



दामोदर घाटी निगम/Damodar Valley Corporation
मानव संसाधन विभाग/Human Resource Department
डीवीसी टावर्स, वीआईपी रोड, कोलकाता-७०००५४/
DVC Towers, VIP Road, Kolkata – 700054




No. PLR-MT(T)/BPSCL/GATE-2022/09

Date: 26/07/2023

**NOTICE FOR RECRUITMENT OF MANAGEMENT TRAINEES(TECHNICAL)
THROUGH GATE-2022 FOR BOKARO POWER SUPPLY COMPANY (P) LIMITED**

Damodar Valley Corporation (DVC) under the Ministry of Power, Government of India on behalf of **BPSCL** invites online applications from interested candidates for recruitment of Management Trainees (Technical) through GATE-2022.

BOKARO POWER SUPPLY COMPANY (P) LIMITED  is a Joint Venture of Steel Authority of India Ltd. & Damodar Valley Corporation, and registered under the Company's Act 1956. The main business of the company is steam and power generation with present capacity of 338 MW power and 2180 TPH steam generation. The Company has been established for catering to the captive steam and power requirements of SAIL, Bokaro Steel Plant. It has also ventured into Solar Power generation sector with installation of several Rooftop Solar PV units with an aggregate capacity of 2.1 MWp. The Plant and Office are situated at Bokaro Steel City, Jharkhand.

1. The category-wise, discipline-wise break-up of BPSCL's requirement is as under:-

Sl.No.	Discipline	UR	SC	ST	OBC	EWS	Total
1.	Mechanical	04	01	01	02	01	09
2.	Electrical	04	01	-	01	-	06
3.	C&I	01	-	-	01	-	02
		Grand Total					17

One (01) post shall be horizontally reserved for PWD(OA/OL) candidate.

2. Upper Age Limit – The Upper Age Limit is 28 years as on the closing date of online application.

3. Relaxation in maximum age limit – Relaxation in maximum age as on the closing date of online application shall be as under

SC/ST	OBC (non-creamy layer)	PWD	Departmental Candidates Upper age limit
5 years	3 years	10 years for General, 15 years for SC/ST and 13 years for OBC(NCL)	45 years irrespective of the caste/category of the candidates

4. ELIGIBILITY CRITERIA

A. Valid Marks in the GATE 2022

The candidate should have appeared in the corresponding paper of GATE 2022 as shown in the following table and qualified in the same. The qualifying marks shall be as declared by the GATE 2022 Organising Institute.

Please note that only GATE-2022 Marks (Out of 100) are valid for this recruitment process. GATE Marks of 2021 or prior to that as well as GATE marks of 2023, are not valid.

Post Name & Post No	Engineering disciplines which are eligible	Corresponding GATE –2022 Paper	Corresponding GATE – 2022 Paper Code
MT(Mech), Post No.2023/01	Mechanical/ Production/ Industrial Engg./ Production & Industrial Engg./ Thermal/ Mechanical & Automation/ Power Engineering	Mechanical Engineering	ME
MT (Elec), Post No. 2023/02	Electrical/ Electrical & Electronics/ Electrical, Instrumentation & Control /Power Systems & High Voltage/ Power Electronics/ Power Engineering	Electrical Engineering	EE
MT (C&I), Post No. 2023/03	Instrumentation & Control/ Instrumentation/Applied Electronics & Instrumentation/ Electronics & Instrumentation / Electronics & Telecommunication/ Electronics & Communication	I- Instrumentation Engineering II- Electronics & Communication Engineering	IN EC

B. Essential Qualification(EQ) – The Essential Qualification is Engineering full time course and the percentage of marks in Engineering is 65% (average of all semesters) for General/OBC(NCL)/EWS and 55% marks (average of all semesters) for SC/ST/PWD and Departmental Candidates in the following relevant three disciplines:

- a) **Mechanical** – Production/Industrial Engineering./ Production & Industrial Engineering./Thermal/ Mechanical & Automation/Power Engineering from AICTE approved University.
- b) **Electrical** - Electrical & Electronics/Electrical, Instrumentation & Control/Power Systems and High Voltage/Power & Electronics/Power Engineering from AICTE approved University.
- c) **C&I** – Instrumentation & Control/ Instrumentation /Applied Electronics & Instrumentation/ Electronics & Instrumentation/ Electronics & Telecommunication/ Electronics & Communication from AICTE approved University.

