

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO.LTD
ADVERTISEMENT NO. MSEDCL- 01/2020

SPACE TO GROW, OPPORTUNITIES TO EXCEL- YOUR OPPORTUNITY TO WORK FOR THE BIGGEST POWER DISTRIBUTION COMPANY IN INDIA	SPECIAL DRIVE FOR SCHEDULED TRIBE (S.T.) CANDIDATES FOR FILLING UP THE POSTS AS PER GOVERNMENT OF MAHARASHTRA G.R. NO. BCC- 2018/P.K.308/16-B DATED 21/12/2019. THE CANDIDATES WHO HAVE CASTE VALIDITY CERTIFICATE WILL BE ELIGIBLE TO APPLY TO THE POSTS MENTIONED IN THIS ADVERTISEMENT
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1. NUMBER OF VACANCIES OF SCHEDULED TRIBE CATEGORY:-

S. N	NAME OF THE POST	TOTAL POSTS	GENERAL (WITHOT HORIZON TAL)	WOMEN	MERITORIOUS SPORTSPERSON	PROJECT AFECTED	EARTHQUAK E AFFECTED	PWD	EX-SERVICEMEN	APP
1	GRADUATE ENGINEER-TRAINEE (DIST.)	02	1	1	0	-	-	0	-	-
2	DIPLOMA ENGINEER TRAINEE (DIST.)	10	2	3	1	1	0	0	2	1
3	JR. ASSISTANT (ACCOUNTS)	8	4	2	0	0	0	0	1	1
4	JR. ASSISTANT (HR)	6	2	2	0	0	0	0	1	1

Abbreviations: PWD- Persons with Disability, APP- Apprentice

Note: The number of vacancies and reservation for various categories are provisional and likely to change as per the government policy amended from time to time etc. Such a change will not be notified either in News Paper, on website or to the candidates.

2. PRE-REQUISITES AS ON 10/02/2020:

S.N.	POST	QUALIFICATION
1	GRADUATE ENGINEER-TRAINEE (DIST.)	Bachelors Degree in Electrical Engineering/Technology
2	DIPLOMA ENGINEER TRAINEE (DIST.)	Diploma in Electrical Engineering
3	JR. ASSISTANT (ACCOUNTS)	B.COM. / BMS/ BBA With MS-CIT or its equivalent.
4	JR. ASSISTANT (HR)	Degree in Arts, Science, Commerce or Management / Administration from a University recognized by the UGC or equivalent qualification and should have passed MSCIT exam or equivalent or higher qualification in Computer Proficiency recognized by AICTE.

Note : i) A Degree should be from a University or Institute in India established or incorporated under Central Act or a State Act or any other qualification recognized as equivalent thereto, by the Competent Authority.

(ii) It shall be the sole responsibility of the candidate to produce equivalency certificate issued by the Competent Authority at the time of document verification, if any else his/her selection will stand cancelled.

iii) For the post of Graduate Engineer trainee (Dist.) the departmental candidate (i.e., employees of MSEDCL only) possessing Degree/ Diploma in Engineering / Technology in any other discipline shall be considered under direct recruitment provided that they will have to appear for written examination (online) consisting of syllabus of Electrical Engineering and compete along with other candidates.

iv) When any departmental employee holding Diploma in Engineering acquires AMIE qualification and/ or acquires recognized degree in Engineering, after undergoing part-time degree course, he should be treated on par with a degree holder in Engineering for the purpose of direct recruitment of any post under the company requiring that qualification. In such cases it shall be considered equivalent irrespective of the class / grade or percentage of the marks secured in these examination, even if specified for outsiders.

3. PAY-GROUP & AGE LIMIT AS ON 10/02/2020:

S.N.	Post	Pay-group	Age Limit
1.	GRADUATE ENGINEER-TRAINEE (DIST.)	II	35 Years
2.	DIPLOMA ENGINEER TRAINEE (DIST.)	III	30 Years
3.	JR. ASSISTANT (ACCOUNTS)	III	30 Years
4.	JR. ASSISTANT (HR)	III	30 Years

3.1 Date of birth as recorded in the Secondary School Certificate (SSC) and age as on 10/02/2020 should be considered; hence it is to be mentioned accordingly in the application.

