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ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ନିୟାମକ ଆୟୋଗ
ODISHA ELECTRICITY REGULATORY COMMISSION
BIDYUT NIYAMAK BHAWAN
PLOT NO.4, OERC ROAD, SHAILASHREE VIHAR, BHUBANESWAR -751021
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ADVERTISEMENT

No. OERC/ADM-108(I)/1085

Dt:20.08.2025

Last Date of submission of Application: 20.09.2025

1. Odisha Electricity Regulatory Commission (OERC), a statutory body constituted by Government of Odisha as per Odisha Electricity Reform Act 1995, invites applications for filling up one post of **Commission Secretary** on direct recruitment or deputation basis for a maximum period of 3 years, from eligible candidates, who have worked in senior positions in Central/State Governments, Public Sector Undertakings, Power Utilities, Regulatory Commissions, Universities (both Public and Private), Autonomous Bodies under Government etc. The details of post like minimum/essential qualifications and additional desirable qualifications and experience including functions and duties of Commission Secretary etc. including format for submission of Bio-data are given in OERC website www.oriarc.org. The service of the Commission Secretary shall be governed under Orissa Electricity Regulatory Commission (Method of Recruitment and conditions of Service of Officer and Staff) Regulations, 1997.
2. The post carries remuneration of Level-17, Cell-1 of 7th Pay Matrix of the State Government (Pre-revised scale of pay Rs.37400-67000+ Grade pay of Rs.9000/-) with DA & HRA and other benefits as sanctioned by the State Government and the Commission from time to time. Pay protection shall be given in appropriate cases.
3. High School Certificate (HSC) shall be considered as proof of age. Every person for appointment who has not passed from Odia Medium School shall produce a certificate that he has passed a test in Odia equivalent to at least M.E. Standard. The Self attested copy of HSC, Bachelor Degree, Post Graduate Degree, Professional Degree Certificates issued by Govt. recognised University / Institution and higher Qualification, if any, are to be submitted along with the application. All the candidates shall produce the originals of the certificates at the time of requirement/viva voice test and before joining, if selected.
4. Incomplete application will be rejected. Only short-listed candidates shall be called for personal interview and no TA/DA shall be paid for attending the interview. The

Commission reserves the right to cancel this advertisement at any stage without assigning any reason thereof.

5. This appointment shall be subject to outcome of the Writ Petition bearing WP(C) No. 1006 of 2024 pending in Hon'ble High Court of Orissa.
6. The Advertisement is also available in the website of OERC, www.oriarc.org.
7. The completed application in all respect must reach Secretary, Odisha Electricity Regulatory Commission, Plot No. -4, OERC Road, Shailashree Vihar, Bhubaneswar-751021 **on or before 20.09.2025 by 5.00 PM** through hand/ Speed Post/ E-mail : oerc@odisha.gov.in / oriarc@gmail.com.

Sd/-

SECRETARY

Annexure-I**BIO-DATA**

1. Post Applied for:
2. Name of the Applicant:
3. Date of Birth:
4. Age of Applicant: _____ Years _____ Months _____ Days
(as on 1st September, 2025)
5. Father's Name:
6. Marital Status:
7. Nationality:
8. Permanent Address:
9. Address for Communication:
10. Mobile No.:
11. E-mail id:
12. Name, Designation, Address and Contact Tel. No. of : Reference (i)
Reference(ii)
13. Educational Qualification:

Recent Passport
size Photograph
with signature on
the front

Institution / University/College	Degree	Year of Passing	% of Mark / CGPA	Subject / Specialisation	Achievement if any

14. Professional Experience:

Sl. No.	Post Held/ Designation	Organisation	From	To

15. Previous experience with specific reference to regulatory matters in brief:

(In case of retired persons if applicable)

16. Date of Retirement in case of
17. Last post held:
18. Last Pay drawn

19. Declaration:

The information furnished above is correct to the best of my knowledge and nothing has been suppressed. I understand that in the event of my selection, if it is found at a later stage that any information furnished above is false or misrepresented or any information or fact is suppressed, my selection is liable to be cancelled.

