



JAIPUR VIDYUT VITRAN NIGAM LIMITED

(A GOVERNMENT OF RAJASTHAN UNDERTAKING)

DEPARTMENT OF PERSONNEL

CORPORATE IDENTITY NUMBER(CIN) - U40109RJ2000SGC016486

(REG. OFFICE : VIDYUT BHAWAN, JANPATH, JAIPUR- 302005)

PH. & FAX No. – 0141-2747036

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Recruitment of Technical Helper-III

(Advertisement No. JVVNL/Karmik/Rectt./01/2021-22 dated 04.02.2022)

The State Power Distribution Companies, commonly known as DISCOMS, wholly owned by the Government of Rajasthan are engaged in the field of distribution of electricity in the State of Rajasthan. The main objective of these companies is to provide uninterrupted power supply and quality services to consumers in their respective area. For achieving this goal, three Distribution Companies are looking forward for promising and committed candidates who are willing to join these Power Distribution Companies for building their bright career.

Online applications are invited for appointment to the post of Technical Helper-III in following three Power Distribution Companies of Rajasthan whose area of Operation is detailed below:-

Name of Company	Area of Operation (Distt.)
Jaipur Vidyut Vitran Nigam Ltd. (JVVNL)	Jaipur, Dausa, Alwar, Bharatpur, Dholpur, Sawaimadhopur, Tonk, Karauli, Kota, Jhalawar, Baran & Bundi Districts.
Ajmer Vidyut Vitran Nigam Ltd. (AVVNL)	Ajmer, Sikar, Jhunjhunu, Bhilwara, Chittorgarh, Udaipur, Banswara, Dungarpur, Pratapgarh, Rajsamand & Nagaur Districts.
Jodhpur Vidyut Vitran Nigam Ltd. (Jd.VVNL)	Jodhpur, Bikaner, Pali, Sirohi, Churu, Hanumangarh, Sriganganagar, Jaisalmer, Jalore & Barmer Districts.

1. Detail of vacancies:-

Details of category-wise vacancies for the post of Technical Helper-III in each Distribution Company are as under:-

For Non-TSP

Name of Company	Category wise vacancies						Saharia	Horizontal Reservation			Total vacancies
	UR	SC	ST	BC	MBC	EWS		Ex-servicemen	Outstanding sports person	PWBD (HH)**	
JVVNL	370	164	124	216	51	103	4+3*	86*+129	21	42	1035
JdVVNL	135	59	44	77	18	37	0	111*+44	7	15	370
Total	505	223	168	293	69	140	7	370	28	57	1405

* Backlog Vacancies

** Hard of Hearing

For TSP

Name of Company	Category wise vacancies			Horizontal Reservation			Total vacancies
	UR	SC	ST	Ex-servicemen	Outstanding sports person	PWBD (HH)**	
AVVNL	41	4	35	10	1	4	80
JdVVNL	14	1	12	3	0	2	27
Total	55	5	47	13	1	6	107

**Hard of Hearing

NOTE:-

- (i) No. of vacancies can be increased or decreased depending upon requirement & availability/non-availability of vacancies due to one or other reason(s) in the concerned company. No notification/corrigendum shall be issued for any such change(s).
- (ii) "Common competitive examination" shall be conducted for all the companies, therefore, candidates are required to give their preferences in their application itself with regard to Company(s) as per their choice. Preferences given by candidates in their application forms with regard to Company(s) shall be final and irrevocable. No second opportunity shall be given for any change in preferences.
- (iii) Persons who are bonafide resident of TSP areas of Banswara, Dungarpur, Pali, Sirohi, Pratapgarh, Udaipur, Chhitorgarh & Rajsamand having "Vishesh Mool Niwas Praman Patra" are only eligible to apply against the vacancies of TSP areas.



2. Reservation:-

- (i) Reservation for SC/ST/BC/MBC/EWS/Saharia/TSP/Outstanding Sports Persons/ Ex-Servicemen & Persons with Benchmark Disabilities categories shall be as per Regulations.
- (ii) Reservation of vacancies for Outstanding sports Persons, Persons with Benchmark Disabilities and Ex-servicemen candidates are horizontal reservation and candidates must fulfil all eligibility criteria as prescribed for their respective category for selection against such reserved vacancies. Candidates selected shall be adjusted in the respective category to which such persons belong. In case, sufficient number of Ex-servicemen/ Outstanding Sports Persons/Persons with Benchmark Disabilities are not available, such unfilled vacancies shall be filled in accordance with rules.
- (iii) Reserved category candidates should belong to one of the categories notified for the Rajasthan State as SC, ST, EWS or BC/MBC (non-creamy layer).