3.2 Upper age limit is relaxable by 5 years for the candidates belonging to Scheduled Tribe Category.

3.3 Upper age limit for departmental candidates is 57 years. Departmental candidate means employees of MSEDCL only.

3.4 The Persons with Disability who have applied for the post is relaxable up to 45 years.

3.5 **For the post of Diploma Engineer-Trainee (Dist.), Jr. Assistant (Accounts) and Jr. Assistant (HR),** the upper age limit for Ex-serviceman is relaxable up to 45 years.

3.6 **For the posts of Diploma Engineer-Trainee (Dist.), Jr. Assistant (Accounts) and Jr. Assistant (HR)** the upper age limit for those candidates who have undergone Apprenticeship training under respective trade in MSEDCL, the age is relaxed to the extent of period of training viz. 12-24 months. Apprenticeship training undergone in other organization/Company will not be considered for age relaxation benefit.

3.7 The upper age limit for meritorious sport-persons is relaxed by 5 years.

4 REMUNERATION:

(I) GRADUATE ENGINEER-TRAINEE(DIST.), DIPLOMA ENGINEER TRAINEE (DIST.):-

S.N.	POSTS	REMUNERATION
1	GRADUATE ENGINEER-TRAINEE(DIST.)	Rs. 22,000/- Per Month
2	DIPLOMA ENGINEER TRAINEE (DIST.)	Rs. 18,000/- Per Month

(II) JR. ASSISTANT (ACCOUNTS) / JR. ASSISTANT (HR):-

1st Year	2nd Year	3rd Year
Rs. 19,000/- per month	Rs. 20,000/- per month	Rs. 21,000/- per month

Note 1: The selected candidates are entitled for CPF and gratuity and no other allowance will be applicable to them as per the prevailing Rules of the Company amended from time to time. In addition to remuneration, the Company's contribution towards CPF is to be deposited to an individual CPF account calculated on the basis of Basic Pay plus Dearness allowance paid during training/contractual period and Family Pension Fund Contribution for the Trainees will be deposited with the Employees Provident Fund Office as per Rules. If departmental candidates other than contract employees applied and selected, their present pay and other service conditions will be protected.

Note 2: For posts under Para 4 (I), on successful completion of trainee period of one year the candidates selected for Graduate Engineer-Trainee (Dist.) will be absorbed in the regular post of Assistant Engineer (Dist.) in the pay scale of Rs. 49210-2165-60035-2280-119315 and Diploma Engineer-Trainee (Dist.) will be absorbed in the regular post of Junior Engineer (Dist.) in the pay scale of Rs. 37340-1675-45715-1740-63115-1830-103375.

Note 3: For posts under Para 4 (II), on successful completion of contractual period of three years the candidates selected for Jr. Assistant (Accounts) and Jr. Assistant (HR) will be absorbed in the regular post of Lower Division Clerk (Accounts) and Lower Division Clerk (HR) respectively in the pay scale of Rs. 29035-710-32585-955-42135-1060-72875.

Note 4: The candidates who will applied for the post of JR. ASSISTANT (ACCOUNTS) and having post graduate in Commerce/Finance and appointed will be paid Rs. 1000/- as additional remuneration. And those candidates who will applied for the post of JR. ASSISTANT (ACCOUNTS) and having post graduate will be paid Rs. 1000/- as additional remuneration.

5. RESERVATION:

5.1 The reservation policy for persons with disability shall apply as per Government directives. Persons suffering from not less than 40 % of disability shall only be eligible for the benefit of reservation for persons with disability. The candidate should submit copy of Medical Certificate issued by the appropriate Medical Board in terms of Govt. of India, Office Memorandum No.36035/3/2004-Estt (Res.) dated 29.12.2005, along with application. The details of the reservation for the post are as below:

S.N.	POSTS	PERSONS WITH DISABILITY CATEGORY (PWD)
1.	GRADUATE ENGINEER-TRAINEE (DIST.)	OL, HH
2.	DIPLOMA ENGINEER TRAINEE (DIST.)	OL, HH
3.	JR. ASSISTANT (ACCOUNTS)	OA, OL, OAL, BL, HH, B, LV
4.	JR. ASSISTANT (HR)	OA, OL, OAL, BL, HH, B, LV

Abbreviations: OL - One Leg Affected, HH - Hearing Handicapped, OA - One Arm Affected, OAL - One Arm & One Leg Affected, BL - Both Legs Affected, B - Blind, LV - Low Vision.

