



OFFICE OF MANAGING DIRECTOR
**MADHYA PRADESH MADHYA KSHETRA
VIDYUT VITARAN COMPANY LIMITED**

(Govt. of M.P. Undertaking)
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Website: <https://portal.mpcz.in>

HUMAN RESOURCE DEPARTMENT (ISO 9001:2008 CERTIFIED)

No. MD/MK/Rec/2023/10506

Bhopal Dated: - 10/03/2023

**ADVERTISEMENT FOR RECRUITMENT ON VARIOUS CADRES OF
ASSISTANT ENGINEER IN STATE POWER SECTOR COMPANIES OF M.P.
ON REGULAR BASIS - (2023)**

M.P. Madhya Kshetra Vidyut Vitran Co. Ltd. (MPMKVVCL), on behalf of the following six wholly owned Power Companies of GoMP. engaged in the field of Generation, Transmission, Trading and Distribution of electricity in the State of M.P., invites applications for selection and appointment against various cadres of Assistant Engineer (Pay at level 12 of Govt. of MP 7th pay revision order notified on 20.07.2017, with initial pay of Rs. 56100/) on regular basis: -

| SN | Name of the Company | Main Function | Website |
|----|---|-----------------------------|------------------|
| 1 | M.P. Power Generating Company Ltd. (MPPGCL), Jabalpur. | Generation of Electricity | mppgcl.mp.gov.in |
| 2 | M.P. Power Transmission Company Ltd. (MPPTCL), Jabalpur. | Transmission of Electricity | mptransco.in |
| 3 | M.P. Power Management Company Ltd. (MPPMCL), Jabalpur. (Holding company for all the three State Distribution Companies of MP.) | Trading of Electricity | mppmcl.com |
| 4 | M.P. Poorv Kshetra Vidyut Vitaran Company Ltd. (MPPoKVVCL), Jabalpur | Distribution of Electricity | mpez.co.in |
| 5 | M.P. Madhya Kshetra Vidyut Vitaran Company Ltd. (MPMKVVCL), Bhopal. | Distribution of Electricity | portal.mpcz.in |
| 6 | M.P. Pashchim Kshetra Vidyut Vitaran Company Ltd. (MPPaKVVCL), Indore. | Distribution of Electricity | mpwz.co.in |

The above mentioned six Power Companies of GoMP endeavor to ensure supply of quality, reliable and affordable power to the citizens of Madhya Pradesh and for achieving this goal, these Companies are looking for promising, energetic and committed candidates, having excellent academic record, who are willing to join on the posts as detailed hereunder for

building their bright careers with the Companies. Online applications are invited for selection and appointment against various cadres of Assistant Engineer on regular basis through GATE Score, in the above mentioned Companies of GoMP.

In this document, unless stated otherwise, the word Company/ company or Organization/ organization means MPMKVCL or the respective successor company of erstwhile MPSEB named above.

Details of Posts, Post Type & Category Wise Breakup of Posts (Including backlog posts): -

| Company Name: M.P. Power Management Company Ltd., Jabalpur | | | | | | | | | | | | | | | | | | |
|---|---------------------------------|--------------|-----------|--------------------|----|----|-----|-----|-------|---|----|----|-----|-----|---|----|----|----|
| S. N. | Post Name | Type of Post | Post Code | No. of Vacant Post | | | | | | Post reserved for women (33%) (Horizontal reservation for Domicile of MP only) | | | | | Post reserved for Specially abled (PWD) (Horizontal reservation for Domicile of MP only) | | | |
| | | | | UR | SC | ST | OBC | EWS | Total | UR | SC | ST | OBC | EWS | VI | HI | LD | MD |
| 1 | Assistant Engineer (Electrical) | Regular | | 2 | 1 | 1 | 1 | 0 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 |
| 2 | Assistant Engineer (IT) | Regular | | 0 | 0 | 0 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Company Name: M.P. Power Generation Company Ltd., Jabalpur | | | | | | | | | | | | | | | | | | |
|---|----------------------------|--------------|-----------|--------------------|----|----|-----|-----|-------|---|----|----|-----|-----|---|----|----|----|
| S. N. | Post Name | Type of Post | Post Code | No. of Vacant Post | | | | | | Post reserved for women (33%) (Horizontal reservation for Domicile of MP only) | | | | | Post reserved for Specially abled (PWD) (Horizontal reservation for Domicile of MP only) | | | |
| | | | | UR | SC | ST | OBC | EWS | Total | UR | SC | ST | OBC | EWS | VI | HI | LD | MD |
| 1 | Assistant Engineer (Civil) | Regular | | 6 | 3 | 3 | 4 | 1 | 17 | 2 | 1 | 1 | 1 | 0 | 0 | 0 | 1 | 0 |

