



दामोदर घाटी निगम/Damodar Valley Corporation  
मानव संसाधन विभाग /Human Resource Department  
डीवीसी टावर्स वीआईपी रोड,कोलकाता-७०००५४/  
DVC Towers, VIP Road, Kolkata – 700054



No. PLR- FTE/Contractual/2024/02

Date: 18/02/2024



## **NOTICE FOR ENGAGEMENT OF EXPERIENCED PROFESSIONALS ON FIXED TERM CONTRACT BASIS**

Damodar Valley Corporation (DVC), a statutory organization, under the Ministry of Power, Government of India, and one of the premier power utilities in India engaged in Thermal/Hydel Power Generation, Transmission & Distribution, Water Management and foraying into Renewables and Mining area with own mines at Tubed, with its Head Quarter located at Kolkata and field formations spread across West Bengal & Jharkhand invites online applications from **Experienced Professionals on Fixed Term Contract Basis for Renewable Energy projects.**

DVC having a total Generation capacity (Thermal + Hydel) of 6687.2MW & Solar 3.923MWp, has a massive expansion plan of Renewables (5500MW) and Super Critical and Ultra Critic Thermal Generation of (3720MW). DVC also supplies water to industries, Municipal Corporations etc. For details on Plants/Stations of DVC, please visit the DVC website [www.dvc.gov.in](http://www.dvc.gov.in)

Interested and eligible candidates may apply **ONLINE only through the DVC website [www.dvc.gov.in](http://www.dvc.gov.in) (Career Section → Recruitment Notices).** No other means/mode of application shall be accepted. Please read this Advertisement/Notice carefully and ensure eligibility criteria before submitting the **ONLINE** application. The details of the positions are as below

## 1. Category-wise vacancy details

Table-A

Sl no	Name of the post	Post No.	Total Vacancy	Monthly consolidated Pay( in Rs.)	Upper Age limit as on closing date of online application
01	Manager (Electrical)- Contractual	2024/C01	02 (UR-02)	1,00,000/-	45 years
02	Manager (Mechanical)- Contractual	2024/C02	01 (UR-01)	1,00,000/-	45 years
03	Assistant Manager (Electrical) - contractual	2024/C03	01 (UR-01)	56,100/-	35 years
04	Assistant Manager (Civil) - Contractual	2024/C04	01 (UR-01)	56,100/-	35 years
05	Assistant Manager (Mechanical) - Contractual	2024/C05	01 (UR-01)	56,100/-	35 years

## 2. Qualifying Requirement & Experience Criteria

Post Name	Educational Qualification	Experience Criteria	JOB DESCRIPTION AND RESPONSIBILITIES
Manager (Electrical)- Contractual, 2024/C01	Full time bachelor's degree in Electrical Engineering/Renewable Energy/Energy Science/ Energy Engineering from a recognized college/ Institute/university by AICTE/UGC with not less than 65% marks in aggregate of all years/semesters as per conversion formula of the concerned University/Institution.	Minimum twelve (12) years' overall post qualification experience in Project Development/ Design/ Construction/ Implementation including those in reputed Industries/ Consulting/ Academics/Government Institutions/ Organizations/Private Sector organizations. The experience must include at least seven (7) years of working experience in the domain of Energy Sector and out of which At least five (5) years of working experience in Indian Renewable Energy Sector.	<ul style="list-style-type: none"> <li>• Conceptualization, preparing of project proposal and financial model design &amp; engineering of large scale growth and floating solar PV project and Parks, preparation of tender scope and specialization support in tender evaluation , project management of monitoring, support in drawing &amp; Design approval support in contract closures activities , performance evaluation of the complete project etc.</li> </ul>
Manager (Mechanical)- Contractual, 2024/C02	Full time bachelor's degree Mechanical Engineering/Renewable Energy/Energy Science/ Energy Engineering from a recognized college/ Institute/university by AICTE/UGC with not less than 65% marks in aggregate of all years/semesters as per conversion formula of the concerned University/Institution.	<p><b>Desirable</b></p> <ul style="list-style-type: none"> <li>• M. Tech/MBA in Renewable Energy/Energy Science/Energy Engineering/Electrical Engineering /Mechanical Engineering / Technology/ Energy Management from a reputed Institute/university.</li> <li>• The experience should cover large scale ground mounted and floating solar PV project management and execution etc.</li> <li>• Good understanding of renewable energy financing Models.</li> <li>• Knowledge about overall perspective of National Energy Problems and policies, regulation of the Govt.</li> </ul>	<ul style="list-style-type: none"> <li>• Support in implementation of GOI sponsored programme like rooftop solar, PM-KUSUM scheme etc and their large-scale implementation of programme.</li> <li>• Support in implementation of Project based on new and emerging renewable energy technologies.</li> <li>• Support in carbon trading and Carbon financing project by DVC</li> </ul>

