



दादरा नगर हवेली ऊर्जा वितरण निगम लिमिटेड
(सरकार का उपक्रम)
DNH POWER DISTRIBUTION CORPORATION LTD.
(A GOVERNMENT UNDERTAKING)
CIN : U40100DN2012GOI000405

No. DNHPDCL/59/2013/ **1926**

Date: **11**/06/2014

Applications are invited for filling the following post in this Corporation on regular basis.

Sr. No	Post	Category	Pay Scale	Qualification & Experience	Upper age limit as on last date of receipt of application	No of Post
1	2	3	4	5	6	7
1	Deputy Manager (Administration & Human Resources)	Unreserved	PB II Rs. 9300-34800 Grade Pay Rs. 4800/-	1. MBA/PGDM or equivalent with specialization in Human Resources from any recognized University or Institute. 2. One year experience in matters relating to human resources/administration in any Govt./Semi Govt. Undertaking, Corporations, Electricity Boards etc. with good exposure in service matters/welfare of employees/administrative tasks etc.	Not exceeding 30 years As on 02/07/2014	1

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. Relaxation of age limit and such other concessions will be in accordance with the orders issued by Govt. of India.

Applications in the prescribed format along with attested copies of all certificates in sealed cover superscribing "Applications for the post of Deputy Manager (Administration & Human Resources)" should be submitted to undersigned on or before **02/07/2014** by post/courier.

Incomplete applications and applications not in the prescribed format and which are received after the last date of receipt will not be entertained. Postal delay or any other such reason will not be accepted.

11/06/14

General Manager (Fin & HR)

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

Application for the post of Deputy Manager (Admin & HR)
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. Education Qualification

Sr. No	Board/University	Year of passing	Percentage

9. Information/documents regarding Educational and other Qualifications to be submitted:

- (i) MBA / PGDM or equivalent with specialization in Human Resources from any recognized university or institute.
- (ii) One year experience in matters relating to human resources / administration in any Govt. / Serr Govt. Undertaking, Corporations, Electricity Boards etc. with good exposure in service matters / welfare of employees / administrative tasks etc.

10. Experience, if any

Name of Organisation	Designation	Nature of Duty	Period of Service	
			From	To

Declaration:

I, declare that I fulfill all the conditions of eligibility regarding age limit and Education Qualification Experience etc., for the post of Deputy Manager (Admin & HR).

I declare that all statements made in this application form 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 and Nagar Haveli), Physically Handicapped Certificate (if relevant) failing which the application will be summarily rejected.