5. Medical Standards – Candidates should be of sound physique, free from any physical defect. Medical standards stipulate minimum requirements of Weight 45 kg. Height 155 cm, Myopia and Hypermetropia, if any, not to exceed ± 4.00 in each eye and no squint or colour blindness, partial or full. Suitable relaxation in height and weight will be given to female candidates. In case of persons with disability, only orthopedically disabled candidates with OA or OL disability with minimum 40% disability are eligible.

6. Training and Probation - Candidates selected as Management Trainees will be placed on training for one year. After successful completion of training the candidates shall be placed under probation for one year.

7. Emoluments - The Management Trainees will be offered Basic Pay of Rs.50,000/- p.m. pay scale of Rs.50,000-3%-160000/-. **The Annual CTC would be Rs.13.32 lakhs (Approx.).**

On successful completion of training of one year, they will be designated as **Assistant Manager (E-1 Grade)** and will be placed on probation for one year in the pay scale of **Rs.60000-3%-180000/-**.

* Performance Related Pay will be applicable after successful completion of training.

8. Place of Posting - Bokaro Steel City, Jharkhand

9. DETAILED TERMS & CONDITIONS OF APPOINTMENT AS MANAGEMENT TRAINEE TECHNICAL) Year 2022

1.0 Pay & Allowances

- 1.1 Your appointment is in the pay scale of **Rs.50000-160000/-** and the initial Basic Pay would be Rs.50000/-. On successful completion of training, you will be designated as Assistant Manager and will be placed in the pay scale of Rs.60000-180000/- (E-1 Grade). Your pay will be fixed at the minimum Basic Pay of Rs.60000/-. In addition, you will be eligible for Industrial DA, Perks, Allowances, Annual Increment, Leave, Medical Facilities, Provident Fund and Gratuity as admissible under the Company's rules. House rent allowance will be payable only where Company accommodation is not available. Other

Perquisites and Allowances and annual increments will be admissible as per Company's Rules.

- 1.2 Your appointment in the Company will be treated as fresh recruitment (if not a departmental candidate) and the company will not bear any liability on account of leave salary, pension contribution, notice period pay etc., to your former employers, if any.
- 1.3 The Gratuity amount payable to you shall be as per the provisions of Payment of Gratuity Act, 1972 within the prescribed ceiling. You will also be covered under the Employees Compensation Act, 2017 for compensation as per the provisions of the Act.
- 1.4 Allotment of Company Accommodation to you would be made in accordance with the applicable House Allotment Rules. As per the rules, HRA would not be payable, if Company accommodation is available for allotment. You will be liable to pay house rent, electricity/water/other charges as applicable and damages, if any, in respect of the quarters/hostel allotted to you.

2.0 **Medical Examination**

- 2.1 You will be examined by the Company's Medical Board and your appointment is subject to your being found medically fit by the Board as per medical standards laid down for the post. The minimum medical standards prescribed, among others, are as under:
 - Possessing sound physique, free from any physical defects.
 - Meeting the following minimum requirements of height, weight and eye sight (both eyes):
 - a) Height - 155 cms
 - b) Weight - 45 kg
 - c) Myopia and Hypermetropia, if any, not to exceed ± 4.00 in each eye.
 - d) No Squint or Colour blindness, partial or full
 - e) Suitable relaxation in height & weight will be given to female candidates.
- 2.2 No relaxation is made in the medical standards. The decision of the Company's Medical Board regarding your fitness, or otherwise, shall be final and binding.