Date:**Place:****Signature****Name**

Annexure-II

Functions and Duties of the Secretary and Delegation of powers as per Regulation 6 of OERC (Conduct of Business) Regulations, 2004:-

- 1) The Secretary shall exercise such functions as are assigned to him by these Regulations or otherwise by the Commission or the Chairperson.
- 2) In particular and without prejudice to the generality of the provision of the clause (1) above, the Secretary shall have the following functions, namely:
 - i) he shall receive or cause to receive all petitions, applications, other fillings or references pertaining to the Commission;
 - ii) he shall prepare or cause to prepare the briefs and summaries of all such filings presented before the Commission;
 - iii) he shall assist the Commission in proceedings conducted by the Commission;
 - iv) he shall authenticate the orders passed by the Commission;
 - v) he shall ensure compliance of the orders passed by the Commission; and
 - vi) He shall have the right to collect from the State Governments, the Central Government and their agencies, the State Electricity Boards or other offices, companies and firms or any other person as may be directed by the Commission, such information as may be considered useful for the purpose of efficient discharge of the functions of the Commission under the Central Act and the State Act.
- 3) The Secretary shall have the custody of the seal and records of the Commission.
- 4) The Secretary may, with the approval of the Commission, delegate to any other Officer of the Commission any function required by these Regulations or otherwise, to be exercised by the Secretary.
- 5) In the absence of the Secretary, such other Officer of the Commission, as may be nominated by the Chairperson, may exercise the functions of the Secretary.
- 6) The Commission shall always have the authority, either on an application made by any interested or affected party or suo motu, to review, revoke, revise, modify, amend, alter or otherwise change any order made or action taken by the Secretary or other Officers of the Commission, if the Commission considers it to be appropriate.
- 7) Subject to the provisions of Section 97 of the Act, the Commission may by general or special order delegate to its Officers such functions including functions to be exercised by the Secretary on terms and conditions the Commission may direct for the purpose.
- 8) The terms and conditions of the services of the Secretary, Officers and Staff of the Commission shall be as per Orissa Electricity Regulatory Commission (Method of Recruitment and Conditions of Service) Regulations, 1997 notified by the Commission.

In addition to above, the State Government has declared the Secretary of the Commission as Head of the Department (HoD) who will exercise administrative and financial power subject to overall control and guidance of Chairman, OERC.

>

ORISSA ELECTRICITY REGULATORY COMMISSION OFFICERS/ STAFF SERVICE REGULATIONS

In exercise of the powers conferred by [sub-section \(2\) \(3\)](#) and [\(4\)](#) of [section 8](#) of the [Orissa Electricity Reform Act, 1995](#) (Orissa Act 2 of 1996), the Orissa Electricity Regulatory Commission, with the approval of the State Government do hereby make the following regulations namely:-

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CHAPTER 1

GENERAL

- | | |
|--------------------------------------|--|
| Short Title and Commencement: | <p>1.1. These Regulations may be called the "Orissa Electricity Regulatory Commission (Method of Recruitment and Conditions of Service of Officers and Staff) Regulations, 1997".</p> <p>1.2. These regulations shall come into force on the date of their publication in the Orissa Gazette.</p> |
| Applicability: | <p>2. These Regulations shall apply to all Officers/Staff of Orissa Electricity Regulatory Commission mentioned in regulation 4 of these regulation.</p> |
| Definitions: | <p>3. In these regulations, unless there is anything repugnant to the Subject or context:</p> <p>(a) "Act" means the Orissa Electricity Reform Act, 1995;</p> <p>(b) "Appointing Authority" means-</p> <ol style="list-style-type: none"> 1. the Chairman, In respect of the posts mentioned in sub-regulation (a) of regulation 4; and 2. the Director (Admn.) in respect of posts mentioned in sub-regulation (b) of regulation 4. <p>(c) "Commissioner" means Chairman or any member of the Commission;</p> <p>(d) "Competent Authority" means Chairman. and such other officers in the Commission designated from time to time for the purpose by the Commission in accordance with these regulations;</p> <p>(e) "Chairman" means the Chairman of the Commission;</p> <p>(f) "Member" means the member of the Commission;</p> <p>(g) "Function" means and includes all work related activities of the Commission;</p> <p>(h) "Service" means the service by staff/officers of the Commission;</p> <p>(i) "Year" means calendar year; and</p> |

(j) Words and expression used in these regulations but not defined unless the context otherwise requires, shall have the same meaning as respectively assigned to them in the Act.