Certificate of SC, ST, EWS or BC/MBC (non-creamy layer) issued in the prescribed format by the appropriate competent authority of Rajasthan State only will be considered as valid for availing the benefit of reservation, including relaxation in application fee.

Only such Caste Certificate will be considerable which were issued by the competent authority prior to last date of filling application form.

- (iv) BC/MBC category candidates, in support of their 'non-creamy layer status' should produce the requisite certificate issued within the last twelve (12) months or such certificate along with an affidavit in conformity with law (for 3 years only) given within the last twelve (12) months, clearly indicating that they do not belong to the "creamy layer".
- (v) Candidates under "Economically Weaker Sections (EWS)" shall be the persons who are bonafide resident of Rajasthan and not covered under the existing scheme of reservations for Scheduled Castes, Scheduled Tribe, backward Classes, More Backward Classes and whose family has gross annual income below Rs. 8.00 lakh. Family for this purpose will include the person who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse & children below the age of 18 years. The income shall include income from all sources i.e. salary, agriculture, business, profession etc. and it will be income for the financial year prior to the year of application.
- (vi) "Ex-serviceman" means a person, who is bonafide resident of Rajasthan and has served in any rank whether as a Combatant or Non-combatant in the Regular Army, Navy or Air force of the Indian Union and,

- (i) who retired from such service after earning his/her pension; or
- (ii) who has been released from the 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 engagements, otherwise than at his own request or by way of dismissal or 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:-
 - (a) pension holders for continuous embodies service;
 - (b) persons with disability attributable to military service; and
 - (c) Gallantry Award Winners, or
- (v) Ex-recruits boarded out or released on medical grounds and granted medical/disability pension.

NOTE:- A person who has retired after earning his or her pension or is retiring within forthcoming one year but has obtained no-objection certificate (NOC) from the competent authority, shall be eligible to apply for the post but shall have to submit proof of retirement to the appropriate appointing authority before joining. If an ex-servicemen applies on the basis of NOC and get selected before actual retirement, the appointing authority may relax the joining period and he shall be allowed to join the post within a period of two months of his retirement.

- (vii) The vacancies reserved for “Outstanding Sports Persons” shall mean sports persons who are bonafide resident of state of Rajasthan and-
 - (i) represented Indian Team in individual or in Team event in any international tournament / championship of any Sports & Games, mentioned in the Column no. 3 of table given below organized by the international sports body mentioned in column number 2 of the said table -

S.No.	International Sports Body	Name of the tournament /Championship
1	2	3
1	International Olympic Committee (IOC)	Olympic Games (Summer)
2	Olympics Council of Asia (OCA)	Asian Games
3	South Asian Olympics Council (SAOC)	South Asian Games; commonly known as SAF games
4	Commonwealth Games Federation (CGF)	Commonwealth Games

5	International Sport Federation affiliated to IOC	World Cup /World Championship
6	Asian Sports Federation Affiliated to OCA	Asian Championship
7	International School Sports Federation[ISSF]	International School Games/ Championship
8	Asian School Sports Federation [ASSF]	Asian School Games/ Championship

or

(ii) Medal Winner in the individual or in team event in any School National Games of any Sports and Games organized by the School Games Federation of India,

or

(iii) Medal Winner in the individual or in team event in any National Tournament/Championship of any Sports & Games, organized by the Indian Olympic Association or its affiliated National Sports Federation (NSF);

or

(iv) Medal Winner in the all India Inter University Tournament in individual or in Team event in any Sports & Games, organized by the association of the Indian Universities,

or

(v) Represented Rajasthan in individual or in a team event in national games/national para games or national championship/para national championship of any sports and games, organized by the Indian Olympic Association/ Para Olympic Committee of India or its affiliated National Sports Federation.”

(viii) Candidates belonging to TSP areas of Rajasthan should clearly indicate in this regard otherwise they could not be allowed benefits against vacancies reserved for “**TSP Areas**”. For TSP Areas candidate must have “**Vishesh Mool Niwas Praman Patra**”.

(ix) Candidates belonging to Saharias of Rajasthan should clearly indicate in this regard otherwise they could not be allowed benefits against vacancies reserved for “**Saharias**”. Candidates belonging to Saharia must be bonafide resident of **BARAN** District.