3.0 **Training**

- 3.1 The Company attaches a lot of value to the training and development of its human resources. You will be required to undergo one year intensive training to learn about the technological and administrative aspects of your job, including on the job training under the Company's Training Scheme. It is essential for you to give requisite seriousness to your training and subsequent evaluations / examinations as the marks/grades obtained during training will

be counted as the first assessment for the purpose of promotion to the next grade under Company's Promotion Policy.

- 3.2 Training is liable to be extended for the days you remain absent beyond your entitlement of leave or as decided by the Management/Authority based on your performance in the training.

4.0 Absorption in Regular Grade & Probation

- 4.1 On successful completion of one year training, you will be considered for placement as Assistant Manager in the pay scale of Rs.60000-3%-180000/- and will be given full charge of your job under observation for a period of one year.
- 4.2 You will be on probation for a period of one year from the date of joining in Assistant Manager Grade. Depending on your performance on the job during this period, the probation period can be extended at the discretion of the Management as per Company Rules.
- 4.3 Probation will be deemed to have been completed only when you are informed about it in writing by the Management.

5.0 Termination of Service

During the period of training and probation as well as thereafter your services are liable to be terminated by the Company under the following conditions:

- 5.1 The offer is provisional subject to clearance regarding your character and antecedent verification by the Competent Authority. In case of an adverse report in this regard, your service shall be terminated without notice.
- 5.2 If there is medical evidence that you are unfit and are likely to continue to be unfit for a considerable time and cannot discharge your normal duties, you can be referred to the Company's Medical Board for ascertaining your medical fitness and suitability to continue service. In such a case, your services can be terminated at any time without any previous notice by the Company. Decision of the company regarding your fitness or otherwise shall be conclusively binding on you.
- 5.3 If you are found guilty of insubordination, intemperance or other misconduct or breach of any rule pertaining to your conduct or non-performance of your duties, your services can be terminated as per BPSCCL CDA Rules.
- 5.4 If any declaration or information or document furnished by you is proved to be false/fake/forged, or it is found that material information has been wilfully suppressed, you will be removed from the services without any notice

and without assigning any reason thereof without prejudice to such action as the Company may deem necessary and to such further action as may be taken under the provisions of Indian Penal Code regarding production of fake/false/forged certificate.

5.5 During Training & Probation, your services can be terminated by 1 month's notice in writing by either party without assigning any reason.

5.6 After successful completion of Training and Probation, your services can be terminated by 3 months' notice in writing by either party without assigning any reason, with both parties having the option to pay an amount equivalent to Basic Pay, Dearness Pay, Dearness Allowance, etc. as applicable, for the notice period/shortfall in the notice period.

6.0 Terms and Conditions Specific to SC/ST/OBC (Non Creamy Layer) /EWS/PWD candidates

6.1 Your appointment is provisional and is subject to your Scheduled Caste/Scheduled Tribe/Other Backward Classes (NCL-non creamy layer)/EWS/PWD certificate being verified through the proper channels. If the verification reveals that your claim to belong to Scheduled Caste/Scheduled Tribe/Other Backward Classes (NCL)/EWS/PWD category is false, your services will be terminated forthwith without assigning any notice/assigning any further reasons and without prejudice to such further action as may be taken under the provisions of Indian Penal Code regarding production of fake/false/forged certificate.

6.2 In respect of candidates belonging to EWS category, the following shall be applicable:

"The appointment is provisional and is subject to the Income and Asset Certificate being verified through the proper channels and if the verification reveals that the claim to belong to EWS is fake/false, the services will be terminated forthwith without assigning any further reasons and without prejudice to such further action as may be taken under provisions of the Indian Penal Code for production of fake/false certificate."

7.0 Other Conditions

7.1 Your services shall be governed by Service Rules including the Company's Conduct, Discipline & Appeal Rules, administrative orders of the Company and any other rule that may be enforced from time to time during the period of training and thereafter when you are regularized.