CHAPTER 2

CATEGORISATION OF POSTS & STRENGTH OF OFFICERS AND STAFF

(a) The Officers of the Commission are categorised as under and the strength of each category and the source of recruitment of those categories are mentioned against each of them.

(i) Adviser to the Commissioner	3 Contract basis
(ii) Director (Engineering)	1 Direct Recruitment / Deputation
(iii) Director (Law)	1 Direct Recruitment / Deputation
(iv) Director (Tariff)	1 Direct Recruitment / Deputation
(v) Director (Admn.)	1 Direct Recruitment / Deputation
(vi) Commission Secretary	1 Direct Recruitment / Deputation
(vii) Joint Director (Engineering)	1 Direct Recruitment / Deputation
(viii) Joint Director (Tariff)	2 Direct Recruitment / Deputation
(ix) Joint Director (Law)	1 Direct Recruitment / Deputation
(x) Information Officer	1 Direct Recruitment / Deputation
(xi) Information Technology Manager	1 Direct Recruitment / Deputation
(xii) Senior Economic analyst	1 Direct Recruitment
(xiii) Senior Financial Analyst	1 Direct Recruitment
(xiv) Deputy Director (Engineering)	1 Direct Recruitment / Deputation
(xv) Deputy Director (Tariff)	2 Direct Recruitment / Deputation
(xvi) Information Technology Specialist	1 Direct Recruitment / Deputation
(xvii) Assistant Legal Adviser	1 Direct Recruitment / Deputation
(xviii) Accounts Officer	1 Direct Recruitment / Deputation
(xix) Junior Financial Analyst	1 Direct Recruitment / Deputation

(b) The staff of the Commission, their strength and source of recruitment are as follows :

(i) Private Secretary	3 Contract basis/Direct Recruitment/Deputation
(ii) Junior Supporting Staff	6 Direct Recruitment / Deputation
(iii) Receptionist/Caretaker	1 Direct Recruitment / Deputation
(iv) Drivers (Light Vehicle)	4 Direct Recruitment
(v) Attendant/Messenger/Peon	4 Direct Recruitment

Vacancy in the post:

5. Nothing in [Clauses \(a\)](#) or [\(b\)](#) of [regulation 4](#) shall be construed as requiring the Commission to have at all times the Officers/Staff serving in all the categories of posts.



CHAPTER 3**PLACEMENT**

Placement of
Officers

6.1. The post that an officer/staff is to occupy at any time shall be decided by the Commission.

6.2. Subject to exigencies of service or availability of posts, an officer/staff may be placed in any other post corresponding to his grade.

6.3. An officer may be allowed to hold more than one post for which no extra remuneration shall be paid.

**CHAPTER 4****RECRUITMENT AND OTHER CONDITIONS OF SERVICE**

Appointment:

7.1. All appointments to the post of Officers/Staff shall be made by the Authority as indicated in [sub-regulation \(b\) of regulation 3](#).

7.2. The persons who are working in the Commission prior to commencement of these regulations shall be eligible for being considered along with the outsiders for the purpose of direct recruitment to various grades irrespective of their age but subject to upper age limit prescribed in regulations, provided they fulfil the prescribed eligibility criteria for being considered for the post.

7.3. A person to be directly appointed should be of sound health, good physique and active habits. Every candidate for appointment shall be examined by a Medical Board. A candidate who fails to satisfy the Medical Board shall not be appointed.