(x) Persons with Benchmark Disabilities of ‘**Hard of Hearing**’ (**HH**) only are eligible for reservation. A person applying as Persons with Benchmark Disabilities must be issued a certificate of disability of 40% or more by the Medical Board.

3. **Educational Qualification:-**

Candidate must possess the qualification of Secondary from RBSE/CBSE or any equivalent Board alongwith ITI (NCVT/SCVT)/NAC or equivalent qualification in the trade of Electrician/ Lineman/SBA/Wireman/Power Electrician.

NOTE:-

1. A Candidate must possess requisite qualification on the date fixed for document verification.
2. Certificate/Diploma of Indian Army/Navy/Air Force considered equivalent to ITI(NCVT/SCVT)/NAC will only be considered equivalent qualification. Diploma in Engineering or any higher qualification will not be considered equivalent to ITI (NCVT/SCVT)/NAC.
3. A person who has appeared or is appearing in the final year examination of the aforesaid requisite educational qualification, shall be eligible to apply for the post, but he/she shall have to submit proof of having acquired the requisite educational qualification at the time fixed for documents verification after online competitive examination. The date of declaration of result/issuance of marks-sheet of educational qualification shall be deemed to be the date of acquiring the qualification.

4. Age:-

The candidate must have attained the age of 18 years and should not be more than 28 years on 01.01.2023. However, as direct recruitment in Discoms was not done in previous two year(s), two years relaxation in upper age limit shall be admissible.

The upper age limit mentioned above shall also be relaxed by:-

- (i) 5 years in the case of candidate belonging to the Scheduled Castes (SC), Scheduled Tribes (ST), Backward Classes – Non Creamy Layer (BC-NCL), More Backward Classes - Non Creamy Layer (MBC-NCL) and Economically Weaker Sections (EWS).
- (ii) The upper age limit mentioned above shall be relaxed by 5 years in respect of Persons with Disabilities.
- (iii) For Ex-servicemen, the upper age limit shall be 50 years.
- (iv) The upper age limit mentioned above shall be relaxed to the extent of the period of such training/service for which the candidate has undergone apprenticeship training or rendered service on relevant technical job in any capacity (i.e. Daily Rated/Work Charge/Contract Service) in concerned Nigam, subject to maximum 05 years.
- (v) The upper age limit mentioned above shall not apply in the case of an ex-prisoner who had served under the Government/Nigam on a substantive basis on any post before his conviction and was eligible for appointment under the Regulations.
- (vi) The upper age limit mentioned above shall be relaxable by a period equal to the term of imprisonment served in the case of ex-prisoner who was not overage before his conviction and was eligible for appointment under the Regulations.
- (vii) The upper age limit mentioned above shall be relaxable by a period equal to the service rendered in the N.C.C. in the case of Cadet Instructors and if the resultant age does not

exceed the prescribed maximum age limit by more than three years, they shall be deemed to be within the prescribed age limit.

- (viii) There shall be no age limit in the case of persons repatriated from Pakistan during the 1971 Indo-Pak war.

Note:- The provisions of age relaxation is non-cumulative i.e. relaxation may be claimed under any one provision. Relaxation admissible under any two classes would not be clubbed, except in the case of Persons with Disabilities. Relaxation in upper age limit as admissible to Persons with Disabilities as per para (ii) above shall be in addition to the relaxation admissible in case of various vertical and horizontal reservation.

5. Physical Fitness:-

Candidates must be in good mental or bodily health and free from any mental or physical defect likely to interfere with the efficient performance of his duties as a member of service and if selected, must produce a certificate to that effect from a Medical Authority as may be notified by the Nigam for the purpose.

6. Emoluments/Salary:-

Candidates on appointment will be initially appointed as "Probationer Trainee" for a period of two years and during period of Probation Training they will be paid fixed remuneration of Rs.13,500/- per month. **On successful completion of Probation Training period, they will be fixed at minimum of Level-4 in Pay Matrix i.e. Rs.19,200/- per month.**

7. Selection Procedure:-

- (i) Computer based "common competitive examination" for the post of Technical Helper-III shall be conducted through online mode. The selection process will consist of two phases i.e. Pre & Main examinations. The pre-examination will only be for screening and shortlisting of candidates. There shall be no weightage of marks secured in pre examination for preparing final merit after main examination. The pre examination shall consist of objective type questions on General Awareness and Technical Knowledge. There shall be 100 questions carrying 1 mark for each. The break-up of question paper, marks and syllabus shall be as hereunder :-

