. Suitable action including immediate expulsion of the candidate from the examination hall will be taken.
- xvii. Candidates employed with Government Departments / PSUs / Autonomous Bodies have to produce **No Objection Certificate (NOC)** at the time of Skill test. Please note that without NOC, such candidates will not be allowed to appear in the skill test.
- xviii. In case of any ambiguity / dispute arising on account of interpretation in versions other than English advertised in Newspaper/ Employment News, English version given in the web-site [www.tvnlonline.com](http://www.tvnlonline.com) will prevail.
- xix. TVNL reserves the right to cancel / restrict / enlarge/ modify / alter the recruitment process, if need so arises, without issuing any further notice or assigning any reason thereafter.
- xx. Any 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 the district of Jharkhandat Ranchi.

#### 11. MISCONDUCT

Candidates are warned that they should not furnish any particulars that are false or suppress any material information in filling up the application form. Candidates are also warned that they should in no case correct or alter or otherwise tamper with any entry in a document or its attested/certified copy submitted by them nor should they submit a tampered/fabricated document. If there is any inaccuracy or any discrepancy between two or more such documents or their attested/certified copies, an explanation regarding this discrepancy should be submitted. A candidate who is or has been declared to be guilty of:

- i. Obtaining support of his/her candidature by any means, or
- ii. Impersonating, or
- iii. Procuring impersonation by any person, or
- iv. Submitting fabricated documents or documents which have been tampered with, or

- v. Making statements which are incorrect or false or supporting material information, or
- vi. Resorting to any other irregular or improper means in connection with his/her candidature for the selection, or
- vii. Using unfair means during the test, or
- viii. Writing irrelevant matter including obscene language or sketch, in the script (s), or
- ix. Misbehaving in any other manner in the examination hall, or
- x. Harassing or doing bodily harm to the staff employed for the conduct of their test, or
- xi. Bringing mobile phone/communication device in the examination Hall/skill testcentre.
- xii. Attempting to commit or, as the case may be, abetting the Commission of all or any of the acts specified in the forgoing clauses may, in addition to rendering himself/herself liable:
  - (i) To be disqualified from selection, for which he/she is a candidate, and/or
  - (ii) To be debarred either permanently or for a specified period:
  - (iii) Canvassing in any form will disqualify a candidate.

**12. IMPORTANT DATES:**

a.	Commencement of online Registration of application by candidates	26.09.2016 (Monday) 17:00 Hours
b.	Last date for online registration of application by candidates	26.10.2016 (Wednesday) Midnight
c.	Downloading of Admit card with Roll Number, test centre name and Guidelines.	Will be informed latter on
d.	Written Test Date	<b>Will be informed latter on</b>

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H.O.D(HR)  
TVNL, Hinoo, Ranchi