7.4. A candidate to be appointed has to possess necessary qualification and experience, as prescribed post-wise, given in [Appendices I & II](#), to these regulations. However, the Commission, after recording reason, may relax the eligibility criteria for appointment with regard to posts and persons in appropriate cases.

7.5. All appointments shall be subject to verification of character and antecedents, as may be decided by the Commission from time to time.

Constitution of
Selection Board:

8.1. There shall be Selection Board for selection of candidates for appointment to the posts mentioned in [sub-regulation \(a\) of regulation 4](#), which shall consist of the following members:-

- * Chairman - Chairman of the Commission
- * Member - Two members of the Commission
- * Member - One subject specialist to be nominated by the Commission
- * Director (Adm.) - shall be the Convener of the Selection Board.

8.2. (i) there shall be separate Selection Board for selection of candidates for appointment to the posts mentioned in [sub-regulation \(b\) of regulation 4](#), which shall consist of the following members:


- a. Senior most person among the Directors and the Commission Secretary.
- b. Director (Admn.) or if he happens to be the Senior most, then the next senior Director.
- c. Commission Secretary or if he happens to be Senior most, then another Director as nominated by the Chairman of the Commission.

(ii) Director (Adm.) will be the Convenor of the Selection Board.

8.3. (i) The Selection Board shall meet as and when it becomes necessary.

(ii) The recommendations of the Selection Board shall be final and will remain valid for a period of six months.

Age Limit:	9. The age limit for direct recruitment to the post of Drivers, Attendants, Messengers, and Peons shall be as per the prevailing rules of Government of Orissa as modified from time to time. However, in respect of the remaining staff, there shall be no upper age limit for considering them for appointment in the Commission subject to the condition that they shall be three years less than the age of superannuation as fixed by the Government of Orissa for its employees working in the corresponding grade.
Application for appointment:	<p>10.1. The Commission may announce in such manner as it thinks fit the number of vacancies to be filled by direct appointment and shall invite applications from candidates eligible for appointment to the service. Every candidate shall submit his application in the prescribed form along with prescribed fees and documents to the Director (Administration) or any other designated officer of the Commission so as to reach him not later than such date as may be notified.</p> <p>10.2. Every candidate shall submit his application in the prescribed form along with prescribed fees and documents to the Director (Administration) or any other designated officer of the Commission so as to reach him not later than such date as may be notified.</p> <p>10.3. The application shall accompanied with a Treasury Chalan for the prescribed amount in the appropriate Head to be notified in the notice inviting application for the post.</p>
Certificates:	<p>11. The candidate must submit along with his application :-</p> <p>11.1. evidence that he holds the requisite educational qualification,</p> <p>11.2. certificates of character and conduct from the head of college in which he has last studied in case of candidates who have not served earlier in any capacity in State Government/Public Sector Undertakings,</p> <p>11.3. evidence of age, which should be the High School Certificate,</p> <p>11.4. every person for appointment who has not passed from Oriya Medium School shall produce a certificate that he has passed a test in Oriya equivalent to at least the M. E. Standard, and</p> <p>11.5. caste certificate from the competent authority in case of candidates belonging to S.C., S.T. and SEBC.</p>
Process of application:	12. The Commission shall consider all valid applications received and interview those who are short-listed considering the number of vacancies.
Selection of candidate:	13. On the recommendation of the Selection Board the Commission shall prepare a list of candidates arranged in order of merit.
Selection in case of direct recruitment:	<p>14.1. The appointment shall be given on the recruitment basis of merit shown in the select list.</p> <p>14.2. Every candidate selected for appointment, who had earlier not been in Government service, shall be examined by the Medical Board</p>
Pay fixation:	15. The pay of the selected candidates may be fixed in the suitable stage of the pay scale of the Post as deemed appropriate by the Commission.
Original Certificates:	<p>16. All the candidates shall produce the originals of the following certificates at the time of the requirement / viva-voce test and again immediately before the joining, if selected :-</p> <p>16.1. H. S. C. or its equivalent examination as proof of age</p> <p>16.2. Documents in support of educational qualification and experience</p> <p>16.3. Certificate of caste/tribe/category, if claiming the reserved post.</p>