Subject	Syllabus & Standard	Question	Max. Marks	Time
General Awareness & Technical Knowledge	Elementary Maths & General Science	10	10	2:00 Hrs.
	Current Affairs, Geography and Natural Resources, Agriculture & Economic Development, History & Culture of Rajasthan	35	35	



	Current Affairs, Geography and Natural Resources, Agriculture & Economic Development, History & Culture of India and World	05	05
	Technical knowledge and skill based on syllabus of ITI/NAC in the Trades concerned.	50	50
Total		100	100

- (ii) All candidates applying for the post of TH-III will have to appear in the pre-examination. The number of candidates to be admitted in the main examination will be 10 times the total number of vacancies, but in the said range all those candidates who secure the same marks as may be fixed for any lower range will be admitted to the main examination.
- (iii) Main examination shall consist of two parts. The standard and syllabus of part 'A' and part 'B' shall be as under: -

Subject	Syllabus & Standard	Question	Max. Marks	Time
Part A- General Awareness	General Science	5	5	2:00 Hrs.
	Elementary Maths	5	5	
	Current Affairs, Geography and Natural Resources, Agriculture & Economic Development, History & Culture of Rajasthan	30	30	
	Current Affairs, Geography and Natural Resources, Agriculture & Economic Development, History & Culture of India and World	10	10	
Part B- Tech. Knowledge/ Skill	The standard and syllabus will be of Technical knowledge and skill based on syllabus of ITI/NAC in the Trades concerned.	100	100	
Total		150	150	

- (iv) The Question Paper of phase I & phase II i.e. Pre and Main shall consist of 'Objective Type Question' with five options as answer. The Question Paper shall be 'bilingual' i.e. both in English & Hindi, but in case of any confusion/ambiguity with regard to interpretation or printing error, the English version of question shall prevail. The part of Technical Knowledge in pre and main exam shall be common for all trades i.e. Electrician/Lineman/ SBA/Wireman/Power Electrician.

- (v) There shall be no negative marking.
- (vi) There shall be no minimum pass marks in Pre examination, however candidates appearing in the main examination shall be required to obtain minimum 30 percent marks for selection in UR category. Relaxation of 5 percent in such minimum pass marks shall be given to candidates belonging to SC/ST/BC-NCL/MBC-NCL/EWS/Ex-servicemen & PwBD.
- (vii) One and half times of category wise candidates be called for documents verification on the basis of common merit list for all Companies prepared as per marks secured in Main examination.
- (viii) The final selection of the candidates will be based on the common merit list prepared on the basis of marks secured in the Main examination and preference of Company, subject to documents verification. In case two or more candidates secure equal marks in Main examination, their merit shall be decided as per their date of birth i.e. elder candidate shall be placed higher in the merit list, provided that preference shall be given to PwBD and apprentices as per rules.
- (ix) There shall be no interview.
- (x) For selection against “unreserved” vacancies, candidates must be eligible for appointment as “unreserved” candidate. Those candidates who have availed any relaxation except fees shall be considered as ineligible for selection against “unreserved” vacancy.
- (xi) Selected candidates equal to number of vacancies shall be offered appointment and there shall not be wait list of candidates. The candidates called for documents verification but not offered appointment shall have no right of consideration against any vacancy remain unfilled due to non-joining or any other reason.
- (xii) If the examination is conducted in more than one session then procedure of normalization of score will be followed.
- (xiii) The possibility of occurrence of some problem in the administration of the examination cannot be ruled out completely which may impact test delivery and/or result from being generated. In that event, every effort will be made to rectify such problem, which may include movement of candidates, delay in test. Conduct of a re-exam is at the absolute discretion of test conducting body. Candidates will not have any claim for a re-test. Candidates not willing to move or not willing to participate in the delayed process of test delivery shall be summarily rejected from the process.

8. CENTRE OF EXAMINATION:-

- (i) The Centre for examination will be kept in Rajasthan preferably in Jaipur, Kota, Ajmer, Udaipur, Jodhpur, Bikaner, Sriganganagar, Hanumangarh, Sikar and Alwar. Candidates are advised to give preference for exam centres as per their choice, but allotment of centres will be done as per administrative convenience and availability of seats.