7.2 You will be liable to be posted to any part of India as per requirement of the Company to render your services.

- 7.3 Your services are liable to be transferred to any other place where the Management may have its existing office or establish/open its branch/office/unit later on. Upon such transfer, the rules & regulations of services applicable to such post or place of transfer will become applicable to you.
- 7.4 You shall faithfully serve the Company, obey its lawful commands, keep its secrets diligently and carefully, learn/perform such work and business as may be entrusted to you, attend to your work regularly during such hours as may be prescribed, and perform such duties as may be assigned from time to time.
- 7.5 You shall be responsible for charge and care of the Company's money, goods, stores and any property entrusted to you or in your hands, and shall truly and faithfully account for or hand over or deliver to the proper person all money, goods, stores and property which shall at any time come to your hands or under your charge on account of the Company.
- 7.6 You shall devote your whole time to your duties and shall not carry on or be concerned in any other business/trade/profession/occupation whatsoever. You shall not take out any patent for any invention made by you during the period of your service without prior permission of the Company.
- 7.7 If you are found acting in a manner prejudicial to the interest of the Company or violating rules, regulations of the Company or the terms & conditions of the service or indulging in activities amounting to misconduct in terms of Service Rules including the Company's Conduct, Discipline & Appeal Rules or you are convicted in any Court of Law for any offence including moral turpitude, you shall be liable to Disciplinary Action including dismissal/termination as per Rules of the Company.

8.0 **General Conditions**

- 8.1 You will retire from the service of the Company on attaining the age of superannuation as applicable under the rules of the Company. Dues, if any, towards the Company shall be adjusted from the Final Settlement at the time of separation.
- 8.2 If you are married, you will furnish a declaration to the effect that you do not have more than one wife/husband living and that you will not contract another marriage without first obtaining permission of the Company notwithstanding that such subsequent marriage is permissible under the personal law applicable to you.
- 8.3 In case of any dispute on interpretation of any part of this letter or rule governing your service, howsoever arising, the decision of the Company shall be final and binding.

- 8.4 As per BPSCL Conduct, Discipline and Appeal Rules, “No employee shall bring or attempt to bring outside influence to further his/her interest in respect of matters pertaining to his/her service in the Company.” Such actions are construed as misconduct and shall be viewed very seriously by the Management and action would be initiated as per rules of the Company.
- 8.5 You may be posted to perform shift duties in your assigned area of work, if required.
- 8.6 The above terms and conditions are not exhaustive, you will be governed by the Rules and Policies of the Company as framed from time to time.
- 8.7 Single 2-tier AC train fare (including Rajdhani) will be paid for undertaking first time journey for medical examination / joining duty, on production of original tickets/proof of undertaking such journey, as per the Travelling Allowance Rules of the Company.

10. Selection Process

- (i) The Selection Process consists of marks obtained (out of 100) in the corresponding paper of GATE 2022.
- (ii) Eligible candidates must have appeared in the corresponding paper of GATE 2022, i.e. Mechanical (ME)/ Electrical (EE)/ Instrumentation (IN)/ Electronics & Communication Engineering (EC).
- (iii) Candidates qualified in the corresponding paper of GATE 2022 shall only be eligible to be considered for the next stages of selection. Qualifying marks in GATE 2022 shall be as decided by the GATE 2022 conducting Authority.
- (iv) Please note that only GATE-2022 Marks out of 100 are valid for this recruitment process. GATE Marks of 2021 or prior to that as well as GATE marks of 2023 ,are not valid.
- (v) Offer letter will be issued on the basis of marks obtained in GATE-2022 in the order of merit as per category-wise vacancies after meeting the eligibility criteria on scrutiny of Original Documents followed by Medical fitness.
- (vi) In case of tie at cut-off level, i.e., more than one candidate scoring same marks (out of 100) at cut-off level, preference in selection shall be given to the candidate who is senior most in age according to the Date of Birth.
- (vii) Provisionally Shortlisted candidates will be called for Document Verification and Medical Examination and date, time and venue shall be made available in the official website of DVC www.dvc.gov.in under **Careers-> Recruitment Notices**.
- (viii) Please note that NO hard copy of the Call Letters to the shortlisted candidates for document verification will be sent by Post or issued separately. Hence, candidates are advised to keep track of their application status by visiting the DVC website regularly during the recruitment process. Please note that no