Company Name: M.P. Power Transmission Company Ltd., Jabalpur

| S. N. | Post Name | Type of Post | Post Code | No. of Vacant Post | | | | | | Post reserved for women (33%) (Horizontal reservation for Domicile of MP only) | | | | | Post reserved for Specially abled (PWD) (Horizontal reservation for Domicile of MP only) | | | | |
|-------|-----------------------------------|--------------|-----------|--------------------|----|----|-----|-----|-------|---|----|----|-----|-----|---|----|----|----|---|
| | | | | UR | SC | ST | OBC | EWS | Total | UR | SC | ST | OBC | EWS | VI | HI | LD | MD | |
| 1 | Assistant Engineer (Transmission) | Regular | | 1 | 0 | 1 | 1 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2 | Assistant Engineer (Civil) | Regular | | 4 | 2 | 2 | 3 | 1 | 12 | 1 | 1 | 1 | 1 | 0 | 0 | 0 | 1 | 0 | |

Company Name: M.P. Madhya Kshetra Vidyut Vitaran Company Ltd., Bhopal

| S. N. | Post Name | Type of Post | Post Code | No. of Vacant Post | | | | | | Post reserved for women (33%) (Horizontal reservation for Domicile of MP only) | | | | | Post reserved for Specially abled (PWD) (Horizontal reservation for Domicile of MP only) | | | | |
|-------|-----------------------------------|--------------|-----------|--------------------|----|----|-----|-----|-------|---|----|----|-----|-----|---|----|----|----|--|
| | | | | UR | SC | ST | OBC | EWS | Total | UR | SC | ST | OBC | EWS | VI | HI | LD | MD | |
| 1 | Assistant Engineer (Distribution) | Regular | | 2 | 1 | 2 | 2 | 1 | 8 | 1 | 0 | 1 | 1 | 0 | 0 | 0 | 1 | 0 | |
| 2 | Assistant Engineer (IT) | Regular | | 1 | 0 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 3 | Assistant Engineer (Civil) | Regular | | 2 | 1 | 1 | 1 | 0 | 5 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |

| Company Name: M.P. Poorva Kshetra Vidyut Vitaran Company Ltd., Jabalpur | | | | | | | | | | | | | | | | | | |
|--|---------------------------------|--------------|-----------|--------------------|----|----|-----|-----|-------|---|----|----|-----|-----|---|----|----|----|
| S. N. | Post Name | Type of Post | Post Code | No. of Vacant Post | | | | | | Post reserved for women (33%) (Horizontal reservation for Domicile of MP only) | | | | | Post reserved for Specially abled (PWD) (Horizontal reservation for Domicile of MP only) | | | |
| | | | | UR | SC | ST | OBC | EWS | Total | UR | SC | ST | OBC | EWS | VI | HI | LD | MD |
| 1 | Assistant Engineer (Electrical) | Regular | | 3 | 1 | 2 | 2 | 1 | 9 | 1 | 0 | 1 | 1 | 0 | 1 | 0 | 0 | 0 |
| 2 | Assistant Engineer (Civil) | Regular | | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Company Name: M.P. Paschim Kshetra Vidyut Vitaran Company Ltd., Indore | | | | | | | | | | | | | | | | | | |
|---|-----------------------------------|--------------|-----------|--------------------|----|----|-----|-----|-------|---|----|----|-----|-----|---|----|----|----|
| S. N. | Post Name | Type of Post | Post Code | No. of Vacant Post | | | | | | Post reserved for women (33%) (Horizontal reservation for Domicile of MP only) | | | | | Post reserved for Specially abled (PWD) (Horizontal reservation for Domicile of MP only) | | | |
| | | | | UR | SC | ST | OBC | EWS | Total | UR | SC | ST | OBC | EWS | VI | HI | LD | MD |
| 1 | Assistant Engineer (Distribution) | Regular | | 3 | 1 | 2 | 3 | 1 | 10 | 1 | 0 | 1 | 1 | 0 | 4 | 2 | 0 | 2 |
| 2 | Assistant Engineer (Civil) | Regular | | 1 | 0 | 0 | 1 | 0 | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Note: -