- (ii) The exam will be conducted only through online mode at venue given in the respective call letter.
- (iii) Choice of Centre once exercised by the candidate will be final.
- (iv) No request for change of centre/venue/date/session for Exam shall be entertained.
- (v) JVVNL reserves the right to cancel/alter any of the Examination Centres and /or add some other Centres, at its discretion, depending upon the responses, administrative feasibility, etc.
- (vi) Candidate will appear for the exam at an Examination centre at his/her own risks and expenses. JVVNL will not be responsible for any injury or losses, etc. of any nature.
- (vii) **If sufficient number of candidates do not opt for a particular centre for “Online” exam or if the number of candidates is more than the capacity available for online exam at a centre or due to any other reason, JVVNL reserves the right to allot any centre other than the centre opted for.**

9. Disqualification for appointment:-

- (1) No candidate who has more than one spouse living shall be eligible for appointment to the Service unless the Nigam, after being satisfied that there are special grounds permissible under the Personal Law for doing so, exempt any candidate from the operation of this regulation.
- (2) No candidate who is married to a person having already a spouse living, shall be eligible for appointment to the service unless the Nigam, after being satisfied that there are special grounds for doing so, exempt any candidate from the operation of this regulation.
- (3) No married candidate shall be eligible for appointment to the Service, if he/she had at the time of his/her marriage accepted any dowry.

Explanation: For the purpose of this sub-regulation, “Dowry” has the same meaning as in the Dowry Prohibition Act, 1961(Central Act 28 of 1961).

- (4) No candidate shall be eligible for appointment to the service who has more than two children on or after 01.06.2002.

Provided that:-

- (i) The candidate having more than two children shall not be deemed to be disqualified for appointment so long as the number of children he/she has on 1st June, 2002, does not increase.
- (ii) Where a candidate has only one child from earlier delivery but more than one child are born out of a single subsequent delivery, the children so born shall be deemed to be one entity while counting the total number of children.

- (iii) While counting the total number of children of a candidate, the child born from earlier delivery and having disability shall not be counted.

Provided also that any candidate who performed remarriage which is not against any law and before such remarriage he is not disqualified for appointment under the above provisions, he shall not be disqualified if any child is born out of single delivery from such remarriage.

Note:- While counting the total number of children of a candidate, the adopted child shall not be counted but the child given on adoption shall be counted in total number of children.

- (5) A candidate who is or has been declared guilty of impersonation or of submitting fabricated documents which have been tampered with or of making statements which are incorrect or false, or of suppressing material information, or of using or attempting to use unfair means in the examination or documents verification or otherwise, resorting to any other irregular or improper means for obtaining admission to the examination shall, in addition to rendering himself liable to criminal prosecution, be debarred from admission to any examination held by Nigam for selection of candidates.

10. Character:-

The character of candidate for appointment must be such as to qualify him for employment in the service, as per relevant service regulations.

11. Duration for submitting online application:- 09.02.2022 to 28.02.2022.

12. Application Fee:-

- (i) The application fee payable is as under:-

S.No.	Category	Application fee (Rs.)
1.	UR(Gen.) if annual income of family is Rs. 2.50 Lakh or more	Rs. 1200/- (including GST)
2.	UR(Gen.) if annual income of family is less than Rs.2.50 Lakh/SC/ST/BC-Non Creamy Layer/ MBC-Non Creamy Layer/ EWS/PwBD(HH).	Rs. 1000/- (including GST)

- (ii) Bank Transaction charges for Online Payment of application fees/intimation charges will have to be borne by the candidate.
- (iii) Payment of Fee through Online mode is available only from 09.02.2022 to 28.02.2022.
- (iv) Those UR(Gen.) category candidates whose annual family income is less than Rs.2.50 Lakh and are depositing Rs 1000/- as application fee on this ground, will have to produce documents in support of their annual family income at the time of documents verification.

- (v) Benefit of reserved posts is not admissible to candidates of creamy layer of BC/MBC category. Such candidates are considered in UR (Gen) category and shall deposit fee of Rs 1200/-.
- (vi) SC/ST/BC/MBC/EWS category candidates belonging to any State other than Rajasthan, shall be treated as “Unreserved (General)” category candidate. They should apply under the UR(Gen) category by depositing fee of Rs 1200/-.
- (vii) Application fee once paid shall neither be refunded in any circumstances, nor it can be reserved for any other recruitment or selection.