other mode of communication pertaining to the selection process other than that mentioned above will be followed

11. Verification of Credentials: - The candidates are required to produce his/her GATE 2022 Admit Card as well as Original Scorecard of GATE-2022 containing a scanned photo & signature as a proof of identity. In case the scanned photo in the admit card or scorecard is hazy or not clear enough, the same may be corroborated with other proof of identity such as Aadhaar Card, Voter Card, Pan Card, Driving License, Passport etc. If the identity of the candidate is doubtful, the candidate will not be considered further.

After successful completion of the Document Verification, "Offer of Appointment" will be issued to the candidates who have been found eligible as per the eligibility criteria as mentioned in the Advertisement.

12. PAYMENT OF APPLICATION FEE:

Candidates belonging to General/OBC(NCL)/EWS categories are required to pay a Non-refundable Application Fee of Rs **300/-(Rupees Three Hundred Only)** through Online mode only (SBI Collect). The bank charges as applicable have to be borne by the candidates.

Candidates belonging to SC/ST/PWD/Ex-SM categories & BPSC Departmental Candidates are exempted from payment of application fees

Candidates who are NOT exempted from payment of Application Fees should first submit ONLINE Application and then take a printout of the application for reference. The Unique Application Number so generated along with Application Submission Date and Post No. (against which applied) needs to be filled in the Payment details page. On submission of application fees, your application process will be treated as complete.

The link for payment of application fees is available at the DVC website <https://www.dvc.gov.in> → Career → Recruitment → Recruitment Notices.

The last date for payment of the application fee is **17/08/2023**

- (i) The path for accessing and paying fees on the SBI Collect portal is as follows:
- STEP 1: Go to link <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
 - STEP 2 : Select PSU(PUBLIC SECTOR UNDERTAKING),
 - STEP 3: Select State as West Bengal
 - STEP 4: Select name of PSU as DAMODAR VALLEY CORPORATION
 - STEP 5: Fill all details and proceed towards payment of Rs 300.

After payment of the application fee, candidates are required to download e-receipt which may be retained for future reference and submission at the time of Document Verification

(ii) DVC will not be responsible in case the candidate deposits the fee in a wrong account. There will not be any other mode of payment for the application fee.

(iii) Candidates must ensure that payment of Rs 300 is made at one go and amount less than Rs. 300 will not be accepted as application fee.

(iv) Application Fee once paid will not be refunded under any circumstances. Candidates are, therefore, requested to verify their eligibility before paying the application fee.