		<ul style="list-style-type: none"> <li>• Understanding and ability to work on large integrated programmes like Rooftop Solar, PM-KUSUM schemes of Government etc.</li> <li>• Good understanding of upcoming technologies including battery storage and hydrogen storage policy considering in Indian scenario.</li> <li>• Good understanding of carbon trading &amp; carbon financing projects in International and Indian regulatory market.</li> <li>• The experience should cover innovation/Research and development/ management/assessment/applications including field assignments of original nature in the areas of new and renewable energy at scientific/technical institutes, industry / Private Sector.</li> <li>• Any prior experience in Central Government/ State Government / DISCOM will be preferred.</li> </ul>	
Assistant Manager (Electrical) – contractual, <b>2024/C03</b>	Full time bachelor's degree in Engineering (Electrical) from a recognized college/ Institute/ university by AICTE/UGC with not less than 65% marks in aggregate of all years/semesters as per conversion formula of the concerned University/Institution.	Minimum 02 years or above post qualification experience in implementation of solar PV Project, erection & commissioning of the Solar PV Plant.	Design & Engineering of Solar PV Plant. Develop site plan for installation of Solar PV Plant equipment's and design of the Module Mounting Structures (MMS), Foundations for the MMS, Inverters and Transformers and complete layout of the Solar PV power plant including civil/ structural work for the control room and allied structural works for Solar PV power plant.
Assistant Manager (Civil) -Contractual, <b>2024/C04</b>	Full time bachelor's degree in Engineering (Civil) from a recognized college/Institute/university by AICTE/UGC with not less than 65% marks in aggregate of all years/semesters as per conversion formula of the concerned University/Institution.	Minimum 02 years or above post qualification experience in implementation of solar PV Project, erection & commissioning of the Solar PV Plant .	Construction, Erection, Testing & Commissioning of the Solar PV Plant, Managing & handling the materials during the construction of the plant. Supervision of safety & statutory requirement for construction, erection, testing & commissioning of the plant as per the relevant codes & standards applicable for execution of the Solar PV Plant.
Assistant Manager (Mechanical) – Contractual, <b>2024/C05</b>	Full time bachelor's degree in Engineering (Mechanical) from a recognized college/Institute/university by AICTE/UGC with not less than 65% marks in aggregate of all years/semesters as per conversion formula of the concerned University/Institution.	Minimum 02 years or above post qualification experience in implementation of solar PV Project, operation & maintenance of the Solar PV Plant.	Operation & Maintenance of the Solar PV Plant. Maintenance Planning, Spares Planning, Testing of the equipment's of Solar plant , assessment of plant performance and corrective measures.

### 3. Place of Posting –

DVC HQ or any Field formation/establishment of DVC (i.e BTPS, CTPS, Durgapur, KTPS, MTPS, RTPS, Maithon, Panchet, Hazaribagh etc)

### 4. Terms & Conditions

- i. **Period of Engagement:** The appointment initially will be for 03(Three) years which may be extended for another 02(two) years. The performance will be reviewed annually. The extension will however be considered after evaluation of performance every year.
- ii. **Conveyance Allowance-** As applicable for regular employees.
- iii. **Travelling Allowance:** For journeys in connection with duties will be guided by TA Rules of the Corporation
- iv. **Medical facilities:** The incumbent (no other family members) will get medical facility only in DVC Hospitals, but there will be no reimbursement of medical expenses.
- v. **Termination of contract:** The assignment shall remain terminable by giving one months' notice from either side.
- vi. **Accommodation:** Accommodation may be provided, if available, subject to deduction of licence fee, electricity and water charge as applicable to the DVC employees. However, no HRA/FCA/Energy Allowances is admissible in any case.
- vii. **Leave:** Only 8 (eight) days' Casual Leave, 2(two) days' Restricted Holiday and 10 days' Commuted Leave (against Medical Certificate) per year may be granted, but no encashment of leave is admissible. Maternity Benefit leave may be allowed as per Maternity Benefit Act 1961. No other leave is admissible. Prior permission from the controlling officer is to be obtained before availing leave.
- viii. **Miscellaneous**
  - (a) During the period of engagement in DVC, whatsoever, it may be as in case of regular employee, Leave Travel Assistance (LTA) will not be applicable.
  - (b) Their services are transferable to any DVC Project/Field formation.
  - (c) This engagement is purely contractual basis.
  - (d) Such contractual engagement does not confer any right for regular absorption in future.
  - (e) **EPF provision** as applicable to be complied with as per Employee Provident Fund & Miscellaneous Provisions Act 1952 & rules made thereunder.
- ix. **Selection Process:** Through Interview. The shortlisted candidates shall be intimated later through notice in the DVC website [www.dvc.gov.in](http://www.dvc.gov.in) (**Career->Recruitment->Recruitment Notices**) for the date and venue of the Interview.
- x. Candidates should make their own arrangements for stay if the Interview continues on the next day.
- xi. No expenses towards travelling (TA/DA) will be given for attending the Interview. Selected candidates shall have to produce/appear for medical fitness prior to joining.

