



PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Office of Dy. Chief Engineer/Admn., Shakti Sadan, Patiala)

Recruitment of Various Posts in
Punjab State Transmission Corporation Limited

Punjab State Transmission Corporation Limited (PSTCL) is the transmission company managing the 400KV, 220KV and 132KV power transmission network of Punjab. PSTCL is looking for talented and committed candidates for filling up of the following posts of various categories in PSTCL against Advertisement No. CRA No. 2/PSTCL/2012: -

S. No.	Name of Post	Post Code	No. of Posts	Basic & professional Qualification	Pay Scale
1	AE/Electrical (On Training)	51	88	Full Time regular B.E./B.Tech/B.Sc. Engineering in Electrical Engineering with a minimum of 60% marks or equivalent degree recognized by AICTE or AMIE in Electrical Engineering with 60% marks from Institution of Engineers (India) Calcutta.	16650-39100 + Rs. 5800 Grade Pay
2	AE/Civil (On Training)	52	4	Full Time regular B.E./B.Tech/B.Sc. Engineering in Civil Engineering with a minimum of 60% marks or equivalent degree recognized by AICTE or AMIE in Civil Engineering with 60% marks from Institution of Engineers (India) Calcutta.	16650-39100 + Rs. 5800 Grade Pay
3	JE/Electrical	53	39	Full time regular 3/4 years Diploma in Electrical Engineering from an institute recognized by State / Central Govt. with minimum 60% marks or BE/B.Tech/B.Sc Engineering in Electrical Engineering with a minimum of 60% marks or equivalent degree recognized by AICTE or AMIE in Electrical Engineering with at least 60% marks from Institution of Engineers (India) Calcutta.	10900-34800 + Rs. 4350 Grade Pay
4	JE/Civil	54	16	Full time regular 3/4 years Diploma in Civil Engineering from an institute recognized by State / Central Govt. with minimum 60% marks or BE/B.Tech/B.Sc Engineering in Civil Engineering with a minimum of 60% marks or equivalent degree recognized by AICTE or AMIE in Civil Engineering with at least 60% marks from Institution of Engineers (India) Calcutta.	10900-34800 + Rs. 4350 Grade Pay
5	Accounts Officer	55	2	CA/ ICWA	16650-39100 + Rs. 5800 Grade pay
6	Divisional Accountant	56	4	CA Inter or ICWA inter or M.Com with minimum 60% marks with one year post qualifications	10900-34800

				experience in Finance and Accounts.	+ Rs. 4550 Grade Pay
7	UDC (Accounts)	57	8	Full time regular B.Com with minimum 60% marks.	6400-20200 + Rs. 3050 Grade pay
8	UDC (General)	58	7	Full time regular Graduation in Science/Commerce/Arts with minimum 60% marks with one year course equivalent to PGDCA Course(O level certificate) of Department of Electronics & Accreditation of Computer Course (DOEACC) of Govt. of India or a Govt. recognized Institution which is ISO-9001 certified. OR Full time regular BCA with minimum 60% marks.	6400-20200 + Rs. 3050 Grade pay
9	Sub Station Attendant (SSA)	59	190	Full time regular 3/4 years Diploma in Electrical Engg. from an institute recognized by State / Central Govt. with minimum 60% marks or BE/B.Tech/ B.Sc. Engineering in Electrical Engg. with a minimum of 60% marks or equivalent degree in respective discipline recognized by AICTE or AMIE in Electrical Engineering with at least 60% marks from Institution of Engineers(India) Calcutta	6400-20200 + Rs. 2800 Grade pay
10	Draftsman (AutoCAD)/ Electrical	60	7	Full time regular Diploma holder in Electrical Engineering having minimum 60% marks with 3 months certified course in Autocad for Electrical drawings.	10900-34800 + Rs. 4300 Grade pay
11	Draftsman (AutoCAD)/ Civil	61	3	Full time regular Diploma holder in Civil Engineering having minimum 60% marks with 3 months certified course in Autocad for Civil drawings.	10900-34800 + Rs. 4300 Grade pay
12	Electrician Grade-II	62	19	Full time regular ITI in Electrical Trade with minimum 60% marks.	6400-20200 + Rs. 2300 Grade pay

Remarks: The no. of posts shown above may increase or decrease, subject to the maximum as advertised vide CRA No. 1/PSTCL/2011.