13. GENERAL INFORMATION AND INSTRUCTIONS:

- a) Only Indian Nationals are eligible to apply.
- b) Before applying /appearing for the Management Trainee (Technical), the candidate should ensure that he/she fulfils the eligibility criteria and other norms mentioned in this advertisement hosted on the DVC website <https://www.dvc.gov.in/>. In case, it is detected at any stage of the recruitment process that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material/fact(s), his/her candidature shall stand automatically cancelled. If any of the above shortcomings is/are detected even after the appointment, his/her services are liable to be terminated without notice.
- c) The candidature of candidates at all stages of the selection process will be purely provisional subject to satisfying the prescribed eligibility criteria.
- d) Essential qualification should be from an **Indian University/Institute** recognized by AICTE/appropriate statutory authority.
- e) Candidates with Degree not having approval by the AICTE/appropriate statutory authority are not eligible to apply for the posts. Candidates in this connection are advised to bring **proof of AICTE approval in the form of a print-out of AICTE notification from their website showing the name of the College/Institution** and the course or any other documentary proof issued by the College/University/Institution. **The onus lies on the candidate to prove his/her eligibility in all respects by submitting the required documents.**
- f) Whether CGPA/OGPA/DGPA or Letter Grade in a degree/diploma is awarded, its equivalent percentage of marks should be indicated in the application form as per norms adopted by the University/Institute.
- g) Percentage of marks obtained by the candidate in the Bachelor's degree shall be calculated based on the practice followed by the University/Institution from where the candidate has obtained the degree. In case the candidates are awarded grades/CGPA instead of marks, the conversion of grades/CGPA to percentage of marks shall be based on the procedure certified by the University/Institution from where they have obtained the Bachelor's degree.

- h) In case the University/Institution does not have any scheme for converting CGPA/Grades into equivalent marks, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.
- i) **Candidates, if shortlisted for Document Verification (DV), are required to mandatorily bring their original GATE 2022 Score Card as received from the GATE Authority at the time of DV.**
- j) Candidates employed with Government Departments/Public Sector Undertakings/Autonomous Bodies are required to produce a "**No Objection Certificate**" from their present employer at the time of **Document Verification** positively.
- k) DVC reserves the right to cancel/ restrict/ enlarge/ modify/ alter the recruitment/selection process, if the need so arises, without issuing any further notice or assigning any reason whatsoever.
- l) The decision of DVC in all matters relating to eligibility, acceptance or rejection of online applications, the penalty for false information, mode of selection shall be final and binding on the candidate. No enquiry/ correspondence or telephonic discussion will be entertained in this regard. If any shortcoming is detected even after the appointment, the services of such candidates are liable to be terminated without notice.
- m) During physical verification, all signatures should be identical. Different styled Signature on various occasions during Recruitment activities may lead to the rejection of the candidature.
- n) **GATE-2022 Qualified Candidates who have appeared in the Final year (2023) of their engineering exam but whose results are still awaited, may also apply. But they must be in a position to submit their final year Mark sheet & Provisional Degree Certificate/Degree Certificate at the time of Document Verification. Without submission of Provisional Degree Certificate/Degree Certificate, the candidate will not be allowed further.**
- o) Mere being qualified in the GATE-2022 examination shall not vest any right in a candidate to be called for further selection process.
- p) In order to avoid last minute rush, the candidates are advised to apply early enough. DVC will not be responsible for network problems or any other problem in submission of Online Application.
- q) **The eligibility of the candidate will be confirmed after the Verification of Document at the time of Document Verification.**
- r) Any subsequent amendment/notice/clarification etc., if any, shall be made available on the DVC website only. As such, candidates are advised to keep visiting the DVC website www.dvc.gov.in regularly for important updates till the completion of the recruitment process for the posts.
- s) No interim correspondence will be entertained on any account during the recruitment process. Canvassing in any form will be treated as disqualification.
- t) Only Xerox copies of documents will be retained. However, records of other than selected candidates are not maintained after the completion of the recruitment process.

- u) While preparing the final merit list, if two or more candidates secure equal marks, the merit of such group of candidates will be as per their date of birth (i.e. more senior in age will be placed first before junior in age).
- v) Legal jurisdiction will be only at any appropriate court in Kolkata in case of any dispute.