13. Payment of Fee:-

- (i) The application form is integrated with the payment gateway and the payment process can be completed by following the instructions.
- (ii) The payment can be made by using Debit Cards (RuPay/Visa/Master Card/Maestro), Credit Cards, Internet Banking, IMPS, Cash Cards/Mobile Wallets, UPI.
- (iii) After submitting 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”.*
- (iv) On successful completion of the transaction, an “E-Receipt” will be generated.
- (v) Non-generation of ‘E-receipt’ shall be treated as PAYMENT FAILURE. On failure of payment, candidates are advised to login again using their Provisional Registration number and Date of Birth and repeat the process of payment.
- (vi) 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.**
- (vii) To ensure the security of data, close the browser window once transaction is completed.
- (viii) There is facility to print application form containing fee details after payment of fee.

14. Procedure of Submitting Online Application and depositing Application Fee (Non Refundable):-

All eligible candidates are required to apply online on any of the following websites from 09.02.2022 to 28.02.2022. Application through no other mode will be accepted:-

- www.energy.rajasthan.gov.in/jvvn1
- www.energy.rajasthan.gov.in/avvn1
- www.energy.rajasthan.gov.in/jdvvn1



15. Before applying online, every candidate should ensure that:-

- (i) Not more than one application should be submitted by any candidate. In case of multiple Applications, only the latest valid (completed) application will be retained and the application fee/intimation charges paid for the other multiple registration(s) will stand forfeited.
- (ii) Candidate has valid personal email ID and mobile number. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new e-mail ID and mobile number before applying on-line and must maintain the email account and mobile number throughout this recruitment process. JVVN will send intimation to download call letters for the Examination, etc. through the registered e-mail Id. JVVN will not be responsible for bouncing back of any e-mail/SMS sent to candidates.
- (iii) The candidate should give his/her preference with regard to companies/nigam as per his /her choice. No second opportunity shall be given, for any change in preference thereafter.

16. Submitting online Application form:-

- (i) Candidate will have to go to one of the above websites and click on the option “**Apply Online**” which will open a new screen.
- (ii) To register application, choose the tab “**Apply Online**” and enter Name, Contact details and E-mail id and all other details. A Provisional Registration Number will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number. An Email & SMS indicating the Provisional Registration Number will also be sent.
- (iii) 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/ identity proof. Any change/alteration found may disqualify the candidature.
- (iv) Click on the “preview tab” to preview and verify the application form before “SUBMIT”.
- (v) 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 “SUBMIT” button.
- (vi) Candidates can proceed to upload Photograph, Signature & Hand written declaration as per the specifications given in the Guidelines for “Scanning and Uploading of Photograph, Signature & Hand Written Declaration” detailed hereunder.
- (vii) Click on “Payment’ Tab and proceed for payment of ‘Fee’.



17. Guidelines for Scanning and uploading of Photograph (4.5cm X 3.5cm) , Signature & Hand Written Declaration:-

Before applying online, a candidate will be required to have a scanned (digital) image of his/her photograph, Signature & Hand written declaration as per specification given below: -

If the photo is not uploaded at the place of photo, admission for examination will be rejected /denied. Candidate him/her self will be responsible for the same.

Candidate must ensure that photo to be uploaded is of required size and the face should be clearly visible.

(i) Photograph Image:

- Photograph must be a recent passport style colour picture with front view (with out mask).
- Make sure that the picture is in colour, taken against a light-coloured, preferable 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 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.
- Dimension 200 X 230 Pixels (preferred).
- Size of file should be between 20KB -50KB.
- Ensure that the size of the scanned image is not more than 50KB. If the size of the file is more than 50KB then adjust the settings of the scanner such as the DPI resolution, no. of colours, etc., during the process of scanning.

(ii) 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 attendance sheet and wherever necessary.
- The applicant's signature obtained on the call letter and attendance sheet at the time of the examination should match the uploaded signature. In case of mismatch, the applicant may be disqualified.
- Dimensions 140 X 60 pixels (preferred)
- Size of file should be between 10KB-20KB.
- Ensure that the Size of scanned image is not more than 20KB.
- Signature in CAPITAL LETTERS shall not be accepted.

(iv) Hand Written Declaration:

- The text for the hand written declaration is as follows:-



“I, _____ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required.”

