



दादरा नगर हवेली ऊर्जा वितरण निगम लिमिटेड
(सरकार का उपक्रम)

DNH POWER DISTRIBUTION CORPORATION LTD.

(A GOVERNMENT UNDERTAKING)

CIN : U40100DN2012GOI000405

No. DNHPDCL/60/2013/

93

Dated : /01/2015.

07

ADVERTISEMENT

Applications are invited for filling up of post of **Assistant Manager (Accounts)** in this Corporation on regular basis :

Sr. No.	Name of the Post & Pay Scale	No. of Posts	Educational Qualifications	Age Limit	Reservation
1	Assistant Manager (Accounts), Pay Band-II ₹.9300-34800 + Grade Pay ₹. 4200/-	01 (One)	Essential :- I. B. Com with Accountancy and Auditing from any recognized University. II. Two years experience in accounts related work in any Govt. Undertaking, Electricity Boards, Corporations, Semi Govt. Organisation, and Limited Companies, which maintain accounts in double entry system of accounting. Desirable :- Experience in computer operation with exposure in handling accounting software like Tally etc.	Not exceeding 30 years as on 30.01.2015.	UR-01

The candidates should submit applications giving full details regarding Educational and other Qualifications, Date of Birth, Experience, etc. accompanied with self attested copies of each certificate in the prescribed proforma in sealed cover superscribing "Application for the Post of Assistant Manager (Accounts) " so as to reach the undersigned on or before 30.01.2015.

Full details of essential educational qualification, experience etc. and the format in which the applications are to be submitted are available in the website www.dnhpdcl.in / www.dnh.nic.in.

[Signature]

पंजीकृत कार्यालय : प्रथम तल, विद्युत भवन, सचिवालय के सामने, सिलवासा - ३९६२३०
Regd. Office : First Floor, Vidhyut Bhavan, Opp. Secretariat, Silvassa – 396230
Tele/Fax : 0260-2642338 Web site : www.dnhpdcl.in



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Any Indian citizen can apply for the post. However, applicant having domicile of Dadra & Nagar Haveli shall be given weightage in accordance with guidelines dated 20/10/2014 subject to him / her producing Domicile Certificate issued by Mamlatdar, Silvassa / Khanvel. **Applications received in the prescribed proforma with requisite documents as stated above shall only be taken into consideration if received within the stipulated time.** No correspondence will be entertained as regards incomplete / time barred applications.

Relig...
General Manager (HR)

पंजीकृत कार्यालय : प्रथम तल, विद्युत भवन, सचिवालय के सामने, सिलवासा - ३९६२३०
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**APPLICATION FOR THE POST OF
Assistant Manager (Accounts)
DNH Power Distribution Corporation Limited
Silvassa**

Paste recent
Passport size
Photograph duly
Self Attested

- 1 Applicant's Name (in Block Letter) : _____
- 2 Father's Name (in Block Letter) : _____
- 3 Residential Address : _____
: _____
: _____
: _____
- 4 Date of Birth (DD / MM / YYYY) : _____
- 5 Gender : _____
- 6 Whether SC / ST / OBC / PH : _____
- 7 Domicile of Dadra & Nagar Haveli : (Yes /No)

8 Educational Qualification

Sr. No.	Board / University	Year of passing	Percentage

9 Information / documents regarding Educational and other Qualifications: (✓ as appropriate)

i. Essential: **Essential:**

1. B. Com with Accountancy and Auditing from any recognized University. ☐
2. Two years experience in accounts related work in any Govt. Undertaking, Electricity Boards, Corporations, Semi Govt. Organisation, and Limited Companies, which maintain accounts in double entry system of accounting ☐

- ii. Desirable: 1. Experience in computer operation with exposure in handling accounting software like Tally etc. ☐

Declaration:

I, declare that I fulfill all the conditions of eligibility regarding age limit and Education Qualification, Experience etc., for the post of **Assistant Manager (Accounts)**.

I declare that all statements made in this application form are true, complete and correct to the best of my knowledge and belief. I understand that in the event of any information being found suppressed / false or incorrect or ineligibility being detected before or after the examination, my candidature / appointment is liable to be cancelled.

Dated:

(Signature of Candidate)

Unsigned application will be rejected

Note : Attach self attested copy of Birth / Educational / Experience Certificate / Caste Certificate (if relevant), Domicile Certificate (if of Dadra & Nagar Haveli), Physically Handicapped Certificate (if relevant) failing which the application will be summarily rejected.