14. DOCUMENTS/TESTIMONIALS TO BE BROUGHT MANDATORILY AT THE TIME OF DOCUMENT VERIFICATION)

Candidates must bring one set of self-attested photocopies along with ORIGINALS of the following documents/testimonials at the time of Documentt Verification

- i. Printout of **ONLINE Application Form**.
- ii. **Original GATE 2022 SCORECARD**
- iii. Proof of **Date of Birth** (Class Xth Board Certificate or Class Xth Passing Certificate)
- iv. Valid **Certificates & Mark sheets** of Class Xth, XIIth, Diploma, BE/B.TECH/B.Sc. Engineering/AMIE, etc. (semester-wise/year -wise).
- v. Valid **Degree/Provisional Degree** of Diploma/BE/B.TECH/B.Sc.Engineering/AMIE, etc.
- vi. Valid **SC/ ST/ OBC (NCL)/ EWS/ PwD certificate**, if applicable in the format as applicable for appointment to posts under **the Government of India, if applicable. In the case of OBC (NCL)/ EWS certificate must not be older than 1(One) year from the date of GD & Interview(See Annexure-1 to 4 under Career→ Recruitment→Recruitment Notices on DVC website)** for prescribed GOI format of Caste, Income & Asset Certificate & Disability Certificate).The minimum **degree of Disability** for Persons with Disability candidates would be **40%**.
- vii. Valid **Age relaxation cum Domicile Certificate / Discharge Certificate**, etc., if applicable in the prescribed format issued by a competent authority.
- viii. Valid **Experience Certificate(s)**, if applicable.
- ix. **No-Objection Certificate (NOC)** from the current employer if working in a PSU/Central Govt./State Govt./Semi-Govt./etc.
- x. **Application Fee Payment Acknowledgement e-Receipt.**
- xi. **Four (4) recent passport size colored photographs.**
- xii. **Identity Proof** (Aadhaar Card/PAN card/ Passport/ Driving License/ Voter ID card).

15. IMPORTANT INSTRUCTIONS ON HOW TO APPLY FOR DVC ONLINE APPLICATION/REGISTRATION

- (i) **MODE OF APPLICATION:** From 26/07/2023 (11:00 A.M onwards), candidates have to register themselves **ONLINE** at the DVC website <https://www.dvc.gov.in> → **Career** → **Recruitment** → **Recruitment Notices**.
- (ii) **Closing date of ONLINE applications shall be 17/08/2023 (Till 23:59 hrs).**
- (iii) **Closing date of payment of application fees is 17/08/2023.**
- (iv) Before applying ONLINE, candidates are advised to read the Detailed Advertisement/Notification carefully and will ensure that they must fulfill the essential requirements of the Post and other conditions as mentioned in the Notification.
- (v) **No other means/mode of application shall be accepted.**
- (vi) **A Candidate can apply for one post/discipline only.**
- (vii) **Candidates shall have to first apply for ONLINE Application and then click on the link for Payment of Application Fees (wherever applicable).**
- (viii) If a candidate is not exempted from payment of application fees (**only SC/ST/PwD/ESM/Departmental candidates are exempted**), he/she [GEN/OBC(NCL)/EWS category candidates] will be required to pay a non-refundable application fee of **Rs 300/- (Rupees Three Hundred Only).**
- (ix) **Application fee once paid will not be refunded under any circumstances.** Candidates are, therefore, requested to verify their eligibility before paying the application fee.
- (x) **Application process will be treated as complete only on submission of application fees, wherever applicable.**

16. Following Information/documents to be kept ready before applying ONLINE:

- a) **One recent scanned photograph of size 3.5cm X 3.5 cm (Between 10 KB to 250 KB) and signature of size between 10 KB & 100 KB to be uploaded while applying.** The photograph should be with a clear front view of the candidate without a cap or sunglasses. Identical photos shall be used throughout the selection process.
- b) Candidates will also have to upload their Class Xth /XIIth Certificate or marksheet, essential qualification certificate, GATE scorecard, etc. along with photograph and signature.
- c) **Certificates/Mark sheets relating to Academic & Professional qualifications**, etc. to be kept ready for entering marks.

