

MAHARASHTRA ENERGY DEVELOPMENT AGENCY (MEDA)



Advertisement No. MEDA 01/2019

OPPORTUNITIES IN SPEEDLY GROWING NEW & RENEWABLE ENERGY SECTORS - YOUR OPPORTUNITY TO WORK FOR MEDA	MAHARASHTRA ENERGY DEVELOPMENT AGENCY (MEDA) Maharashtra Energy Development Agency (MEDA), Pune is Govt. of Maharashtra (GoM) Institution, working as a Nodal agency under Ministry of New & Renewable Energy (MNRE), Govt. of India for development & promotion of renewable energy sources in the State. MEDA is also promoting use of renewable and energy conservation through various awareness programmes in all sectors of economy. Govt. of Maharashtra has notified MEDA as "Designated Agency" for implementation of Energy Conservation Act, 2001 & related schemes in the State.
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1. Number of Vacancies:

Name of the Post	OPEN	SC	TOTAL
GENERAL MANAGER	1	1	2

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

2. Scale of Pay:

Scale of Pay: Rs.15600-39100, **Basic:**21900, **Grade Pay:**7600

Note: The selected candidates are entitled to DA, HRA, CPF and Gratuity etc. as per MEDA Rules.

3. Pre-requisites:

NAME OF POST	QUALIFICATION	EXPERIENCE
General Manager	First Class Engineering graduate from a recognized University in Environment/ Electrical Engineering and Non-Conventional and Renewable Energy Source etc Post Graduates/PhD's preferred	12 -15 years out of which at least 10 years experience in Renewable energy sector.

Note: i) A Degree should be from a University or Institute in India established or incorporated under Central Act or a State Act or any other qualification Recognized as equivalent there to.

- The experience wherever prescribed be considered as the post qualification experience i.e., experience acquired after possessing essential qualification.

3.1 Pre-requisites are minimum and mere possession of the same does not entitle the candidate to be called for Selection process. The candidates will be shortlisted commensurate with the number of vacancies. The post advertisement is of senior level position.

4. **Age Limit as on 26 /08/ 2019: Not More than 45 Years**

- Upper age limit is relaxable by 5 years for the candidates belonging to backward classes and applied against the posts reserved for backward class.
- Date of birth as per Secondary School Certificate (SSC) and age as **on 26/08/2019** should be mentioned in the application.
- Upper Age limit for departmentals Manager cadre candidates shall be such that he should have minimum 5 years qualifying service for superannuation. For Calculating balance service upto superannation shall be from 26.08.2019. Departmental candidate means employees of MEDA only.

5. **Reservation:**

- Maharashtra State Public Services (Reservation for Schedule Castes, Schedule Tribes, Denotified Tribes (Vimukta Jatis), Nomadic Tribes, Special Backward Class and Other Backward Classes) Act 2001 has been enforced by the Govt. of Maharashtra from 29th January, 2004. As per the provision under Sub -section 2 (ii) of Section -4 of this Act, the principle of Creamy-Layer has been made applicable to all categories except Schedule Castes and Scheduled Tribes i.e. VJ(A), NT(B), NT(C) , NT(D), OBC, SEBC category. The candidates should produce current years Non -Creamy Layer Certificate in the prescribed form issued by appropriate authority as per Govt.of Maharashtra Circular No.CBC -10/ 2006/ PK15/BCR -5 dated 5/6/2006, along with application.
- For claiming the benefit of reservation under Backward Class category, the candidates should produce a caste validity certificate issued by Caste Scrutiny Committee. The candidates applying without caste validity certificate of caste claim, if selected, will be appointed provisionally only after submission of proof of submission of documents to appropriate Caste Scrutiny Committee for caste validity as per G.R.No.BCC - 2009/P.No.291/09/16 -B dated 05/11/2009.
 - The caste certificate issued by appropriate Competent Authority of Maharashtra State only will be considered as valid for availing the benefit of reservation in including application fees.
 - The candidates should be domicile of Maharashtra State and should be of the category notified by the Maharashtra State viz (a) Scheduled castes

(including S C category person who has adopted Buddha Religion) (b) Scheduled Tribes(c)VJ-A, NT-B,NT-C, NT-D, OBC, and (d) SEBC etc.