- 5.2 There shall be 4 % horizontal reservation for persons with disability and recommended for selection as per the GoM PWD/2018/P.K.114/16-A dated 29/05/2019.
- 5.3 There shall be 5 % horizontal reservation for Meritorious Sportspersons. The candidates applying against Meritorious Sportspersons shall ensure that he/she has the valid Sport Certificate which is validated by the Appropriate Sport Committee on or before last date of submission of online application. **It will be the responsibility of the candidate to validate the sport certificate in prescribed format from the appropriate competent authority before the submission of online application and the candidates are required to submit/mention his/her all the Sports Certificates at the same time and the same has to be mentioned in the online application as per G.R. dated 01/07/2016.**
- 5.4 For DET ((Dist.), Jr. Assistant (Accounts) and Jr. Assistant (HR) there shall be a horizontal reservation of 15 % for the Ex-Servicemen / Disabled Ex- Servicemen / Dependents of Ex-Servicemen killed in Action:-

An "Ex Servicemen" means a person, who has served in any rank (whether as combatant or as non-combatant) in the Regular Army, Navy and Air Force of the Indian Union but does not include a person who has served in the Defense Security Corps, the General Reserve Engineering Force, the Lok Sahayak Sena and the Para-Military Forces, and

- (i) Who has retired from such service after earning his/ her pension; or
- (ii) who has been released from such service on medical grounds attributable to military service or circumstances beyond his control and awarded medical or other disability pension; or
- (iii) Who has been released otherwise than on his own request from such service as a result of reduction in establishment; or
- (iv) Who has been released from such service after completing the specific period of engagement otherwise than at his own request or by way of dismissal of discharge on account of misconduct or inefficiency and has been given a gratuity; and includes personnel of the Territorial Army of the following categories, namely :-
 - (i) Pension holders for continuous embodies service;
 - (ii) Persons with disability attributable to military service; and
 - (iii) Gallantry award winners.

Provided that any person who has been released prior to 1st July, 1987:-

- (a) at his own request after completing 5 years' service in the Armed Forces of the Union; or

- (b) after serving for a continuous period of six months after attestation otherwise than at his own request or by way of dismissal or discharge on account of misconduct or inefficiency or has been transferred to the reserve pending such release; shall also deemed to be an ex-servicemen for the purpose for this clause.

Explanation - (1) The persons serving in the Armed Forces of the Union who on retirement from service, would come under the category of "Ex-Servicemen", may be permitted to apply for re-employment one year before the completion of the specified terms of engagement & avail themselves of all concession available to Ex-Servicemen in Armed Forces of the Union.

(2) The Armed forces personnel retired/ released at their own request but having earned their pension will be included in the term "Ex-Servicemen" defined for the purpose of reservation in posts in Government.

- 5.5 For the post of DET ((Dist.), Jr. Assistant (Accounts) and Jr. Assistant (HR) there shall be 5% horizontal reservation for the Project Affected Persons and 2% for Earthquake Affected Persons.
- 5.6 There shall be 10% horizontal reservation for the post DET ((Dist.), Jr. Assistant (Accounts) and Jr. Assistant (HR) for apprentice who have duly completed their apprenticeship under respective trade in MSEDCL.
- 5.7 **As per GR dated 21/12/2019 the candidates who have caste validity certificate issued by Appropriate Authority will be eligible to apply to the posts under this advertisement. For claiming and availing benefit of Scheduled Tribe (ST), the candidates should produce a caste validity certificate issued by the Caste Scrutiny Committee. It will be the responsibility of the candidate to mention the details of caste validity certificate at the time of submission of online application.**
- 5.8 The caste certificate issued by appropriate Competent Authority of Maharashtra State only will be considered as valid for availing the benefit of reservation including benefit in the payment of application fees. Caste notified in other State as reserved will be treated as Open and will not be eligible for this special drive.
- i) The candidates should be domicile of Maharashtra State and should belong to Scheduled Tribes notified by the Maharashtra State.
- ii) Once the caste/tribe is mentioned in online application form, it cannot be changed at any stage later on.