- Probation:**
- 17.1.** All the direct recruits shall be on probation for a period of one year from the date of their joining.
- 17.2.** The period of probation shall not include the following-
- (i) the period spent on Earned Leave, Extraordinary Leave and the Medical Leave availed during the period of Probation; and
 - (ii) the period of unauthorised absence and the period held not to be on duty by the Commission.
- 17.3.** The Commission may extend the period of probation for a maximum period of one year in one or more installments if in the opinion of the Commission on the performance of the probationer has not been found up to its satisfaction.
- 17.4.** The commission may dispense with the services of a probationer after giving him/her a month's notice and the probationer shall not be entitled to any compensation for the termination.
- 17.5.** If a person is serving in the Government of Orissa or the Public Sector Undertakings of Government of Orissa and is selected for appointment in the Commission, he/she shall be allowed to keep his/ her lien over the post in the Government/Public Sector Undertakings till his confirmation in the Commission.
- Reservation of Vacancy:**
- 18.** Vacancies shall be reserved for the candidates belonging to Scheduled Caste and Scheduled Tribe in accordance with the provisions contained in the Orissa Reservation of Vacancies in posts and Services (for Scheduled Castes and Scheduled Tribes) Act, 1975 and the rules framed thereunder and SEBC in accordance with the instructions of the State Government in force.
- Training:**
- 19.1.** Every Officer may be required to undergo such training or course conducted in house and / outside as may be prescribed by the Commission.
- 19.2.** The Officer who is required to undergo any training or course may be required to execute a bond to serve the Commission for such period as may be prescribed which shall not exceed 12 months for every one month of training or course subject to a maximum of two years after completing the training or course. Failure to serve the Commission for the stipulated period will render the candidate liable to refund the amount spent on him for training along with emoluments paid to him during the training period.
- 19.3.** If an Officer is charged with misconduct during the period of training then he/she would be called back from training appropriate disciplinary proceedings would be initiated. He/she may be required to refund the amount spent on him/her for the training, if the Commission so decides.
- Retirement:**
- 20.** Officers/Staff shall retire from the service of the Commission on attaining the age of superannuation in accordance with the prevailing rules of the State Government. 

CHAPTER 5

RENUMERATION AND OTHER BENEFITS

- Pay Scale:**
- 21.1.** The pay scale of the Officers/Staff shall be as provided in the [Appendix III](#).
- 21.2.** The scale of pay of Officers and staff of the commission shall be revised at par with Officers of corresponding grade/scale under Government of Orissa
- 21.3.** The Officers and staff of the Commission shall be entitled to D.A. etc. as admissible to corresponding grade of officers/staff under the Government of Orissa.
- 21.4.** The house rent, the conveyance and wages of a servant will be reimbursed to the entitled persons at the rates as determined by the Commission from time to time.
- 21.5.** Officers joining on deputation, as well as officers and staff recruited by the Commission, shall be eligible for all types of interest bearing advances as well as non-

interest bearing advances as admissible to officers / staff of Government of Orissa.

