

**INSTRUCTIONS TO THE ELIGIBLE CANDIDATES FOR THE POST OF  
SUPERINTENDING ENGINEER (DIST.) ADVERTISED VIDE ADVT. NO. 03/2019**

1. An Advt. No. 03/2019 was published for filling in the posts of Superintending Engineer (Dist.). The last date of submission of application was 21.06.2019.
2. The preliminary scrutiny of the applications has been carried out and the eligibility of the candidates for appearance in further selection process has been decided based on the information/documents submitted in their application. The list of eligible and not-eligible candidates is published on the website of the Company.
3. It shall be the sole responsibility of the eligible candidates to prove his/her eligibility with respect to qualification and experience in therelevant responsible post/position as required for the post applied. In case the applicant fails to do so, then his/her candidature/ appointment will be liable to be cancelled at any stage of recruitment/ appointment process.
4. The selection of the eligible departmental candidates will be subject to the verification of disciplinary actions, vigilance enquiries/ FIR in process/ contemplated and other service records. The departmental candidates if selected during the currency of their disciplinary proceedings will not be entitled for appointment till the conclusion of the said proceeding. The decision of the Company in this regard shall be final and no individual representations will be entertained.
5. The Selection process will be held on the following date, the details of venue and time is mentioned in the call letter:

**Superintending Engineer (Distribution) - 14<sup>th</sup> July, 2019**

6. The candidates who are provisionally shortlisted/eligible for the selection process will be informed shortly through e-mail as mentioned by them in their application form.
7. The candidates shall bring with them all original certificates in proof of Date of Birth (SSC Certificate), Educational Qualification, Post Qualification Experience Certificate, Caste Certificate / Caste Validity Certificate, Non-Creamy Layer Certificate (if required), Emoluments Certificate (for the qualifying period excluding perks in case of non-departmental candidates). One set of self-attested photo-copy of the relevant certificates is required to be submitted by the shortlisted candidates for the interview. Please note that non-production of any of the original certificate will disqualify the candidature for the purpose of the assessment and the candidate will not be allowed to participate in the selection process.
8. The selection process will comprise of 5 exercised viz., 1) Simulation Exercises 2) Group Discussion 3) Case Discussion 4) Presentation and 5) Interview (For details please see next page). The first four exercises viz.- Simulation exercise, Group Discussion, Case Discussion and Presentation will be administered to all the candidates. Based on their performance in these exercise, candidates will be short-listed for Personal Interview.
9. The selection of the candidates will be subject to the directives/ orders from Government of Maharashtra in accordance with the decision/ outcome of PIL No. 175 of 2018 and other connected Writ Petitions filed before the Hon'ble High Court, Mumbai.

10. The decision of the Company in all matters relating to the entire recruitment process and interpretation shall be final and no individual correspondence will be entertained.

## **DETAILS OF EXERCISES**

1. **Simulation Exercise:** This is a written exercise. It contains various problems which the Senior Officer is required to solve in his day-to-day functioning. The senior level Officer is supposed to do all of the following exercises.
  - (a) To comprehend the contents of the problem-both explicit and implicit.
  - (b) To decide a strategy to solve problems given.
  - (c) To take suitable decision and record the same in writing in the given space.
  - (d) To justify the reason (s)/ rationale for the decision/ solution.
  - (e) To suggest follow-up action, if required.
  - (f) To delegate in certain cases where it is customary or possible to delegate.
  - (g) To submit the issue to the competent higher authority with your suggestions remarks if the situation so demands.
  
2. **Group Discussion:** The Group Discussion comprises two different activities as follows :
  - Discussion on general topic.
  - Prioritization
  - The Group Discussion involve :
    - (a) Studying and analyzing the problem, organizing one's own views, thoughts and arguments.
    - (b) Expressing the views and arguments to the other members of the group and convincing them about the strengths of one's own views.
    - (c) Consolidation of views etc.
  
3. **Case Discussion:** In case discussion, a write-up containing a problem is given to candidates. The candidates are required to discuss various different solutions to the problem and come out with consensus among the group members regarding the best solution to the problem.
  
4. **Presentation:** Each candidate will be given a topic on which the presentation text is to be prepared and to be given to the observers.
  
5. **Interviews:** The interview of the short-listed candidates will be conducted by the Selection Committee.

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