5.9 WOMEN'S HORIZONTAL RESERVATION:

There shall be 30 % horizontal reservation for women as per the provision of Govt. of Maharashtra Resolution No.82/2001/MSA-2000/PK 415/K-2 dt.25.05.2001.

- 5.10 **A candidate applying for one or more than one type of horizontal reservation (multiple) shall be required to produce all the certificates issued by the appropriate authority regarding horizontal reservation mentioned in the online application at the time of document verification, else his/her selection will stand cancelled.**

6. METHODOLOGY OF SELECTION:

6.1. The selection will be done through online examination only. The candidates will have to appear for the online test and at his/her own cost.

6.2. The select list will be drawn by giving **90% weight-age to the performance in the written/ online test and 10% weight-age to the academic performance.** Following will be the test structure and weight-age considered in the academic performance:

A) TEST STRUCTURE (90% Weight-age): The structure of the examination which will be conducted online are as follows:

Sr. No.	Test Structure	No. of Questions	Marks	Time
1.	Test of Professional Knowledge	50	110	Composite time of 120 minutes (2Hours)
2.	Test of General Knowledge i.e.			
	Test of Reasoning	40	20	
	Test of Quantitative Aptitude	20	10	
	Test of Marathi Language	20	10	

B) ACADEMIC PERFORMANCE (10% Weight-age):

Percentage of Marks acquired in the Examination for minimum Qualification	Weight-age out of 10%
≤50%	0
≥50 but ≤70%	2
≥70 but ≤90%	4
91% and above	6
Post Graduate Degree/Diploma or MBA	2
Post Graduate Degree/Diploma & MBA	2

Note: (i) In case of gradation awarded under Cumulative Grade Points Average (CGPA), it is to be converted to 100% marks, and then weight-age be given as above. The candidate will have to produce a certificate issued by the appropriate authority inter alia stating that the norms of the University regarding conversion of grade into percentage and the percentage of marks scored by the candidate in terms of norms.

Note: (ii) Marks as mentioned in the certificate given by the University/ College will be considered. The candidate must possess valid mark sheets that he/she is a graduate on the day he/she registers and indicate the percentage of marks obtained in graduation while registering online.

6.3. The candidates will be selected on the basis of performance in the written/online test & academic performance and no interview will be conducted.

6.4. Cut- Off Score:

The candidates who obtain less than 30 marks out of the total of 100 marks are not to be recommended for drawing the Select List irrespective of horizontal reservation.

- 6.5. The list of applicants called for the online test will be made available on the website of the Company only. Similarly the list of finally selected candidates will also be displayed on the website of the Company.
- 6.6. The recruitment in MSEDCL is done strictly as per merit.
- 6.7. Canvassing in any form will disqualify the candidate.
- 6.8. If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
- 6.9. If the candidate knowingly or willfully furnished incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- 6.10. The decision of the Company in all matters relating to recruitment/interpretation shall be final and no individual correspondence will be entertained.
- 6.11. The selection of Departmental candidate will be subject to verification of disciplinary actions and vigilance enquiries in process/contemplated and other service records. The decision of the Company in this regard shall be final and no individual representations will be entertained.
- 6.12. The selected candidates will have to undergo Orientation Training Program at Nashik, Aurangabad, Amravati and Sangli Training Centre. All candidates whose name appeared in the select list will have to produce the documents in original along with System Generated Application Form for verification of documents. Only those candidates who fulfill the pre-requisites as per the advertisement and the Rules prescribed by MSEDCL will be allowed thereafter for the Orientation Training Program.
- 6.13. Those selected candidates after allocation and detailed posting, will have to serve at that place/ headquarter as per the provisions of MSEDCL Transfer Policy as amended from time to time in force at that time.

7. TENTATIVE TIME SCHEDULE:

- | | | | |
|-----|--|---|------------------------------|
| 7.1 | Opening of submission of online applications | : | 04/02/2020 |
| 7.2 | Last date of submission of online application | : | 15/02/2020 |
| 7.3 | Candidates to download call letter for online test | : | 10 days prior to online test |
| 7.4 | Online Examination at Test Centre | : | During February/March 2020 |

8. APPLICATION FEE:

8.1 Candidates shall pay the requisite fee through online as below:

Rs.250/- + 18 % GST + Transaction Charges

Note: (i) The candidates claiming the reservation mentioned under 'Persons With Disabilities' and 'Ex-Serviceman' are exempted from fees.