- The Company/Organization reserves the right to increase or decrease the number of posts advertised for respective cadres listed above and also regarding that to fill up or not to fill up the advertised posts, without issuing any further notice and without assigning any reason, whatsoever.
- The Company/Organization reserves the right to cancel the entire/ partial process of recruitment in respect of all or any of the advertised cadres at any stage and at any time, without issuing any further notice and without assigning any reason thereof, whatsoever. No liability in this regard shall be borne by the Company.

Detailed Terms & Conditions for Recruitment:

1. Minimum Educational & other Qualifications (Eligibility Criteria) :-

| S. No. | Post | Qualification |
|---------------|---|---|
| 1 | Assistant Engineer/ Manager (Technical/ Distribution/ Transmission/ Electrical) - Trainee | (A) The Candidate should have Regular BE/B.Tech or AMIE degree in Electrical/ Electrical & Electronics Engineering from AICTE/UGC approved University/ Institute with minimum 65% marks (or equivalent CGPA) for UR/OBC category or 55% marks (or equivalent CGPA) for SC/ ST/ PWD/ EWS* category of M.P. Domicile. (B) Valid GATE Score card in the relevant stream as on last date of submission of application. |
| 2 | Assistant Engineer/ Manager (IT) - Trainee | (A) The Candidate should have Regular BE/B.Tech or AMIE degree in IT/ Computer Science Engineering from AICTE/UGC approved University/ Institute with minimum 65% marks (or equivalent CGPA) for UR/OBC category or 55% marks (or equivalent CGPA) for SC/ ST/ PWD/ EWS* category of M.P. Domicile. (B) Valid GATE Score card in the relevant stream as on last date of submission of application. |
| 3 | Assistant Engineer/ Manager (Civil) - Trainee | (A) The Candidate should have Regular BE/B.Tech or AMIE degree in Civil Engineering from AICTE/UGC approved University/ Institute with minimum 65% marks (or equivalent CGPA) for UR/OBC category or 55% marks (or equivalent CGPA) for SC/ ST/ PWD/ EWS* category of M.P. Domicile. (B) Valid GATE Score card in the relevant stream as on last date of submission of application. |

*** 10% relaxation in qualifying marks to EWS category is as per GoMP, GAD memo No. C-3-8/2016/1/3 dated 22.09.2022 and is subjected to final decision of Hon'ble Court in petitions filed if any in this respect.**

2. Age Limit:-

- 2.1 Age shall be reckoned as on 1st January 2023.
- 2.2 Minimum age limit is 21 years and maximum age limit for different categories shall be as under:-

| S. No. | Applicant | Maximum age Limit for MP Domicile applicants | Maximum age Limit for Non M.P. Domicile applicants |
|--------|--|--|--|
| 1 | Male Applicants (Unreserved) | 43 Years | 43 Years |
| 2 | Female Applicants (Unreserved) | 48 Years | |
| 3 | Male/Female Applicants (Govt./ Corporation/ Board/Autonomous Institute employees and Home Guards) | 48 Years | |
| 4 | Male/Female Applicants (Reserved Category - SC/ST/OBC) | 48 Years | |
| 5 | Male/Female Applicants (Reserved Category -working employee Govt./ Corporation/ Board/ Autonomous Institute employees and Home Guards) | 48 Years | |
| 6 | (Specially Abled) PWD Applicants | 48 Years | |

Maximum age limit has been fixed as per GoMP GAD circular no C 3-8/2016/1/3 dated 04.07.2018 taking into consideration GoMP, GAD letter No. F7-46/2021 Bhopal dated 18.09.2022 (only upto December 2023 for first advertisement).