Subscription to the Provident Fund:	22. The officers and the staff of the Commission Fund will be eligible to subscribe to the General Provident Fund (Orissa) with effect from the date of joining in the Commission , as applicable to the officers/staff under Government of Orissa.
Retirement Benefits:	<p>23.1. The pensionary and other benefits will be sanctioned and paid by the Commission.</p> <p>23.2. The pensionary services rendered by an Officer/Staff under the Government of Orissa/Public Sector Undertakings prior to the date of joining in the Commission shall be taken into account for the purpose of grant of the pensionary and other retirement benefits together with the service rendered by them under the Commission after joining the Commission. The services rendered under the State Government of such officer and staff shall be deemed to be service under the Commission for the purpose of pensionary and other retirement benefits.</p>
Service Continuity:	<p>24.1. The period of service of the personnel under the Government of Orissa/Public Sector Undertakings as the case may be, shall be treated as continuous for the purpose of all service benefits.</p> <p>24.2. The personnel joining the service of Commission on transfer or otherwise from Government / Public Sector Undertakings shall be deemed to have entered into the agreement with the Commission or the respective nominated authority, as the case may be, to repay the loans, advance a and other sums due or otherwise perform the obligations undertaken by them to the State Government/ Public Sector Undertakings which remain outstanding against him on the date of joining as per the original terms and conditions.</p>
Contract Service:	25. In the exigencies of Public service and after recording reasons therefore the vacant posts in the Commission may be temporarily manned through contract service for a period not exceeding two years.
Power of relaxation:	26. The Commission may, in the Public interest and after recording the reasons in writing, relax the provisions of these regulations, including the eligibility criteria for appointments to posts, in appropriate cases.
Applicability of CCA rules and services code:	<p>27.1. The Orissa Civil Services (Classification, And Service Code Control and Appeal) Rules, 52 as amended from time to time shall be applicable, mutatis-mutandis to the officers/staff of the Commission, provided the reference in the said rules regarding consultation with the Orissa Public Service Commission and the appeal / review of the orders by the Governor shall not be applicable. The appeals against the original orders of the subordinate authority in the disciplinary proceedings shall lie to the Chairman, and the appeals against the original orders of the Chairman in the disciplinary proceedings shall lie with the Commission. The applicability of the rules above shall be subject to the condition that in case of any conflict between the rules and these regulations, the later shall prevail.</p> <p>27.2. Except as otherwise provided in these regulations the other conditions of service of the Officers and staff of the Commission shall be regulated by the relevant rules in force of the State Government for its employees.</p>
Applicability of conduct rules:	28. The provisions of the Government Servants Conduct Rules, as applicable to the employees of Government of Orissa shall also be applicable to the employees of the Commission subject to the condition that in case of any conflict between those rules and these regulations the later shall prevail.
Interpretation:	29. If any question arises relating to the interpretation of these regulations the interpretation of the Chairman of Orissa Electricity Regulatory Commission will be final.



[Appendix I](#)

[Appendix II](#)[Appendix III](#)**By order of the Commission****S. K. JENA**

Director (Administration)

APPENDIX I

NAME OF THE POST	MINIMUM REQUIRED QUALIFICATION	ADDITIONAL QUALIFICATION DESIRABLE
1. Adviser to the Commission	a. Graduate degree from a recognised university. b. Experience and expertise in any of the fields of electricity sector, law, finance, management, accountancy and economics. c. Excellent written and verbal communication skills.	
2. Director of Engineering	a. Graduate degree in Electrical / Power Engineering. b. 15 years of engineering experience with at least five years at management level in large power utilities with generation, transmission & distribution facilities. c. Good written and verbal communication skills.	a. Experience in the development of electricity tariffs. b. Experience in commercial issues, or power purchase agreements.
3. Director of Law	a. Degree in law from recognized University / law school. b. Eligible to practice law c. 15 years of professional experience or similar experience under Central/State Government. d. Excellent written and verbal communication skills. e. Specialization on the subject of Commercial Laws.	a. Demonstrated knowledge in power sector. b. Experience in providing legal advice on commercial issues. c. Litigation experience. d. Experience in drafting statutes and /or regulations. e. Experience in contract and/or administrative law.
4. Director of Tariff	a. Post-graduate degree in Economics or Graduate degree in Electrical/Power Engineering. b. 15 years experience as a professional economist or Professional Engineering	a. Experience in commercial enterprise. b. Demonstrated capability in analytical modeling.