### 5. General Information and Instructions:

- i) Only Indian Nationals are eligible to apply.
- ii) While appearing for the Interview, the candidates must ensure that he/she fulfills the eligibility criteria and other norms as mentioned in this Contractual Employment Notice displayed on the DVC website [www.dvc.gov.in](http://www.dvc.gov.in). In case, it is detected at any stage of the recruitment process 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 shall stand automatically cancelled. If any of the above shortcoming(s) is/are detected even after the appointment, his/her services are liable to be terminated without any notice.

- iii) The candidature of candidates at all stages of the selection process will be purely provisional subject to satisfying the prescribed eligibility criteria.
- iv) DVC reserves the right to cancel the Employment Notice, modify the Educational Qualification and Experience without assigning any reason thereof and any decision of DVC in respect of the shortlisting criteria/ selection process depending upon the number of valid applicants throughout will be final & binding.
- v) Selection of the eligible and shortlisted candidates shall be done on the basis of Interview. However, the DVC Management reserves the right to raise the minimum eligibility standards/ criteria, to restrict the number of candidates to be called for the Interview, if so required. DVC will prefer to call candidates with higher experience in the relevant fields, as the case may be. Candidates are expected to mention all relevant experiences & qualifications in online application.
- Shortlisting of required number of candidates for interview will be based on the length of experience as reported by the candidate in the application, i.e., candidate with more experience will be shortlisted first.**
- vi) A candidate can apply for 1(One) post only. If a candidate applies for more than one post, then it will be at the discretion of the DVC Management to shortlist the candidate for Interview against one of the posts for which the candidate has applied.
- vii) **Engagement is purely temporary, on a contract basis**, and can be terminated at any time by giving one month's notice, from either side.
- viii) No claim for regular appointment in DVC, by virtue of their having worked on contract basis shall be entertained.
- ix) Reservations and relaxations for **SC / ST / OBC (Non-creamy layer)/ EWS (Economically Weaker Sections)/ PWD (Degree of Disability 40% or above)/Ex-Servicemen** candidates will be as per Govt. of India Guidelines.
- x) The candidates claiming to belong to SC/ST/OBC (Non-creamy layer)/PwBD/EWS/Ex-Servicemen category has to submit attested copy of **requisite certificate/s in the prescribed format** issued by the Competent Authority specified by GOI Rules/Orders. **The benefit of reservation under EWS (Economically Weaker Sections) can be availed upon production of an Income and Asset Certificate issued by a Competent Authority.**
- xi) SC/ST candidates are required to submit **SC/ST Caste Certificate in the format as applicable for appointment to posts under Government of India.**
- xii) In case of **OBC (Non Creamy Layer)/EWS** candidates, **latest caste certificate (not older than one year from the date of Interview)** needs to be submitted. **candidates are required to submit OBC caste certificate (Non-Creamy Layer) in the format as applicable for appointment to posts under Government of India. (Please refer to "Format of SC ST OBC Income Asset Certificate Disability Certificate" Annexure-1 to 4 in DVC website under Career->Recruitment Notices for prescribed Govt. of India format of Caste, Income & Asset Certificate & Disability Certificate). Also, OBC (NCL) will have to give a self-undertaking indicating that they belong to OBC (Non-Creamy Layer) category at the time of Interview.**
- xiii) The OBC candidates who belong to "**Creamy Layer**" are not entitled for concession admissible to OBC category and such candidates have to indicate their category as General.
- xiv) Candidature is liable to be rejected at any stage of recruitment process or even after recruitment, if any information provided by the candidate is found to be false or not in conformity with the eligibility criteria as mentioned in the Employment Notice.
- xv) The decision of DVC in all matters relating to eligibility, penalty for false information, mode of selection & interviews, selection and allotment of posts and places of postings to the selected candidates shall be final and binding on the candidate. No inquiry/correspondence or telephonic discussion will be entertained in this regard. If any shortcoming is detected even after appointment, the services of such candidates are liable to be terminated without notice.

