

# DELHI TRANSCO LIMITED

## ADVERTISEMENT

Applications are invited from eligible Officers for appointment to the post of **Dy. Manager (Admn./Legal)**, on deputation basis, in Delhi Power Company Limited ( wholly owned Company of Govt. of NCT of Delhi), in the Pay Band of Rs.19,000-39,100/-(with Grade Pay of Rs. 6,600) with Central D.A. pattern and other allowances like House Rent/Accommodation/Conveyance facility/Medical/ LTC, etc. as per the rules of the Company, on usual terms & conditions of deputation issued by Govt. of India from time to time.

### Eligibility criteria :

Officers of the Central/State Government :-

- A. 1) holding analogous posts ; or
- 2) with 05 years service in posts in the scale of pay of Rs. 8,000-13,500 ( pre-revised) or equivalent or
- 3) with 08 years service in posts in the scale of pay of Rs. 6,500-10,500 ( pre-revised) or equivalent and
- B. Possessing experience in Administration, Disciplinary cases, Establishment and Accounts matters.
- C. The period of deputation shall ordinarily not exceed three years.

Age : Below 56 years( as on the last date of receipt of applications)

Willing & eligible officers may send their applications through proper channel, giving the following details alongwith gist of ACRs of preceding 5 years & Vigilance/Disciplinary clearance to the **Dy. Manager (HR)-G**, Delhi Transco Limited, 3<sup>rd</sup> Floor, Shakti Sadan, Kotla Road, New Delhi-110002, ( Tel. No: 23236401,) within 30 days from the date of publication of this advertisement:-

*Name, Date of Birth, Postal Address, Telephone Nos., Educational Qualifications, Present post held, with date from which held and scale of pay, Experience in the subject field of selection and complete details of service rendered on different posts.*

The Appointing Authority shall have the right to modify/change any of the criteria at its sole discretion.

**( Anuj Kumar )**  
**General Manager (HR)**

# DELHI TRANSCO LIMITED

## ADVERTISEMENT

Applications are invited from eligible candidates for One post( un-reserved) of **Asstt. Manager( HR)**, on regular basis, in Delhi Transco Limited (wholly owned Company of Govt. of NCT of Delhi), in the Pay Band of Rs.19,000-39,100/-(with Grade Pay of Rs. 5,400) with Central D.A. pattern and other allowances like House Rent/Accommodation/Conveyance facility/Medical/ LTC, etc. as per the rules of the Company.

### Eligibility criteria :

1. Graduate from a recognised University.
2. Must possess full time two years Masters Degree in Business Administration with specialization in HRD/Personal Management/Industrial Relations from a recognised University/Institute.
3. Two years post qualification experience in HR matters.

**Age** : Not exceeding 28 years ( as on last date of receipt of applications), releasable to Government employees, SC/ST & OBCs as per rules of the Government.

Applications giving the following details alongwith attested copies of mark sheets/experience certificate and one attested photograph may be sent to the **Dy. Manager (HR)-G**, Delhi Transco Limited, 3<sup>rd</sup> Floor, Shakti Sadan, Kotla Road, New Delhi-110002, ( Tel. No: 23236401,) within 30 days from the date of publication of this advertisement: -

*Name, Date of Birth, Postal address, Telephone nos, Educational Qualifications with % of marks obtained from Matriculation onwards( with attested copies of marksheets & certificates), Experience in the subject field of selection and complete details of service rendered on difference posts with period and scale of pay after acquiring the essential qualification.*

Candidates already in government service should either apply through proper channel or they should produce "No Objection Certificate" from their present employer at the time of Interview.

Applications received without No Objection Certificate and after the last date or otherwise found incomplete will not be considered. The Appointing Authority shall have the right to modify/change any of the criteria at its sole discretion.

**( Anuj Kumar )  
General Manager (HR)**

No: DTL/1010/HR(G)/F.1(3)/859  
Dated: 19.07.2011