Notes: -

- A. Educational qualifications must be from a recognized Govt. Institution/University/ Board. Qualifications and post qualification requisite experience as per details mentioned against each post should be acquired/ passed before the last date of on line registration of the applications. **However, the candidates who have appeared in the final year examination of the requisite qualification for the post can also apply, but he/she must acquire the requisite qualifications before the date of document checking and shall produce the certificate for the same. The candidate, who fails to do so even if he/she has qualified the written test, shall not be considered and no relaxation shall be given in this regard.**
- B. Candidates having Engineering Qualification in Electrical discipline is only eligible for the post of AE (Electrical) i.e. candidates having engineering degree in other field like

Mechanical/ Instrumentation & Control / Electronics & Communication etc. are not eligible to apply for the post of AE (Electrical)- Post.

- C. Graduation in Engineering (in any discipline)/ Medicine / Dental Surgery, Bachelor of Pharmacy, Bachelor of physiotherapy etc. is not covered in the eligibility criteria for the post of UDC (General). The candidates having Bachelor in Art (B.A), Bachelor in Science (B.Sc.), and Bachelor in Commerce (B.Com) or Bachelor in Computer Application (BCA) are only eligible to apply subject to other qualifying conditions as mentioned against the post of UDC (General).
- D. **PSTCL reserves its right to increase/decrease the total number of posts against various categories subject to the maximum as advertised vide CRA No. 1/PSTCL/2011.**
- E. The pay scales shown against each post is equivalent to old scales and are tentative and subject to change.
- F. **The category wise detailed breakup of each post is given in the Annexure-I enclosed. The candidates are advised to read it carefully before filling up the on line application as category once filled up cannot be changed to other category including general category.**

2. **KNOWLEDGE OF PUNJABI**

For all posts, the candidates must have passed Punjabi at least up to Matric/10th Standard up to the last date of receipt of applications (relaxable in case of November, 1984 riots affected Sikh migrant candidates to the extent of 2 years with effect from the date of joining the post).

3. **AGE LIMIT**

Age limits as on 1/1/2012 for eligibility for different posts will be as under:-

- i) Assistant Engineer/Accounts Officer - 20 to 37 years
- ii) All other posts - 18 to 37 years

4. **RELAXATION IN AGE LIMIT**

Upper age limit is relaxable as admissible under rules/instructions of PSTCL/Punjab Government. Relaxation in age in different categories subject to the condition that the candidate is meeting other eligibility criteria for the post is as given below: -

- i) SC/ST and Backward Class: 5 years over & above the normal recruitment age
- ii) Ex Serviceman: To the extent of service rendered in Armed Forces of Union of India subject to usual terms and conditions
- iii) Physically Handicapped: 10 years over and above the normal recruitment age
- iv) In case of the following, the upper age limit shall be 40 years:
 - a) Widows
 - b) Women who are legally separated from their husbands or have been divorced
 - c) Women whose husbands have been ordered by Civil or Criminal courts to pay maintenance to them
 - d) Women who have because of their desertion, been living separately from their husbands for more than two years
 - e) Women whose husbands have re-married; and
 - f) Wives of the serving military personnel and wives of those who are disabled while in Military service

5. **RESERVATION OF POSTS**

The reservation of posts for reserved categories is applicable for candidates of Punjab Domicile only. The category wise and discipline wise actual number of posts will be as per Annexure-I. **Category once filled in the Application Form will not be allowed to be changed and no benefit of other category/General category will be admissible later on.** The reserve category candidate will be required to submit requisite certificate on the prescribed format at the time of document checking, if qualified in the written test. The backlog if any, shall be filled as per instructions of Govt. of Punjab.