- xvi) All Original documents including Experience Certificate (if any) is mandatorily to be produced for being allowed in Interview.
- xvii) It is brought to the knowledge of the candidates that if the situation so demands due to unforeseen reasons or otherwise, the Interview may continue even on the next working day(s) beyond the fixed dates, candidates should make their own arrangements for stay for attending the Interview.
- xviii) During physical verification, all signatures should be identical. Different styled Signature/s at various occasions during verification of documents may lead to the rejection of the candidature.
- xix) Candidates whose final year result of Diploma/Degree as the case may be has been declared on or before the date of Interview are only eligible to apply. The candidates whose final year result is going to be declared after the date of interview are not eligible to apply. Candidates must be in a position to submit relevant Provisional Diploma/Degree Certificate or Diploma/Degree Certificate, as the case may be, at the time of the Interview.
- xx) The eligibility of the candidate will be confirmed after Document Verification at the time of the Interview.
- xxi) Only ONLINE applications will be accepted. Application forms not filled in correctly or incomplete application forms will summarily be rejected.
- xxii) No request with respect to the change in any data entered by the candidate will be entertained once the online application is submitted successfully.
- xxiii) Candidates are advised to retain the system-generated Unique Application No. for future references.
- xxiv) While preparing the final merit list, if two or more candidates secure equal marks, the merit of such group of candidates will be as per their date of birth (i.e. more senior in age will be placed first before junior in age).
- xxv) Any subsequent amendment/notice/clarification etc., will be made available in DVC website only. As such, candidates are advised to keep visiting DVC website [www.dvc.gov.in](http://www.dvc.gov.in) from time to time till completion of recruitment process of the post.
- xxvi) Canvassing in any form will be a disqualification.
- xxvii) Only Xerox copy of documents will be retained. However, records of other than selected candidates are not maintained after completion of the recruitment process.
- xxviii) Candidates may appear in Hindi/English in the Interview.

## 6. Certificates/Testimonials to be brought mandatorily at the time of Interview:

**Candidates must bring all ORIGINAL Documents and Certificates (along with one set of Self-attested photocopies) at the time of the INTERVIEW:**

- i. Print out of ONLINE APPLICATION FORM.
- ii. Proof of Date of Birth (Class Xth Board Certificate or Class Xth Passing Certificate).
- iii. Marksheets and Certificates of Class Xth and XIIth
- iv. Valid Certificates and Marksheets (semester-wise) of Degree or Diploma, etc.
- v. Proof of Higher Qualification (if any).
- vi. Experience Certificate(s).
- vii. Valid SC/ ST/ OBC (NCL)/ EWS/ PwBD certificate in the format as applicable for appointment to posts under Government of India, if applicable.

**(In case of OBC (NCL)/ EWS certificate must not be older than one year from the date of Interview) (See "Format of SC ST OBC Income Asset Certificate Disability Certificate" Annexure 1 to 4 under Careers->Recruitment Notices on DVC website [www.dvc.gov.in](http://www.dvc.gov.in)) for prescribed GOI format of Caste, Income & Asset Certificate & Disability Certificate). The minimum degree of Disability for Persons with Disability candidate would be 40%.**

- viii. **NOC (No Objection certificate)** from the current employer if working as a regular employee in a PSU/Central Govt./State Govt./Semi-Govt/etc.
- ix. **Four recent passport size colored photographs.**
- x. **Any one Photo Identity Proof** (PAN card/ Passport/ Driving License/ Voter ID card/ Aadhar Card).
- xi. Valid proof of change of name (in case, applicable).

## 7. Instructions On “How To Apply” For Online Application:

**MODE OF APPLICATION:** Interested and Eligible candidates shall have to apply only through ONLINE registration system of DVC. To apply log on to the DVC website [www.dvc.gov.in](http://www.dvc.gov.in) →Careers→ Recruitment→ Recruitment Notices. The online registrations will remain activated from **11:00 hrs of 18/02/2024 to 23:59 hrs of 03/03/2024**. No other means/mode of application shall be accepted.