2.3 Date of Birth of the candidate which is mentioned on the High School (10th), Higher Secondary mark sheet/ certificate, which clearly mentions the actual Date of Birth of the candidate, shall only be considered.

2.4 Age Relaxation for departmental employees working on regular establishment:-

There shall be no maximum age limit (till the age of super annuation) for Departmental employees working on regular establishment in successor companies of erstwhile MPSEB, i.e., MPPGCL, MPPMCL, MPPTCL, MPPoKVVCL, MPMKVVCL, MPPaKVVCL

2.5 Age Relaxation for departmental Contractual employees: -

The contractual employees working in successor Companies of MPSEB shall be given age relaxation equal to the service rendered by him/her, subject to maximum 7 years for employees appointed before 01.01.2018 (i.e. 1-year age relaxation for every 1 year completed service) and 5 years for employees appointed on or after 01.01.2018 (i.e. 1-year age relaxation for every 1 year completed service).

- 2.6 Relaxation in age limit applicable to Govt./ Corporation/ Board/ Autonomous Institute employees and Home Guards, of GoMP, shall be admissible to such candidates only if they are in service continuously at the time of applying online and also at the time of Document Verification. After applying online, if he/she does not remain in the service due to resignation/ termination or for any other reason at the time of Document Verification, then he/she will not get the benefit of relaxation in age limit applicable to Govt./Corporation/ Board/ Autonomous Institute employees and Home Guards of GoMP.
- 2.7 Persons awarded with Vikram Award will be given a relaxation of 5 years in the maximum age as per GAD, GoMP Memo No. C-3/18/85/3/1 dated 03.09.1985.
- 2.8 Under the Inter-caste Marriage Promotion Scheme of the SC, ST and OBC Welfare Department, GoMP the upper caste members of the rewarded couples will get relaxation of 5 years in the upper age limit as per GAD, GoMP Memo No. C-3/10/85/3/1 dated 29.06.1985.
- 2.9 In compliance of order dated 08.02.2022 in WP No. 2108/2022 by Principal Seat of Hon'ble High Court of MP, Jabalpur, candidates of EWS category shall be given age relaxation as applicable to other reserved category, i.e., SC/ST/OBC etc. However, the same shall be subjected to final outcome of the petition.
- 2.10 A candidate who is an Ex-Serviceman shall be allowed to deduct from his age the period of defense service previously rendered by him. Provided that the resultant age does not increase the upper age limit by more than 3 years.
- 2.11 Relaxation of age limit as mentioned above shall be applicable only on submission of relevant certificate issued by the competent authority.

3. How to apply:-

- 3.1 Applications will be accepted online through link provided on MPMKVVCL's website (<https://portal.mpcz.in>) only. No manual/ paper application or through any other mode will be entertained.
- 3.2 Read the instructions carefully and fill-in the online application form correctly giving accurate information. After successful registration, system will generate a **Application Sequence Number**. Candidates are required to keep the printout of the Registration Slip which will be generated by the system after successful submission.
- 3.3 For the cadres/ posts which are available in more than one Successor Company, the candidate would be required to provide his/ her preference(s) for the companies to be considered for appointment, while applying online for the respective post. Candidate must fill his/ her preference(s) for the companies (MPPGCL/ MPPMCL/ MPPTCL/ MPMKVVCL/ MPPoKVVCL/ MPPaKVVCL) to be

considered for appointment in case of his/ her selection, as applicable. Allocation of Company to a shortlisted candidate shall depend on the availability of post in respective Company, candidate's position in the respective merit list and his/ her preference(s) for the companies as mentioned in his/ her online application.

3.4 Once the Category (UR/ SC/ ST/ OBC/ EWS) is mentioned in the application form, the request for change will not be entertained under any circumstances and such application will be rejected. MPMKVCL shall not be liable to intimate by personal correspondence to the candidate for such cancelled application.