The SC/ BC Category certificate should be in accordance with the instructions of the Department of Welfare, Punjab and the certificate for the Physically handicapped, Ex-Serviceman, Freedom fighters and Sports persons categories should be in accordance with the instruction of the Concerned Department as per the following details: -

SC/BC	Certificate as per the instruction of the concerned department
Ex-Serviceman	Lineal Descendant certificate duly issued by the concerned District Ex-Serviceman Welfare Officer
Freedom Fighters	The requisite certificate issued by the Deputy Commissioner of the concerned district as per the instructions of the Punjab Govt.
Sports Person	The certificate regarding gradation issued by the Director, Sports Department, Punjab
Physically Handicapped Persons	The certificate shall be issued by Civil Surgeon of Govt. of Punjab. For Physically handicapped persons applying for a particular post shall be given the reservation for the extent of disability allowed as per lists of posts identified by Punjab Govt.

Note: Candidates applying under the above mentioned 6 categories should have obtained certificates before last date of on line submission of the applications.

6. **SELECTION PROCESS**

Eligible candidates will have to undergo a written test. The merit shall be prepared based on the marks secured in the written test. If two or more candidates secure same marks then their relative merit shall be determined by their age with higher age candidates shall be placed at higher merit. The candidates as per merit list shall be called for document checking for which the date shall be notified later and communication shall be sent through registered Email only. The offer of appointment for the required number of posts will be given to the successful candidates based on merit in the written test only provided the candidates are found eligible after checking of the documents relating to the various qualifications such as age, academic qualification, passing of Punjabi, experience certificate if any required and certificates in respect of reservation etc. **The minimum qualifying marks in the written test for General Category candidates is 50% and for Reserve Category candidates is 40%.** (There will be 100 multi choice objective type questions with one correct answer. Out of these 100 questions 60 questions will be on the subject of the post applied for and 40 questions from General awareness, Reasoning and English language for all posts except for UDC/General. UDC/General which shall have 100 questions covering General awareness, Reasoning, Numerical and English. There will be negative marking for a wrong answer @0.25(1/4th) of the marks allotted for correct answer).

The question paper for UDC (Accounts) and UDC (General) shall be bilingual i.e. Punjabi and English. However, the question papers for all other posts shall be in English language only.

7. ABOUT THE TEST

The information regarding the written test will be made available on our Web site www.pstcl.org from time to time. The written test is tentatively scheduled to be held in the month of September, 2012 at Patiala/Chandigarh/Jalandhar or any other centre to be intimated while sending the admit card. The test centre will be allotted by PSTCL while sending the admit card and no change of test centre will be permissible. The exact date, time and venue of the written test and information regarding despatch of Admit Cards to the eligible candidates, with instructions of the test will be made available 10 days prior to the date of the test by Email and on web site of PSTCL.