- Hand written declaration should not be written in CAPITAL LETTERS.
 - The applicant has to write the declaration in English clearly on a white paper with black or blue ink.
 - The hand written declaration should be of the applicant and not by any other person.
 - Hand written Declaration
 - File Type: - jpg/jpeg.
 - Dimensions: - 800 x 500 pixels in 200 DPI (preferred for required quality) i.e. 10 cm * 5 cm (Width * Height).
 - File Size:- should not exceed 100KB.
- (v) Scanning the Photograph, Signature & Hand written declaration:
- 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/hand written declaration, 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. An example file name is: image01.jpg or image 01.jpeg Image dimension can be checked by listing the folder files or moving the mouse over the file image icon.
 - Candidates using MS Windows/MS office can easily obtain photo, signature and hand written declaration in .jpeg format not exceeding 50KB, 20KB & 100 KB respectively by using MS Paint or MS office Picture Manager. Scanned photograph, signature and hand written declaration 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) & 100 KB (hand written declaration) by using crop and then resize option (Please see point (i), (ii) & (iii) above for the pixel size) in the 'Image' menu. Similar options are available in other photo editor 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 / her photograph, signature & hand written declaration.
- (iv) Procedure for Uploading the Photograph, Signature & Hand written declaration:
- There will be separate links for uploading Photograph, Signature & Hand written declaration.
 - Click on the respective link “Choose File for Photo / Signature/ Hand written declaration” and select the location where the scanned Photograph / Signature/ Hand written declaration file has been saved.
 - Select the file by clicking on it.



- Click the "Upload" button
- (v) Online Application will not be registered unless photograph, signature & Hand written declaration uploaded as specified.
- (vi) In case the face in the photograph or signature is unclear the candidate's application may be rejected. After uploading the photograph / Signature/ Hand written declaration in the online application form candidates should check that the images are clear and have been uploaded correctly. In case the photograph/ Signature/ Hand written declaration is not prominently visible, the candidate may edit his/her application and re-upload his /her photograph/ signature/ Hand written declaration, prior to submitting the form.
- (vii) Candidate should also ensure that photo is uploaded at the place of photo, signature at the place of signature & Hand written declaration at the place of Hand written declaration. If photo in place of photo, signature in place of signature and Hand written declaration at the place of Hand written declaration is not uploaded properly, candidate will not be allowed to appear for the exam
- (viii) **After registering online, candidates are advised to take a printout of their "E-receipt" and system generated "online application forms". These documents will be required at the time of document verification.**

18. Downloading of Call Letter :

- (i) Candidates will have to visit any one of the above websites for downloading call letter for online test. Intimation for downloading call letter will 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 (ii) Date of Birth for downloading the call letter. Candidate needs to affix recent recognizable photo graph on the call letter preferably the same as provided during registration and appear at the examination centre with (i) Call letter (ii) Photo Identity proof as specified in the call letter and photocopy of the same Photo Identity Proof as brought in original.
- (ii) Candidates reporting late i.e. after the reporting time specified in the call letter for Exam 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 two hour, 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, giving of instructions, etc.

19. Identity Verification :

In the examination hall as well as at the time of documents verification, the call letter along with original and a photocopy of the candidate's currently valid photo identity (bearing exactly the same name as it appears on the call letter) such as PAN Card/ Passport/ Permanent Driving



Licence/Voter ID card /Aadhar card with a photograph / bank passbook with photograph should be submitted to the invigilator for verification.

The candidates 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 and learner's driving license are not valid id proof for this purpose.

20. Verification of documents:-

- (i) For verification of documents, successful candidates limited to one and half times of vacancies under each category shall be called in order of merit as per point No. 7(vii).
- (ii) It shall be mandatory for the candidates to appear with the following original documents alongwith one set of self-attested Photostat copy of the same on the date intimated for the purpose before the committee, for verification of his/her original documents:-
 - (a) System generated printout of application with candidate's scanned photograph and signature;
 - (b) Printout of the E-Receipt of fee deposited;
 - (c) Certificate and Marks-Sheet of ITI/NAC;
 - (d) Secondary School Certificate and Mark-Sheet in support of date of birth;
 - (e) Original & photocopy of Aadhar Card/PAN Card;
 - (f) Certificate of SC/ST/EWS/Saharias or BC/MBC of non-creamy layer, as the case may be, issued by the concerned competent authority of Rajasthan State only (if applicable);
 - (g) Bonafide resident certificate, issued by the competent authority;
 - (h) Marriage registration certificate issued by the concerned competent authority (if married);
 - (i) In case of married candidates, an affidavit clearly indicating name and date of birth of all children, including adopted and step children or an affidavit, if having no children on non-judicial stamp paper of Rs. 50/- duly attested by notary public.
 - (j) Certificate of good character from the competent authority of the University or Institute where last educated and two certificates written not more than six months prior to the last date prescribed for filling-up the application, from two responsible persons not connected with his School or Institute or University and not related to him/her;
 - (k) An Affidavit on non-judicial stamp paper worth Rs. 50/- duly attested by Notary Public that no criminal case is pending against him/her in any Court and he/she has not been convicted in any criminal case. If he/she has been convicted or any



criminal case is pending against him/her, details should be mentioned in the Affidavit;