3.5 Candidates are required to upload the following document(s), as applicable, with the online application form: -

- i. Class 10th Mark sheet for proof of Age.
- ii. 12th Board exam mark sheet/Engineering Diploma.
- iii. Mark sheet of B.E./B.Tech./ AMIE of all semesters/years.
- iv. Valid GATE Score card as on last date of submission of application.
- v. Aadhar Card.
- vi. M.P. Domicile Certificate for the candidates belonging to M.P. State in case candidate is applying for seeking benefit of any relaxation/reservation.
- vii. Caste Certificate (issued by SDO, Revenue) of MP in case of applying against SC/ST/OBC (Non-creamy layer)
- viii. Medical disability certificate issued by Medical Board in case applying for PWD category.
- ix. The Candidate of OBC category has to submit Income Certificate of parents issued by Tehsildar in the current financial year (in case of candidate applying for OBC Non-creamy layer reserved seats)..
 - x. The candidate applying for EWS Category has to submit income and asset certificate of his family issued by SDM/Tehsildar in the current Financial Year.
- xi. Candidates will be required to upload their latest photograph and signature during submission of their online applications.
- xii. NOC from present employer, if any.

4. Application fee and other charges:-

4.1 Application fee for Unreserved Category candidates shall be Rs. 1200/- (including GST) and that for SC/ ST/ OBC (Non Creamy Layer)/ EWS/ PWD candidates of M.P domicile shall be Rs. 600/- (including GST). The application fee is Non-Refundable.

4.2 The applications may be submitted on line on link provided on MPCZ portal

(<https://portal.mpcz.in>) and the payment may be made online through Payment gateway.

4.3 Candidates shall have to pay the Application Fee and Other Charges online only.

4.4 Application Fee and Other Charges, as applicable, once paid shall neither be refunded in any circumstances nor can these be reserved for any other recruitment or selection. Candidates are, therefore, requested to verify their eligibility before paying the Application Fee and Other Charges

5. Selection process and Appointment :-

5.1 Online application to be submitted.

5.2 Selection shall be done on the basis of merit of Valid GATE Score Card.

5.3 If the GATE Score of two or more candidates are same then determination of merit shall be as under :-

a) The older candidate shall be given preference as per date of birth.

b) In case of same date of birth, preference will be given to candidates securing higher marks in the qualifying exam (Degree level).

c) In a situation when both the above conditions are similar for more than one, then preference will be given to candidates securing higher marks in the Class 10th examination.

5.4 Based on merit list, the Company wise, category wise select list with proper implementation of horizontal reservations will be prepared. The shortlisted candidates for various categories will be notified on the website. The company reserves the right to correct any inadvertent clerical or typo graphical error in the list.

5.5 **Time period for document verification** – the shortlisted candidates will be called for verification of documents. Minimum 15 days' time will be given for document verification. If a candidate does not come for document verification on stipulated date, his/her candidature will be rejected and his/her name will not be considered for further allotment in waiting list. After verification of documents, successful candidates may be appointed provisionally as Assistant Engineer (Trainee).

5.6 Validity of Merit List will be one year from the date of declaration of result. Waiting list shall be prepared as per the requirement of the company. However, the recruitment process can be closed for operation of waiting list by issuing specific order even before one year. After issue of specific order of closure of process the claim of any candidate shall not be entertained.

6. Reservation:-

6.1 Posts be reserved for SC/ST/OBC (Non Creamy Layer)/EWS Category Candidates of MP Domicile as per roster as prescribed by GoMP vide Gazette notification no. 530 dated 24.12.2019. However, reservation of OBC shall be subjected to decisions/directions of Hon'ble Courts, time to time, in the matter of petitions pending therein.

6.2 The reservation based on Caste as per Madhya Pradesh Lok Sewa (Anusuchit

Jatyon, Anusuchit Janjatyon aur Anya Pichhde Varg ke liye Aarakshan) Adhiniyam 1994 and amendments made thereafter shall be applicable only for the candidates having caste certificate issued by SDO (Revenue) of Government of Madhya Pradesh.