8. HOW TO APPLY

- i) **Candidates are required to apply On-line through PSTCL website in English only.** No other means/mode of submission of applications including manual/paper will be accepted under any circumstances.
- ii) Candidates should have a valid personal e-mail ID. It should be kept active during the currency of this recruitment process. Registration number, password, admit card for written test and call letter for document checking or any other important communication will be sent through the registered e-mail ID. The candidates are, therefore, requested to check regularly their e-mail for any communication from PSTCL. Under no circumstances, the candidate should share/mention e-mail ID to any other person. **Please note that the admit card for written test or any other correspondence such as call for document checking etc. will not be sent by post.**
- iii) Candidates should take utmost care to furnish the correct details while filling in on-line application. Any mistake committed by the candidate shall be his/her sole responsibility. No subsequent corrections/modifications are allowed once the online application is registered.
- iv) Before starting to fill up the on-line application, make sure that documents related to Academic Qualification as per Eligibility Criteria and other Personal Details are readily available with the candidate.
- v) Candidates are now ready to apply on-line by re-visiting the PSTCL website and going to the relevant options available.
- vi) Fill up all the information desired in the form correctly.
- vii) After applying on-line and getting the confirmation that the application has been registered, candidate can print Application and challan copy. A copy of application form and copy of the Bank challan and particulars to be filled in the challan shall be sent to his/her email. The candidates are required to open their e-mail and take printout of the application on A-4 size paper and retain it after signing the same for future requirements. Please do not send this print out to PSTCL. In addition the candidate shall take two copies of print out of the Bank Challan. The candidate will fill up the details of Application registered and details of fee to be deposited in the challan. The candidate shall deposit the fee in the any Branch of the Bank, the details of which are available in Para-11.
- viii) On successful registration of on-line application, candidates are advised not to attempt for re-registration for the same post since multiple registration number and password may create problem for candidates in future. In case of multiple registrations for the same post, the candidature is liable for cancellation/rejection without any notice/intimation to the candidate.
- ix) After obtaining the Computer transaction number from the bank on the challan, the candidate shall keep the scanned copy of photograph and signature ready before logging in PSTCL site again for final submission of the application on line. The candidate shall up load his/her

photograph, signature and details of the fee deposited in the bank as per the details given in the following paras.

- x) Photograph and signature: Scanned (digital) image of his/her photograph and signature as per the specifications given below: -

Photograph Image

- Photograph must be a recent passport size colour picture.
- Make sure that the picture is in colour, taken against a light-coloured, preferably white, background.
- Look straight at the camera with a relaxed face.
- If the picture is taken on a sunny day, have the sun behind you, or place yourself in the shade, so that you are not squinting and there are no harsh shadows.
- If you have to use flash, ensure there's no "red-eye".
- If you wear glasses make sure that there are no reflections and your eyes can be clearly seen.
- Caps, hats and dark glasses are not acceptable. Religious headwear is allowed but it must not cover your face.
- Dimensions 200x230 pixels (preferred)
- Size of file should be between 20 kb-50kb.
- Ensure that the size of the scanned image is not more than 50 kb. If the size of the file is more than 50 kb, then adjust the settings of the scanner such as the DPI resolution, no. of colours etc., during the process of scanning.

Signature Image

- The applicant has to sign on white paper with black ink pen.
- The signature must be signed only by the applicant and not by any other person.
- The signature will be used to put on the admit card and wherever necessary.
- **If the applicant's signature on the answer sheet, at the time of the examination does not match the signature on the admit card, the applicant will be disqualified.**
- Please scan the signature area only and not the entire page.
- Dimensions 140x60 pixels (preferred)
- Size of file should be between 10kb-20kb.
- Ensure that the size of the scanned image is not more than 20 kb.

Scanning the Photograph & Signature

- Set the scanner resolution to a minimum of 200 dpi (dots per inch)
- Set colour to true colour
- File size as specified above.
- Crop the image in the scanner to the edge of the photograph/signature, then use the upload editor to crop the image to the final size (as specified above)
- The image file should be JPG or JPEG format.
- Candidates using MS Windows/MS Office can easily obtain photo and signature in the jpeg format not exceeding 50 kb & 20 Kb respectively by using MS Paint or MS Office picture Manager. Scanned photograph and signature in any format can be saved in jpg format by using 'Save As' option in the File menu and size can be reduced below 50 kb (photograph) & 20 kb (signature) by using crop and then resize option in the 'image' menu.

- Similar options are available in the other photo editors also
- If the file size and format are not as prescribed, an error message will be displayed.
- While filling in the online application form the candidate will be provided with a link to upload his photograph and signature.

Procedure for uploading the photograph and signature along with fee deposit details in the bank.