(ii) Fees once paid are non-refundable under any circumstances.

(iii) Fees in the form of Postal Order/Money Order/Cash will not be accepted.

8.2 In case the selection process is not /could not be completed for any reason, the fees paid will not be refunded.

9. PROCEDURE TO APPLY:

9.1 Candidates applying for the posts advertised should ensure that they fulfill all eligibility criteria. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement.

9.2 Employees working in Govt. / Semi Govt. Undertaking will have to produce 'No Objection Certificate' issued by the employer at the time of verification of documents.

9.3 ON-LINE CENTRE:

a) The examination will be conducted online in venues given in the respective call letters.

b) No request for change of centre/venue/date/session/post for Examination shall be entertained.

c) MSEDCL however, reserves the right to cancel any of the Examination Centres and/ or add some other Centres, at its discretion, depending upon the response, administrative feasibility, etc.

d) MSEDCL also reserves the right to allot the candidate to any centre other than the one he/she has opted for.

e) Candidate will appear at the examination at an Examination Centre at his/her own risks and expenses and MSEDCL will not be responsible for any injury or losses etc. of whatsoever nature.

f) Choice of centre once exercised by the candidate will be final.

g) If sufficient number of candidates does not opt for a particular centre for "Online" examination, MSEDCL reserves the right to allot any other adjunct centre to those candidates OR if the number of candidates is more than the capacity available for online exam for a centre, MSEDCL reserves the right to allot any other centre to the candidates.

h) Candidates will appear for the examination at an examination centre at his/her own risk and expenses and MSEDCL will not be responsible for any injury or losses etc. of any nature.

i) Any unruly behaviour/misbehaviour in the examination hall may result in cancellation of candidature/ disqualification from this exam.

10. HOW TO APPLY:

Candidates are required to apply Online on the separate link for each post available on the Company's website www.mahadiscom.in . No other means / mode of application will be accepted.

- (i) **Candidates are required to have a valid personal email ID. It should be kept active during the currency of the entire recruitment process. The Company will send intimation about call letters for online Test etc. through the registered email ID.** Under no circumstances, he/she should share/mention email ID to/or of any other person. In case, a candidate does not have a valid personal email ID, he/she should create his/her new email ID before applying Online.
- a) Candidates to go to the MSEDCL website www.mahadiscom.in click on the option "APPLY ONLINE" which will open a new screen.
 - b) To register application, choose the tab "Click here for New Registration" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent to registered mobile number.
 - c) In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
 - d) Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON.
 - e) The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets. Any change/alteration found may disqualify the candidature.
 - f) Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.
 - g) Candidates can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature detailed under point "para 10(iii)".
 - h) Candidates can proceed to fill other details of the Application Form.
 - i) Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.

- j) Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.
 - k) Click on 'Payment' Tab and proceed for payment.
 - l) Click on 'Submit' button.
- (ii) Candidates who are applying for more than one post have to register separate online application for each post. In unforeseen circumstances, the online test may be held at same day and time simultaneously and thereby it is the responsibility of the candidate to decide and he/she has to appear for which post. Any request by such candidates to conduct /arrange separate online test will be entertained.
 - (iii) Candidates should upload the scanned image of photograph and signature in the online application. The candidate should have a scanned (digital) image of his/her photograph and signature as per the specification given below in JPEG format not exceeding 50 KB and 20 KB respectively and upload the photograph and signature. The online application will not be registered unless the candidate's photo and signature is uploaded after completion of the entry in online mode.
 - (iv) The name of the candidate or his / her father's / husband's name, caste etc. should be spelt correctly in the application as it appears in the certificates /Identity proof mark sheets. Any change / alteration found in photo Identity Card may disqualify the candidate for appearing the online test.
 - (v) Candidates are required to download the call letters for online examination from Company's website by entering their registration number and password which are generated by the system on submitting the online application and are intimated to the candidates by e-mail/SMS. Candidates are advised to preserve these details for future use. Call letters for Online Written Test will not be dispatched manually by post or courier etc.
 - (vi) After applying online and uploading the photograph and signature, the candidates are advised to take two printouts of the system generated online application form. Recent photograph of the candidates duly signed across is to be pasted on the system generated online application. The system generated application form along with e-receipt and other documents is to be submitted by the candidate at the time of verification of documents.
 - (vii) The candidates are advised to take utmost care in filling up the required columns in the online mode, payment of fees etc. and ensure that the details entered in the appropriate columns are correct before submission, since there is no provision to modify the application after submission.
 - (viii) The registration number and Password generated after applying online must be carefully retained by the candidate for his / her record and for future use.
 - (ix) The system generated online application form must be carefully retained by the candidate for his / her record and for future use.