- d) **GATE 2022 Registration No.** as appearing on the **GATE 2022 Admit Card** and **GATE 2022 Score Card** should be kept ready before entering details correctly in the ONLINE application. **Please note that once the application is submitted, no request regarding change in GATE Registration No. or Name shall be entertained.**
- e) The **E-mail ID & Contact No.** entered in the online application form must remain valid for at least one year from the date of the Notification for all future correspondences. Please enter email correctly since all important communications shall be through emails only.
- f) After having arranged all information/documents, candidates should visit the DVC website <https://www.dvc.gov.in> and follow the instructions given in this detailed Notification/Advertisement. **Step 1** is to fill in all the particulars in the Online Application Form. After filling in the details, the candidates can edit the data and update. **Step 2** is to upload the photograph, signature and other relevant documents/certificates. **Step 3** is to Preview the application form and then final **Step 4** is to **SUBMIT** the application. Application once submitted cannot be edited. **Only Submitted applications will be accepted.**
- g) No request with respect to the change in any data entered by the candidate will be entertained once the application is submitted successfully.
- h) After successful submission of the online application including uploading of scanned photograph and signature, a **Unique Application Number** will be generated and thereafter candidates need to take a printout of the application so made. Printout without a system-generated number will not be accepted in any case.
- i) **Incomplete applications/ applications without application fees (if applicable) will summarily be rejected.**
- j) Candidates are required to keep the printout of the **Online Application Form** and keep it with him/her safely for future reference.
- k) Candidates are also required to **bring the ORIGINALS** of all the documents as mentioned at **SL. No. 14 of this Notice/Advertisement** pertaining to Proof of DOB, Academic & Professional Qualification, Caste & Disability Certificate (if applicable) etc. **at the time of Document Verification(DV). The self-attested documents submitted in hard copy along with the online application will be verified with originals at the time of Document Verification.** If any candidate is found ineligible while verifying the documents, he/she shall not be allowed to appear for the further selection process.
- l) Candidates will be required to retain their GATE 2022 Admit Card and GATE 2022 **Score Card** for verification at the time of **Document Verification..**
- m) **No hard copy of the Online Application Form or Certificates/Testimonials, etc. is required to be sent to DVC HQ before appearing for Document Verification.**

17. IMPORTANT INFORMATION:

Candidates are required to apply **ONLINE** only (which is mandatory) by clicking the “**APPLY ONLINE**” link available at the DVC website <https://www.dvc.gov.in> → Career → Recruitment → *Recruitment Notices*. The online registrations will remain activated from **26/07/2023 (11:00 A.M onwards) till 23:59 hrs of 17/08/2023**.

Candidates are also required to bring the printout of the **Online Application Form** enclosing all supporting documents in **ORIGINAL** along with one set of **self-attested photocopies of supporting documents** (mentioned at Sl. No. 14 of this Advertisement/Notice) at the time of document verification.

Before applying, candidates should keep mark sheets of Xth, XIIth, Diploma, Graduation, Equivalent Degree/Certificates, GATE 2022 Scorecard, etc. as applicable for entering marks & a scanned copy of coloured photograph & signature ready to be uploaded while applying ONLINE.

18. IMPORTANT DATES:

Commencement of ONLINE Submission of Application to DVC	26/07/2023 (From 11:00 A.M onwards)
Closing Date for ONLINE Submission of Application to DVC	17/08/2023 (Till 23:59 hrs)
List of Provisionally Shortlisted Candidates, Date, Time & Venue for Document Verification (DV)	Shall be notified later on the DVC website only https://www.dvc.gov.in (Under Careers → Recruitment → Recruitment Notices)
Helpline No:- 033-6607-2539/32/04/21 (For Eligibility related queries)/033-6607-2849 (For technical issues)(During Official working hours only) Email-ID: recruitment@dvc.gov.in	

Note: Any corrigendum and subsequent changes in the date of Document Verification etc. will be notified on the DVC website only. Therefore, all applicants are requested to visit the DVC website www.dvc.gov.in (Careers → Recruitment → Recruitment Notices) regularly for important updates.

Executive Director (HR)

For & on behalf of DVC

Disclaimer with regards to BPSCL recruitment –

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