- Log in with the given registration number and password given to the candidate.
 - There will be two separate links for uploading photograph and signature
 - Click on the respective link "Upload Photograph/signature"
 - Browse and select the location where the scanned photograph/signature file has been saved.
 - Select the file by clicking on it.
 - Click the 'Open/upload' button.
 - Fill up the Bank details by clicking the appropriate tab/link.
- xi) After uploading photo, signature and filling up the fee deposit details the candidate will submit his/her application and his/her registration will be confirmed. He/she can take the print out of the copy of application and intimation will be sent to him/her to his/her registered email address. Please note that the application shall not be considered as registered if the candidate has not filled up the details after depositing fee in the Bank.
- xii) Admit card for written test, containing the details of the center/ venue for the examination etc. will be sent to the candidates at their registered e-mail ID. The candidates are required to take a print out of their admit card. The candidate can also download their admit card from the PSTCL website using their registration number and the password. **Candidates will not be allowed to enter the examination hall without valid admit card.**
- xiii) Candidates are advised also to bring copy of challan and submit the same to room invigilator on the day of written examination without which the candidate may not be allowed to write the written examination.
- xiv) Candidates are advised in their own interest to apply on-line much before the closing date and not to wait till the last date for depositing the fees to avoid the possibility of disconnection/inability/failure to log on the PSTCL's website on account of heavy load on internet/website.
- xv) The PSTCL does not assume any responsibility for the candidates not being able to submit their applications within the last date on account of the aforesaid reasons or for any other reason whatsoever.
- xvi) **Please note that the above procedure is the only valid procedure for applying. No other mode of application shall be accepted.**
- xvii) Candidates serving in Govt./Semi Govt. offices, public sector undertakings are required to submit "No objection Certificate" from their employer at the time of document checking, failing which their candidatures may not be considered.
- xviii) **Mere issue of admit card will not imply that his/her candidature has been finally cleared by the PSTCL. However, in cases where a candidate had appeared in the written examination or even if, called for the document checking and such candidate does not fulfill any of the laid down selection criteria, his/her candidature will automatically be treated as cancelled at the stage. Therefore, before submitting the application, the**

candidate must ensure that he/she fulfills all the eligibility criteria as laid down in this advertisement or amendments if any issued subsequently. His/her candidature will be purely provisional subject to eligibility verification during document checking.

- xix) The decision of the PSTCL about the mode of selection to the post and eligibility conditions shall be final and binding. No correspondence will be entertained in this regard.

9. ACTION AGAINST MISCONDUCT

- i) Candidates are advised in their own interest that they should not furnish any particulars that are false, tampered, fabricated or should not suppress any material information while filling up the on-line application.
- ii) At any stage of recruitment, if a candidate is or has been found guilty of
- a) Using unfair means during the examination or
 - b) Impersonating or procuring impersonation by any person or
 - c) Misbehaving in the examination hall or taking away question booklet/answer sheet from the examination hall.
 - d) Resorting to any irregular/unfair means in connection with his/her candidature during selection process.
 - e) Obtaining support for his/her candidature by any means.

Such candidates in addition to rendering himself/herself liable to criminal prosecution, may also be liable to be disqualified from the examination hall and debarred either permanently or for a specified period from any examination/recruitment.

10. IMPORTANT DATES

- i) **Commencement of Online Registration – 17/08/2012**
- ii) **Closing date for Online Registration – 03/09/2012**

11. FEE (NON- REFUNDABLE)

The candidate is required to deposit the fee along with the application as per the details given below:-

- i) **All Categories Except SC: Rs.500/- per Application**
- ii) **SC Category: Rs.200/- per Application**

The requisite fees will be submitted through challan in any branch of State Bank of Patiala. No other mode of payment would be accepted. The candidate after completion of registration shall take printout of the filled up form as displayed after completion and challan for depositing the fee in the Bank. The candidate shall deposit the requisite fee in any of the Branch of SBOP who after accepting the fee shall allot a computer generated transaction No. and shall indicate on the challan copy to be given to the candidate by the Bank. The candidate shall revisit the PSTCL site and open the registered application by entering the registration number & password. He shall upload his photo and signature and enter the computer generated transaction number given by the Bank in the requisite form, which will complete the application receipt process and will generate confirmation copy of the registered application, which can be printed by the applicant and kept after signing the same for future use. The candidate is advised to keep the signed copy of the application form and copy of the Bank challan receipt signed by the Bank.