- (x) Candidates are advised in their own interest to apply online sufficient before the closing date and not to wait till the last date to avoid the possibility of disconnection/ inability / failure to log on the Bank's website on account of heavy load on internet / website jam.

11. MODE OF PAYMENT: Payment of fees/ intimation charges via the ONLINE MODE

- (i) The payment can be made by using Debit Cards (RuPay/Visa/MasterCard/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/ Mobile Wallets.
- (ii) After submitting your payment information in the online application form, PLEASE WAIT FOR THE INTIMATION FROM THE SERVER. DO NOT PRESS BACK OR REFRESH BUTTON IN ORDER TO AVOID DOUBLE CHARGE
- (iii) On successful completion of the transaction, an e-Receipt will be generated.
- (iv) Non-generation of 'E-Receipt' indicates PAYMENT FAILURE. On failure of payment, Candidates are advised to login again using their Provisional Registration Number and Password and repeat the process of payment.
- (v) Candidates are required to take a **printout of the e-Receipt** and online Application Form. **Please note that if the same cannot be generated, online transaction may not have been successful.**
- (vi) For Credit Card users: All charges are listed in Indian Rupee. If you use a non-Indian credit card, your bank will convert to your local currency based on prevailing exchange rates.
- (vii) To ensure the security of your data, please close the browser window once your transaction is completed.
- (viii) There is facility to print application form containing fee details after payment of fees.

Note: After submitting your payment information in the online application form, please wait for the intimation from the server, DO NOT press Back or Refresh button in order to avoid double charge.

12. GENERAL CONDITIONS:

- (a) Candidates applying for the posts advertised should ensure that they fulfill all eligibility criteria. Their candidature to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement. Company will take up verification of eligibility conditions with reference to original documents prior to issuance of offer letter. Mere submission / acceptance of online application and /or appearing for the exams do not ensure eligibility as well as does not confer any right for appointment.
- (b) This advertisement is published subject to the provisions of **Maharashtra Civil Services (declaration of Small Family) Rules, 2005, prescribing declaration of the small family as one of the essential qualifications.**

- (c) The candidates shall be the one of the following certificate for Marathi language:-

Certificate of Secondary School Certificate Examination Board or recognized University showing passing of Secondary / School Certificate Examination or Matric or Higher Examination of University with Marathi Language **OR** Certificate stating the candidate can read, write and speak Marathi Language fluently issued by Professor of Marathi Language of College / Institute affiliated to recognized University and countersigned by Principle of the said College / Institute.

- (d) Once the application is submitted, no information can be corrected. Candidates should be careful in filling the online application and should cross-check and are responsible for correctness of information in continuation.
- (e) The selected candidates should bring all relevant documents in original for this document verification process as mentioned in the online application. It is the sole responsibility of the selected candidates to produce and submit all documents/certificates as mentioned in the online application at the time of verification of documents. In case the candidate fails to produce requisites document, his/her candidature/selection is liable to be cancelled at the time of verification of documents.
- (f) Company would be free to reject any application, at any stage of the selection process, cancel the candidature of the candidate in case it is detected at any stage that a candidate dose not fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information / certificate / documents or has suppressed any material fact(s). If candidature of any candidate is rejected for any reason according to the terms and conditions of this advertisement, no further representation in this regard will be entertained. Such decisions shall be final and binding on the candidate. If any of these shortcomings is / are detected after appointment in a Participating Organization, his / her service are liable to be summarily terminated.
- (g) All candidates who have registered online and have paid the requisite Application fees may be allowed to download online call letters for online Test. No detail scrutiny of application will be carried out at the time of issuing call letters for online examination. The call letters can be downloaded from the Company's website www.mahadiscom.in. Candidates will have to visit the website for downloading call letters for online test. Intimation for downloading call letter will also be sent through email/SMS. Once the candidate clicks the relevant link, he/she can access the window for call letter download. The candidate is required to use (i) Registration Number/Roll Number, (ii) Password/Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photograph on the call letter preferably the same as provided during registration and appear at the examination center with (i) Call Letter. The candidates shall also bring a photocopy of the call letter and Photo Identity Proof.

