



HARYANA ELECTRICITY REGULATORY COMMISSION
Bays No. 33 - 36, Sector – 4, Panchkula-134109
Telephone No. 0172-2582531; Fax No. 0172-2572359
Email: - herc-Chd@nic.in, Website: - herc.gov.in

NOTICE

The Commission invites applications from the eligible candidates for filling up the one post of Joint Director (Transmission) either on deputation basis or on contract basis and two posts each of Personal Assistant and Junior Scale Stenographer on contract basis having the following qualifications and experience: -

For the post of Joint Director (Transmission): -

On Contract basis	On transfer basis
<ol style="list-style-type: none">1. The candidate should have adequate experience in designing/ planning and Transmission.2. M. Tech in Electrical / Mechanical or MBA in Power Management with 70% marks on regular basis from AICTE approved University/ Institution.3. Twelve years professional experience or equivalent in an Organization of repute as SE or XEN.4. Computer literacy which should include demonstrated capability in analytical modeling.5. Good writing and verbal skills.6. Matric with Hindi/Sanskrit from recognized Board/ Institution. <p><u>Desirable</u> PhD holder in Power Engineering or Degree in Law on regular basis from recognized University / Institution.</p>	<ol style="list-style-type: none">1. The candidate should have adequate experience in designing/ planning and Transmission.2. M. Tech in Electrical / Mechanical or MBA in Power Management with 70% marks on regular basis from AICTE approved University/ Institution.3. Ten years professional experience or equivalent in an Organization of repute.4. Computer literacy should include demonstrated capability in analytical modeling5. Good writing and verbal skills.6. Matric with Hindi/Sanskrit from recognized Board/ Institution. <p><u>Desirable</u> PhD holder in Power Engineering or Degree in Law on regular basis from recognized Universities / Institution.</p>

For the post of Personal Assistant: -

- 1) Graduate /10+2 (Vocational) with 2nd Division / Intermediate 2nd Division / Higher Secondary 2nd Division with Math/Physics/ Economics or Matric with 1st Division with Physics/Economics / Math or equivalent from a recognized Education Board/ University.



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- 2) Ten years experience as Sr. Scale Steno in a organization of repute.
- 3) Matric with Hindi/Sanskrit from recognized Board/ Institution.
- 4) English shorthand at a speed of 100 words per minute and transcription thereof at a speed of 40 words per minute
- 5) Hindi shorthand at a speed of 80 words per minute and transcription thereof at a speed of 20 words per minute
- 6) Computer literacy

Desirable

Preference will be given to persons working under judicial/ power sector.

For the post of Jr. Scale Stenographer: -

- 1) Graduate /10+2 (Vocational) with 2nd Division / Intermediate 2nd Division / Higher Secondary 2nd Division with Math/Physics/ Economics or Matric with 1st Division with Physics/Economics / Math or equivalent from a recognized Education Board/ University.
- 2) Five years experience as Steno-typist in a organization of repute.
- 3) 10+2 or equivalent qualification with Physics/Maths/ Economics.
- 4) Matric with Hindi/Sanskrit from recognized Board/ Institution.
- 5) English shorthand at a speed of 100 words per minute and transcription thereof at a speed of 20 words per minute.
- 6) Hindi shorthand at a speed of 80 words per minute and transcription thereof at a speed of 15 words per minute.
- 7) Computer literacy.

Desirable

Preference will be given to persons working under judicial/ power sector.

The applicant should not be more than 62 years of age as on 01.07.2015. The candidates applying on deputation basis may apply through proper channel. Application giving complete details of qualification and experience should



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reach in this Commission by 06.08.2015. Only meritorious candidate will be considered.

Secretary
HERC