PSTCL shall match the receipt of the fee in the Bank with the details given by the candidate and the final acceptance of the application shall be only if the details available in the Bank are matching with the details filled by the candidate in the on-line application. Any mismatch found will lead to the cancellation of application.

12. OTHER TERMS & CONDITIONS

- i) No TA/DA will be paid for the journeys performed for the written test/ document checking/ counseling etc.
- ii) **The candidate applying for more than one post shall have to apply separately, along with necessary fees.**
- iii) Candidates are requested to mention their sub category viz-a-viz Caste in online application form.
- iv) PSTCL has no mechanism to check the certificates as the candidates are applying online. If, at any stage certificate of the candidate is found be forged/fictitious/bogus, the candidature of such candidate will be cancelled and action will be taken according to law. In case the candidate is ineligible, the application shall be rejected.
- v) Only those Government employees, if selected shall be eligible to be issued appointment letters who are certified by the Head of the Department as not having any pending disciplinary proceedings or undergoing punishment under Punjab Civil Services (Punishment & Appeal) Rules, 1970, or any other applicable rules, as the case may be, not undergoing any trial/prosecution or any other material disqualification in terms of integrity and professional misconduct and necessary NOC should be obtained from the Head of the Department.
- vi) No service benefit of any nature of previous service rendered in any department (other than PSTCL/PSPCL) will be admissible. The selected candidates will be governed by PSTCL Rules & Regulations.
- vii) In case the candidate fails to deposit the requisite fee, his/ her application shall stand automatically cancelled/ rejected and shall not be considered for further processing.
- viii) Candidates may apply for more than one post by submitting separate applications for each post along with separate requisite fee.
- ix) The list of candidates whose registration and fee is confirmed will be available on PSTCL website for candidate's reference.
- x) In case, candidate is unable to get the admit card, he/ she must contact personally at the facilitation counter to be opened before the written test and will be notified before the said examination.
- xi) Candidates must bring Admit Card on the day of written examination at the venue of the Examination Centre. The candidates without admit card will not be allowed to appear in the written examination.
- xii) The venue date and time of document checking/counseling of the candidates in merit will be available on the website www.pstcl.org.
- xiii) In case of any ambiguity/dispute or interpretation, decision of the PSTCL shall be final and binding on the candidate. Legal jurisdiction shall be subject to Local Courts at Patiala only.

**Date: 03/08/2012
Patiala**

**Dy. Chief Engineer/Admn.
PSTCL, Patiala**

Post Wise- Category Wise No. of vacancies

Annexure-I

S. No.	Name of Post	General	SC (R&O + M&B)	SC/Ex Serviceman	SC/Sports Person	BC	BC/Ex Service-man	Ex Service-man	Physically Handicap	Sports Person	Freedom Fighter	Total no. of Vacancies
1	AE (OT)/Electrical	37	24	4	1	4	2	9	4	2	1	88
2	AE (OT)/Civil	0	2	0	0	0	0	1	1	0	0	4
3	JE/Electrical	0	10	6	2	0	3	10	5	3	0	39
4	JE/Civil	0	6	1	1	0	1	4	2	1	0	16
5	Accounts Officers	0	2	0	0	0	0	0	0	0	0	2
6	Divisional Accountant	0	3	0	0	0	0	1	0	0	0	4
7	UDC (Accounts)	0	5	0	0	0	0	2	1	0	0	8
8	UDC (General)	0	0	2	0	0	0	3	2	0	0	7
9	Sub Station Attendant (SSA)	79	46	13	3	0	6	23	10	7	3	190
10	Draftsman (AutoCAD)/Elect.	4	2	0	0	0	0	1	0	0	0	7
11	Draftsman (AutoCAD) /Civil	2	1	0	0	0	0	0	0	0	0	3
12	Electrician Gr. II	9	4	1	0	1	0	2	1	1	0	19

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