(h) **CANDIDATES REPORTING LATE** i.e. after the reporting time specified on the call letter for Examination will not be permitted to take the examination. The reporting time mentioned on the call letter is prior to the Start time of the test. Though the duration of the examination is 2 hours, candidates may be required to be at the venue for about 4 hours including the time required for completion of various formalities such as verification and collection of various requisite documents, logging in, receiving the instructions.

(i) **IDENTITY VERIFICATION:** In the examination hall, the call letter along with original and a photocopy of the candidate's currently valid photo identity such as PAN Card/ Passport/ Driving License/ Voter's Card/ Bank Passbook with photograph/ Photo identity proof issued by a Gazetted Officer on official letterhead/ Photo identity proof issued by a People's Representative on official letterhead/ valid recent Identity Card issued by a recognized College/ University/ Aadhar card with a photograph/ E-Aadhar Card with photograph/ Employee ID/ Bar Council Identity Card with photograph should be submitted to the invigilator for verification. The candidate's identity will be verified with respect to his/her details on the call letter, in the Attendance List and requisite documents submitted. If identity of the candidate is in doubt the candidate may not be allowed to appear for the Examination.

Ration Card will **not** valid id proofs for this purpose, as the photo identity proof is required.

Note: Candidates have to produce in original the photo identity proof and submit photocopy of the photo identity proof along with Examination call letter while attending the examination, without which they will not be allowed to take up the examination. Candidates must note that the name as appearing on the call letter (provided during the process of registration) should exactly match the name as appearing on the photo identity proof. Female candidates who have changed first/last/middle name post marriage must take special note of this. If there is any mismatch between the name indicated in the Call Letter and Photo Identity Proof the candidate will not be allowed to appear for the examination.

(j) Normally selection process comprises of online test. However which shortlist / selection process is to be adopted will be decided by the Company and the decision of the Company in this regard shall be final. The candidates will have to appear for online Written Test at the allotted Test Centre at their own cost.

(k) The candidates selected will be appointed as 'Trainees' and on successful completion of the training, the candidates will be appointed to the post of Junior Engineer (Dist.) as the case may be.

(l) The list of the exam centers, test structure, candidates called for online Written Test and list of selected candidates etc., will be published on the Company's website www.mahadiscom.in from time to time. For this purpose, the candidate should check the website of the company periodically about the updates as per schedules dates.

(m) Prescribed qualifications are minimum and mere possession of the same does not confer any right for appointment.

- (n) The candidate should ensure that he / she fulfills the eligibility criteria regarding educational qualification, age, caste etc. and particulars furnished in the application form are correct in all respect.
- (o) If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, his / her candidature will not be considered and it will be cancelled if considered earlier inadvertently.
- (p) If the candidate knowingly or willfully furnished incorrect or false particulars or suppresses material information, he / she will be disqualified and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- (q) The decision of the Company in all matters relating to the recruitment process shall be final and no individual correspondence will be entertained.
- (r) The departmental employees of the Company applying against this Advertisement should submit their applications online well in time.
- (s) The recruitment in MSEDCL is done strictly as per merit in a systematic way giving appropriate weight-age to online Test and marks obtained in the exams pertaining to the qualification. Canvassing in any form will disqualify a candidate.
- (t) Any request for change of address or any other information provided in online application will not be entertained.
- (u) The candidate should be **Domicile of Maharashtra State** who are applying for the posts of Diploma Engineer Trainee (Dist.), Jr. Assistant (Accounts) and Jr. Assistant (HR).
- (v) The Online Test will be in English except test of Marathi language.
- (w) The select list will be valid for a period of one month from the uploading of the result on the website of the Company and same will be expired automatically after completion of one year without any notice.
- (x) Any disputes pertaining to this recruitment process shall be within jurisdiction of the Mumbai Court.
- (y) The Company reserves the right to cancel the advertisement fully or partly on any grounds and such decision of the Company will not be notified or intimated to the candidates.