- Once the caste/ tribe is notified in application form, it cannot be changed at any state later on.

6. Methodology of Selection:

- The candidates will be shortlisted for selection process taking into consideration the qualification, experience, job responsibility etc.
- The candidates will be shortlisted for personal interview.
- The list of applicants shortlisted for selection process and rejected candidates with reasons will be made available on the website of the MEDA. Similarly the list of finally selected candidates will also be displayed on the website.
- The recruitment in MEDA is done strictly as per merit in a systematic way giving appropriate weightage to various selection tools.
- Canvassing in any form will disqualify a candidate.
- If, any false/ incorrect information furnished by the candidate and is detected at any stage of recruitment process, his/her candidature will not be considered.
- If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/ she will be disqualified and if appointed, shall be liable for dismissal from the MEDA's service without any notice or assigning any reasons whatsoever.
- The decision of the MEDA in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
- In case of departmental employee, if they furnish any wrong information or suppress the material fact, his/ her candidature is liable to be cancelled and action as per the provisions of Service Regulations will be initiated against them.
- The selection of departmental candidate will be subject to verification of disciplinary actions and vigilance enquiries in process/ contemplated and other service records. The decision of the MEDA in this regard shall be final and no individual representations will be entertained.

7. Time Schedule :

- Last date of receipt of application : **10/09/2019**
- The Selection Process will be held at Pune tentatively during September 2019 (Second/ Third Week) .

8. Application Fee

- Candidates shall pay the requisite fee by way of demand draft favouring “MEDA PUNE” as below:
Open Category : Rs.600 + 18 % GST = Rs.708
Reserved Category : Rs.300 +18 % GST = Rs.354
- Fees in the form of Postal Order/Money Order/Cash will not be accepted.
- In case selection process could not be conducted for any reason, the fees paid will not be refunded.

9. Procedure to apply

- Candidates applying for the posts advertised should ensure that they fulfill all eligibility criteria. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement.
- This advertisement is published subject to the provisions of Maharashtra Civil Services (declaration of Small Family) Rules, 2005, prescribing declaration of the small family as one of the essential qualifications.
- Employees working in Govt. / Semi Govt. Undertaking will have to produce ‘No Objection Certificate’ at the time of interview.
- Applications received after due date will not be entertained. The MEDA is not responsible for postal delay. The candidates are advised to keep photocopy of the Application posted.
- Application in an envelope is required to be submitted for the said post applied. Incomplete applications and those not supported by attested copies of certificates are liable to be summarily rejected.
- Send your Application Form along with copies of Testimonials in support of age, caste, caste validity certificate, qualifications, experience, etc;

wherever necessary and Demand Draft to the office of the Director General MEDA, 2nd Floor, MHADA Commercial Complex, Opp. Tridal Nagar, Yerwada, Pune-411 006 by Speed / Registered Post so as to reach on or before 10/09/2019 in working hours. Post applied for must be written on the envelope clearly. Applications received without documents and after due date (for whatsoever reason) shall not be entertained and will be summarily rejected.

10. How to Apply:

- **Candidates are required to have a valid personal email ID** . It should be kept active during the currency of this recruitment. The Company will send intimation about in-basket exercises and group discussion test, interview etc. through the registered email ID. **Under no circumstances, he/she should share/mention email ID to/or of any other person** .

- Candidates should paste photograph & signature in the application.
- In case, a candidate does not have a valid personal email ID, he/she should create his/her new email ID before submitting application form.
- Incomplete application / application not in prescribed format and those not supported by attested copies of certificates (duly attested by Govt. Gazetted Officer / Principal of Colleges / Post Master) are liable to be summarily rejected.
- **The name of the candidate or his / her father / husband name, caste etc. should be spelt correctly in the application as it appears in the certificates / mark sheets. Any change / alteration found may disqualify the candidature.**
- Candidates are required to retain a photocopy of application submitted by them. Candidates are advised to preserve these details for future use. **No Call letters will be dispatched by post or courier etc.**