- (l) Certificate/relevant document issued by the concerned Competent Authority for claiming reservation against vacancies reserved for TSP Area/Saharias/ Outstanding Sports Persons/Ex-Servicemen/PwBD.
 - (m) If availed, age relaxation under Clause 4(iv), experience certificate issued by any officer not below the rank of Assistant Engineer of concerned Nigam, clearly indicating the period of training.
 - (n) In case of having any disabled child, the Medical Certificate issued by the competent authority regarding his/her disability.
 - (o) Certificate for COVID-19 full vaccination.
- (iii) In case a candidate does not appear for verification of documents at the scheduled time & date, his/her candidature is liable to be rejected automatically.
- (iv) A “common merit list” shall be prepared amongst candidates found eligible for appointment after documents verification. Appointment and allotment of company shall be done from such “common merit list” based on their merit, preference for company and category – wise vacancies.

21. Employment of irregular or improper means:-

A candidate who is or has been decided guilty of impersonation or of submitting fabricated documents which have been tampered with or of making statements which are incorrect or false, or of suppressing material information, or of using or attempting to use unfair means in the exam or documents verification or otherwise, resorting to any other irregular or improper means for obtaining admission to the examination or appearance at any stage for selection, shall, in addition to rendering himself liable to criminal prosecution, be debarred from admission to any examination or appearance at any stage for selection held by Nigam.

22. Canvassing:-

No recommendation for direct recruitment and/or selection either written or oral, other than that required under the regulation, shall be taken into consideration. Any attempt on the part of a candidate to enlist support directly or indirectly for his/her candidature by any means, may disqualify him/her for recruitment.

23. Other Instructions:-

- (i) Candidates are required to give their priorities/preferences in their application itself with regard to Company(s)/Nigam(s) as per their choice. Priorities/preferences given by candidates in their application forms with regard to Company(s)/Nigam(s) shall be final and irrevocable. No second opportunity shall be given for any change in preferences, thereafter.

- (ii) Before applying, every candidate is required to ensure at his/her own that he/she fulfils the eligibility criteria and other conditions as mentioned in the advertisement as well as on the website. Candidates should also ensure that particulars submitted by him/her are correct in all respect.
- (iii) Candidates having registration in Employment Exchanges, Manpower Planning Department etc., shall also be required to apply through the same procedure.
- (iv) Permission at all stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria and also presuming that all information submitted by the candidate is complete & correct. Verification of documents/checking of eligibility criteria with reference to original documents as well as other terms & conditions will be done only at the time of verification of documents and thereafter.
- (v) Candidature of a candidate is liable to be rejected automatically at any stage of recruitment process if any information provided by the candidate is found incomplete/incorrect/false or he/she has suppressed any information/material fact or is not found in conformity with the eligibility criteria mentioned in the advertisement or involved in process violation. If, at any time during recruitment or even after joining service by a candidate, any such shortcoming is noticed, his/her services are liable to be terminated without any notice.
- (vi) On appointment, all the selected candidates will be required to furnish a Bond and Surety in support thereof as per Regulations. All terms & conditions prescribed for appointment as a Probationer Trainee shall also be applicable.
- (vii) Candidates are advised to remain in constant touch with these websites of Vidyut Vitran Nigams and regularly check their email account for information pertaining to this recruitment process. No information will be sent by post or through any other mode separately.
- (viii) JVVNL reserves the right to cancel/restrict/modify/alter the recruitment process, if needed, without issuing any notice.
- (ix) Decision of JVVNL in all matters relating to recruitment will be final and binding on the candidates. No correspondence or personal enquiries shall be entertained by the JVVNL in this behalf.
- (x) Legal jurisdiction will be Jaipur in case of any dispute.

Help Line will be available for candidates on mobile number 9414000611. Willing candidates may avail benefit of this facility on working days between 11:00 AM to 05:00 PM w.e.f 09.02.2022


(Rakesh Sharma)
Chief Personnel Officer