- 6.3 Reservation for especially abled category (PWD) candidates of MP Domicile having disability 40% or above, shall be applicable on posts identified vide GoMP Notification Dated 31.05.2022.
- 6.4 Horizontal and compartment wise reservation will also be given to women candidates as per the permission granted for such reservation by MP Govt. to respective company. The female candidates selected on the basis of merit will also be taken into account against this quota. In case of non-availability of eligible women candidates, the posts reserved for them will not be carry forwarded and will be filled by available male candidates of that category.
- 6.5 As per GoMP, GAD circular No. F 7-47/2016/आ.प्र./एक dated 01.01.2018, the candidates of Dheedar, Kahar, Bhoi, Kewat, Mallah, Nishad caste will not be given reservation under "Manjhi" schedule tribe category w.e.f. 11.11.2005.
- 6.6 The posts reserved for departmental Contractual Candidates working in successor Companies of erstwhile MPSEB as per the Samvida Seva Niyam 2018 of respective Companies are being Advertised separately, jointly for all successor Companies by MPPGCL, Jabalpur.
- 6.7 Reservation/Relaxation for SC/ST/OBC/EWS/PWD/Ex-Serviceman/Women shall be available for MP Domicile candidates only.

7. General Conditions Regarding Eligibility:-

- 7.1 The candidate should be an Indian national.
- 7.2 The Candidates working in Government/ Semi Government/ Public Sector organizations, satisfying the eligibility criterion, education and age, shall have to produce NOC at the time of document verification.
- 7.3 The Candidates already in job in successor companies of MPSEB, shall have to produce NOC/relieving order at the time of document verification. Such candidates shall submit a Self-Declaration at the time of joining stating that "No department proceedings contemplated against him/her, at the time of joining and if it is found incorrect his/her candidature shall be rejected without assigning any reason there for and without any notice".
- 7.4 The Candidates, who have more than two surviving children and who have a third child born on or after 26.01.2001 is not eligible to apply unless twins are born after first child.
- 7.5 The Candidate must possess sound health and he/she is required to produce medical fitness certificate issued from District Medical Board before joining.
- 7.6 The candidate who married before the minimum age fixed for marriage are not eligible to apply as per GoMP, Gazette notification dated 10.03.2000.
- 7.7 Provisions of GAD order No. C-3-17-96-3-I Bhopal dated 25.10.96, shall also be applicable viz.- "No candidate shall be eligible for appointment to a service or post who' has been convicted of an offence against women."

8. Training:-

Duration of Training shall be of One year (Training period including extension, if any, shall not be counted for increment). During the training period, consolidated stipend equal to the entry pay of the pay matrix of the cadre in which trainee has been selected shall be given. Training period (including extended period of training) will not be counted for grant of annual increment.

9. Service Agreement cum Surety Bond:-

9.1 **Bond amount and Validity of the bond** - The candidate shall submit a Bond as per prescribed proforma on non-judicial stamp paper worth Rs. 500/-valid for a period of three years, for an amount of Rs. 2,00,000/-(Rs. Two Lakh). The same shall be recoverable in case the candidate resigns during Bond validity period.

9.2 Whenever any candidate is selected for other successor company of the erstwhile MPSEB, on the same or higher position, he/she shall be exempted from the liabilities of the Service Agreement cum Surety Bond including notice period, i.e. the Service Agreement cum Surety Bond shall stand transferred to the Company concerned for the balance period.

10. Leave during Training Period:-

During the period of training, the trainee will be eligible for 13 days casual leave, 3 days Optional Leave and 10 days Medical leave. If duration of medical leave in one spell is more than 3 days, then medical certificate is necessary. If additional leave availed (in the case of exigency), the matter shall be referred to Head of the Department (HR&A), who will be the final authority in granting special leave based on merit, which shall be 10 days at a stretch, without stipend. Beyond this, it will be treated as leave without stipend as well training will be extended for the same period.

In case the trainee absconds from the training for more than Ten days, he/she will be served a notice of termination. Unauthorized absence shall call for cancellation of candidature by serving final notice by Head of the Department (HR&A).

11. Probation Period:-

The candidate shall be appointed in regular cadre after the successful completion of training period and will be on probation for a period of two years. During the probation, his/her performance shall be reviewed. In case, candidate fails to secure requisite Grade, his/her probation period shall be extended for the period of another one year. During the extended probation period, if the candidate fails to secure the requisite grade, his/her services shall be terminated at Company's discretion. Services rendered during probation shall be counted towards qualifying services for all matters.