11. General Conditions:

- Candidates applying for the posts advertised should ensure that they fulfill all eligibility criteria. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement. MEDA will take up verification of eligibility conditions with reference to original documents only after the candidate has qualified in interview and prior to issuance of offer letter.
- The candidate shall produce Certificate of Secondary School Certificate Examination Board or recognized University showing passing of Secondary / School Certificate Examination or Matric or Higher Examination of University with Marathi Language. OR Certificate stating the candidate can read, write and speak Marathi Language fluently issued by Professor of Marathi Language of College / Institute affiliate to recognized University and countersigned by Principle of the said College / Institute along with the application form .
- Normally selection process. However, which methodology of shortlisting candidates / selection process is to be adopted will be at the absolute discretion of the MEDA and the decision of the Director General MEDA in this regard shall be final. **The candidates will have to appear for personal interview at Pune at their own cost.**
- The list of candidates called for personal interview and selected for the posts advertised will be published on the MEDA's website i.e. www.mahaurja.com **from time to time.**
- Prescribed qualifications are minimum and mere possession of the same does not entitle the candidate to be called for Interview. The candidates will be short-listed for interview commensurate with the number of vacancies.

- The candidate should ensure that he/ she fulfills the eligibility criteria regarding educational qualification, age, caste etc. and particulars furnished in the application form are correct in all respect.
 - If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
 - If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/ she will be disqualified and if appointed, shall be liable for dismissal from the MEDA's service without any notice or assigning any reasons whatsoever.
 - The decision of the Director General, MEDA in all matters relating to recruitment / interpretation shall be final and no individual correspondence will be entertained.
 - The departmental employees of the MEDA applying against this Advertisement should submit their applications well in time.
 - The recruitment of MEDA is done strictly as per merit in a systematic way giving appropriate weight -age to group discussion and in -basket exercises and interview. Canvassing in any form will disqualify a candidate.
 - Any request for change of date of selection process / address / caste and enclosing supporting documents later on etc., will not be entertained.
 - The MEDA reserves the right to cancel the advertisement fully or partly on any grounds and such decision of the MEDA will not be notified or intimated to the candidates.
 - Any disputes pertaining to this recruitment process shall be within jurisdiction of the Pune Court.
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b) If Yes, Place of Working: _____ CPF No. _____

* Present Designation: _____

* Date since working on the Present Designation: _____

* Office/Department: _____

* Present Gross Emoluments (except perks):

Basic: HRA: Other Allowances: Total :

* Demand Draft Details: (Drawn in favour of MEDA, Pune payable at Pune)

Name of the Bank	Branch	Demand Draft No. (6 Digits)	MICR No. (9 Digits)	Amount

* Qualification Details:

* Educational / Professional Qualification:

Academic	Degree / P.G. with name of the University / Institution	Year of Passing	Percentage of Marks & Class
Professional			

* Details of affiliation with Professional Bodies/ Institution/ Society:

Name of the Body	Membership No	Since When

* Experience: Details of posts held from time to time: (Attach separate sheet if required) (From present assignment to previous one)

Sr. No.	Name of the Organization	Position Held	Scale of Pay & Gross Emoluments	Period		Total Experience		Nature of Job (Responsibilities handled) *
				From	To	Years	Months	
Overall Experience								
1								
Experience in the position of Responsibility								
1								
* Attach separate sheet if required				Total Exp.				

* **List of Publications/academic honors received:** _____

* **Any other information:** _____

* **Declaration:**

* I declare that all the above information and particulars are correct and that I will stand disqualified if any information is found to be incorrect at any stage.

* I declare that I have _ Number of living children as on today, out of which number of children born after 28/03/2005 is _. I am aware that if any total numbers of living children are more than two due to the children born after 28/03/2006, I am liable to be disqualified for the post applied.

* I undertake to abide by all the conditions and methodology of selection mentioned in the advertisement.

I understand that in the event of any information being found untrue or incorrect at any stage or I am not satisfying any of the eligibility criteria stipulated or unable to produce any certificate/documents as mentioned in any application and also in case of creating influence/ undue pressure regarding recruitment shall tantamount to cancellation of my candidature. In case of creating any influence on any matter my candidature shall be cancelled.

* Whether facing any Charge sheet for the criminal offences in any of the court or any FIR for criminal offence is registered against you in any of the police station.

YES

NO

If Yes, give details: _____

Place _____

Date _____

Signature of the Applicant

Note: Kindly refer to amended age criteria before submitting the application. Copies of Testimonials in support of age, category, qualifications, experience etc. may be furnished, wherever necessary and enclosed along with application.