**Before applying ONLINE, applicants are advised to read the detailed Advertisement/Notice carefully and must ensure that they fulfill the essential qualification, experience and other conditions as mentioned in the Notice.**

## 8. Following Information/documents to be kept ready before applying ONLINE:

- a) **One recent scanned photograph of size 3.5cm X 3.5 cm and signature** [upload png, jpg, jpeg file only](#) of size [max file size 2mb](#) to be uploaded while applying. The photograph should be with a clear front view of the candidate without a cap or sunglasses. Identical photos shall be used throughout the selection process.
- b) Documents relating to **Academic qualification & Diploma/Degree**, etc. to be kept ready for entering marks.
- c) Scanned copy of documents to be uploaded [pdf file only \(Max-Size : 2MB\)](#)
  - 1. Proof of Educational Qualifications
  - 2. Proof of Professional Qualifications
  - 3. Experience Certificate(s)
  - 4. NOC from present organisation , if applicable
  - 5. Last salary slip. If applicable
- d) Valid **E-Mail ID & Contact No.** of the candidate, which shall remain valid for at least 6(six) months from the date of this notice.
- e) After having arranged all information/documents, candidates should visit the DVC website [www.dvc.gov.in](http://www.dvc.gov.in) and follow the instructions given in this detailed Notification/Advertisement. **Step 1** is to fill in all the particulars in the Online Application Form. After filling in the details, the candidates can edit the data and update. **Step 2** is to upload the photograph and signature etc. **Step 3** is to Preview the application form and then final **Step 4** is to **SUBMIT** the application. **Application once submitted cannot be edited.** Only Submitted applications shall be accepted.  
[Enter Details](#) --->> [View/Edit Details](#) --->> [Upload Documents](#) ---->>  
[Preview Details](#) --->> [Submit Application](#) --->> [Print Application](#)
- f) After successful submission of the online application including uploading of scanned photograph & signature etc, a **Unique Registration/Application Number** will be generated and thereafter the candidates need to take a printout of the application so made. Printout without system-generated number will not be accepted in any case.
- g) Candidates are advised to save/retain the Online Application Form for future reference.

- h) Candidates are also required to bring the **ORIGINALS** of all the documents mentioned at **SL. No. 06 of this Notice** pertaining to Proof of DOB, Academic & Professional Qualification, Caste & Disability Certificate (if applicable) etc. **at the time of Interview. The self-attested documents submitted in hard copy along with online application will be verified with originals at the time of Interview.** If any candidate is found ineligible while verifying the documents, he/she shall not be allowed to appear for the further selection process.
- i) After receipt of online applications, the application may be scrutinized and eligible applications may be shortlisted after following due process.
- j) No request with respect to the change in any data entered by the applicant will be entertained once the application is submitted successfully.
- k) Only ONLINE applications will be accepted. Application forms not filled in correctly or incomplete application forms will summarily be rejected
- l) No hard copy of the Online Application Form or certificates/testimonials to be sent to DVC Headquarters before appearing for the Interview.**
- m) In order to avoid last minute rush, the candidates are advised to apply early enough. DVC will not be responsible for network problems or any other problem in submission of Online Application.

## 9. Important Instructions:

Before appearing for the Interview, candidates are required to apply ONLINE only (which is mandatory) by clicking the "APPLY NOW" link available in the DVC website [www.dvc.gov.in](http://www.dvc.gov.in) (**Under Career-> Recruitment-> Recruitment Notices**). The online registrations will remain activated from **11:00 hrs of 18/02/2024 to 23:59 hrs of 03/03/2024**.

Candidates are also required to bring print out of the Online Application Form enclosing all supporting documents in ORIGINAL along with one set of self-attested photocopies of supporting documents at the time of Interview for verification.

Candidates are required to bring all documents in ORIGINAL as well as PHOTOCOPIES as mentioned at Sl. No. 6 of this Advertisement.

Before applying, candidates should keep marksheets of X<sup>th</sup>, XII<sup>th</sup>, Diploma, Graduation, Equivalent Degree/Certificates etc. as applicable for entering marks & a scanned copy of coloured photograph and signature ready to be uploaded while applying ONLINE.

## 10. IMPORTANT DATES:

Opening Date of ONLINE Application	18/02/2024
Closing Date of ONLINE Application	03/03/2024 (Till 23:59 hrs)
List of Provisionally Shortlisted Candidates, Date, Time & Venue for Interview	Shall be intimated later on DVC website only <a href="http://www.dvc.gov.in">www.dvc.gov.in</a> (Under Careers->Recruitment-> Recruitment Notices)
<b>Helpline No:-</b> 033-6607-25-04/32/39 (For Eligibility related queries)/033-6607-2849 (For technical issues) (During Official working hours only) Email-ID: <a href="mailto:recruitment@dvc.gov.in">recruitment@dvc.gov.in</a>	

**Note:** Any corrigendum and subsequent changes in the date of Interview/Skill Test, Venue, etc. shall be notified on the DVC website only. Therefore, all applicants are requested to visit the **Career Section (Recruitment Notices)** of the DVC website regularly for important updates.

**Executive Director (HR)  
(For & on behalf of DVC)**