12. Duties and responsibilities during Training Period:-

During training period, the candidate will not be posted on a regular vacant post. The Trainee will have to submit a fortnightly report in the format as may be prescribed for the training/knowledge he/she has acquired, to the Controlling Officer immediately on completion of the fortnight, who shall in turn submit the same, duly graded to CGM (HR&A)/Head of Training Institute, for final evaluation of the candidate.

13. Rules and Regulations regarding conduct and disciplinary action:-

If a trainee, during the training period is found to have indulged/be indulging in any misconduct, unlawful, fraudulent and undisciplined activities, it shall make the trainee unbecoming of the assignment and the same shall be punishable by the Competent Authority.

(i) Penalty for minor misconduct:-

- (a) Fine to the extent of one month's stipend.
- (b) Recovery of the losses caused by the trainee and such losses shall be determined by the aforesaid "Competent Authority" which shall be final and binding upon the trainee.

AND/OR

- (a) Admonition which will be recorded in his record of engagement for the purpose of extension of training/termination of training.
- (b) These penalties can be imposed simultaneously or separately.

(ii) Major penalty:-

- (a) Termination of assignment of the trainee concerned besides civil action for recovery of civil liability such as bond amount.

14. Salary:-

After successful completion of training, they shall be fixed at level 12 of Pay matrix of Govt. of MP, 7th pay revision order notified on 20.07.2017 with initial pay of Rs. 56100/ as per the GoMP Energy Department letter dt 05.04.2018.

15. New Pension Scheme :-

On appointment as Assistant Engineer, provision of New Pension Scheme be made applicable.

16. Reference Check, Character Verification & Caste Verification:-

- 16.1 The initial admission to the training and subsequent appointment will be subject to satisfactory verification of character and antecedents as well as a police verification report as per the Rules and Regulations laid down by the Company. The candidate's appointment will be subject to satisfactory character verification report and on receipt of any adverse information the appointment will be liable to be terminated immediately. At the time of reporting the candidate is required to submit Character

Certificate attested by Gazetted officer in prescribed format. Till satisfactory verification, the appointment shall remain provisional.

16.2 In case of SC/ST/OBC (Non Creamy Layer)/EWS category candidates the appointment shall be subject to verification of caste/category certificate from competent authority in addition to character & antecedent verification. In case it is found that the caste/category is not covered under the reserved category as specified in schedule of M.P. or the caste/category certificate submitted is false/fake, the appointment of the candidate shall be revoked immediately and appropriate action shall be taken for submission of wrong information.

16.3 For PWD candidates, the appointment shall be subject to satisfactory verification of disability as per GoMP, GAD circular No. F 8-3/2013/आ.प्र./एक dated 17.07.2014.

17. Notice period:-

During the training, either party can terminate the employment without assigning any reason whatsoever, by giving one month's notice or one month's stipend in lieu of notice, to the other party. Any leave/absence during notice period will extend the notice period accordingly. The Trainee Officer shall also be liable to pay the applicable bond amount in case he/she terminates employment during the bond period.

18. Travelling / Daily Allowance:-

During the training period, the trainee shall be entitled for Travelling/Daily Allowance, as per rules as applicable for the cadre he is selected, during official journey.

19. Exclusivity of Engagement:-

Whilst employed with the Company, the Assistant Engineer will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without the written permission of the Company. In case the Assistant Engineer is found to be in contravention of the provisions of this clause, then his/her appointment would be terminated without assigning any reasons thereof.

20. Confidential Information:-

20.1 The Assistant Engineer shall observe utmost confidentiality and secrecy of any and all information received by him/her or entrusted to him/her in the course of his/her employment. He/She shall at all times, whether during or after the termination of employment, act with utmost integrity and not disclose or divulge any such information.

20.2 The Assistant Engineer hereby undertakes to the Company that he/she shall:

- a) Use the Confidential Information only for the purpose to perform the Services in the Company and not for any other purposes.
- b) Preserve the secrecy of any Confidential Information.

- c) Return to the organization all documents or other materials containing Confidential Information (including copies thereof) on completion of purpose or separation whichever may be the case.

20.3 For purpose of this clause, Confidential Information shall mean any knowledge or information (whether oral, written, visual or otherwise, hard or soft copy) concerning the business, affairs, operations, assets, organization, dealings, customers, employees, officers and financial matter of the Company and shall include without limitation, the report, information, advice and recommendation (in whatever form) contained in any feasibility studies, valuation reports etc.

21. Documents Verification: -

The selected candidates are required to bring the following documents at the time of document verification:

- a. Original document and one set of certified copies of
- (i) Mark sheet of full time B.E./B.Tech. of all semesters/years.
 - (ii) Valid GATE Score card as on last date of submission of application.
 - (iii) 10th Board exam mark sheet as proof of date of birth.
 - (iv) 12th Board exam mark sheet.
 - (v) Aadhar Card.
 - (vi) MP Domicile (in case of candidate applying against reserved post).
 - (vii) Caste Certificate (issued by SDO, Revenue) of MP in case of applying against SC/ST/OBC (Non-creamy layer).
 - (viii) Medical disability certificate issued by Medical Board in case applying for PWD category.
 - (ix) Income Certificate of parents issued by Tehsildar in the current financial year (in case of candidate applying for OBC Non-creamy layer reserved seats).
 - (x) Income and asset certificate of his family issued by SDM/Tehsildar in the current Financial Year (In case of candidate applying for EWS Category).
- b. NOC from present employer, if any.
- c. Service Agreement-cum-Surety Bond as per prescribed format.
- d. 4 copies of passport size photograph.
- e. Character Certificate attested by any gazetted officer as per prescribed format.
- f. Biodata in the prescribed format.
- g. Copy of address proof of candidate and surety.
- h. The surety has to preferably be a Govt. Servant (proof of the same is required).
- i. Photo ID proof of candidate and surety. (Aadhar/Passport / Driving license / Voter ID / Bank pass book).

- j. Medical fitness Certificate from the District Medical Board.
- k. Company reserves the right to verify any documents like certificates, mark sheet, score-card, etc., submitted by the applicant. If any of the information given by the applicant is found incorrect, his/ her candidature/ appointment will be cancelled at any stage of selection/ appointment or thereafter.

22. No claim for appointment in higher post on the ground of higher qualification / experience be entertained.

23. **Jurisdiction:-**

Any disputes arising out of selection process as well as service matters shall be dealt within the jurisdiction of courts situated at Company Headquarter.

24. **Important Dates: -**

| S.No. | ACTIVITY | Date |
|-------|---|------------|
| 1. | Start Date of online registration of application. | 17.03.2023 |
| 2. | End date for online registration of application | 10.04.2023 |

The above dates may be changed as per the requirement/ discretion of the Company.

25. **Important Notes: -**

- i. Candidate must read the Rulebook thoroughly before applying for a post.
- ii. The candidate should ensure that he/ she fulfills the eligibility criteria and other norms for the post applied for, as mentioned in the advertisement.
- iii. The E-mail ID and Mobile Number entered by the candidate in his/ her Online Application Form must remain valid for at least next one year. No change in the E-mail ID and Mobile Number of the candidate will be allowed once his/ her online application is registered. All future correspondence with the candidate, if required, shall be done using this E-mail ID and Mobile Number.
- iv. The responsibility of submitting the correct, true and proper certificates/ documents shall rest with the candidate.
- v. Any further Addendum/ Corrigendum/ Update will be published only on MPMKVCL's website (<https://portal.mpcz.in>).
- vi. It is in the interest of the candidates to visit the official website of MPMKVCL recurrently and to note the addendum/ corrigendum/ updates/ notices (if any) related to the recruitment process. MPMKVCL does not owe any responsibility in this regard if any candidate fails to note latest updates; no claim shall be entertained in this regard.
- vii. The candidates should fill the online application form correctly in every respect and nothing should be concealed or withheld by them. If any information furnished by

any candidate is found false at any stage, his/her candidature/ appointment will be cancelled without any prior notice and legal action may also be taken.

- viii. Detailed instructions may also be referred at the time of filling Online Application Form.
- ix. Candidates, in their own interest, are advised NOT TO WAIT TILL THE LAST DATE & TIME and register their application well before the last date. MPMKVCL shall not be held responsible if the candidates are not able to submit their applications due to any last minute rush.


Chief General Manager (HR&A)