	experience of which at least five years include managing professional staff.	c. Good written and verbal communication skills.
	c. Experience in the development of tariffs in power sector utilities.	
5. Director (Admn.)	<p>a. Graduate degree from a recognized university.</p> <p>b. 15 years experience in administrative post at management level dealing with Human Resources Development, personnel, and/or procurement.</p> <p>c. Excellent written and verbal communication skills.</p> <p>d. Knowledge of Government accounting and budget procedure.</p>	a. Experience in managing a Government organization.
6. Commission Secretary	<p>a. Graduate degree from a recognized university.</p> <p>b. 10 years judiciary or administrative experience out of which 5 years at management level.</p> <p>c. Demonstrated ability to organize complex tasks.</p> <p>d. Excellent written and verbal communication skills.</p>	<p>a. Work experience in a Government organization.</p> <p>b. Demonstrated knowledge and/or experience in a regulated industry or with a regulatory body or in a judicial body.</p>
7. Joint Director of Engineering	<p>a. Graduate in electrical/power engineering.</p> <p>b. 10 years experience with at least two years at the management level in large power utilities with generation, transmission and distribution facilities.</p> <p>c. Good written and verbal communication skills.</p>	<p>a. Power system planning experience.</p> <p>b. Operational experience in generation, transmission and distribution.</p> <p>c. Familiarity with electricity tariff issues.</p> <p>d. Experience in managing engineering professionals.</p> <p>e. Demonstrated capacity in analytical modeling.</p>
8.(a) Joint Director of Tariff (Economist)	<p>a. Post-graduate degree in Economics or Finance.</p> <p>b. 10 years professional experience in economic analysis.</p> <p>c. Experience with managing staff.</p>	<p>a. Graduate degree in Macroeconomics</p> <p>b. Demonstrated knowledge and/or experience in the power sector.</p> <p>c. Good written and verbal communication skills.</p>

	<ul style="list-style-type: none"> d. Demonstrated capability in analytical modeling. e. Experience in cost analysis and accounting. 	<ul style="list-style-type: none"> d. Knowledge of accounting. e. Experience in commercial enterprise.
8.(b) Joint Director of Tariff (Engineering)	<ul style="list-style-type: none"> a. Degree in Electrical/Power Engineering. b. 10 years professional experience at the Management level in large power utilities with generation, transmission and distribution facilities. c. Experience with managing staff. 	<ul style="list-style-type: none"> a. Graduate degree in Macroeconomics. b. Demonstrated knowledge and/or experience in the power sector. c. Good written and verbal communication skills. d. Knowledge of accounting. e. Experience in commercial enterprise.
9. Joint Director of Law	<ul style="list-style-type: none"> a. Degree in law from recognized University or Law School. b. Eligible to practice law. c. 7 years of professional experience. d. Excellent written and verbal communication skills. 	<ul style="list-style-type: none"> a. Experience in utility or regulatory law. b. Demonstrated knowledge in the power sector. c. Litigation experience. d. Experience in contract and/or administrative law.
10. Information Officer	<ul style="list-style-type: none"> a. 5 years of journalism (Press, T.V. or Radio) or public relations experience. b. Excellent written and oral communication skills. c. Background in financial or economic writing/analysis. d. Computer skills, especially word processing, database and presentation programme. e. Graduate degree in a relevant discipline such as in mass Communication, Journalism, or Business Economics from a recognized university. 	<ul style="list-style-type: none"> a. Direct experience in two or more forms of media (Press, TV, Radio, Multimedia) b. Knowledge of electricity industry. c. Experience in writing corporate annual reports. d. Experience in preparing and delivering public presentations.
11. Information Technology Manager	<ul style="list-style-type: none"> a. Graduate degree in Computer Science or related field. b. 5 years experience in information technology management. c. Experience in managing staff. 	

d. Good written and verbal communication skills.

12. Senior Economic Analyst

a. Post graduate degree in Economics, Finance or equivalent.

a. Demonstrated knowledge and/or experience in the power sector.

b. 7 years professional experience in financial analysis.

b. Good written and verbal communication skills.

c. Experience in managing staff.

c. Knowledge of macroeconomics.

d. Demonstrated capability in analytical modeling.

d. Knowledge of cost analysis and accounting.

e. Experience in commercial enterprise.

13. Senior Financial Analyst

a. Graduate degree in Accounting or equivalent.

a. Experience in commercial enterprise.

b. Chartered Accountant.

b. Demonstrated knowledge and/or experience in the power sector.

c. 5 years professional experience in accounting.

c. Good written and verbal communication skills.

d. Experience in managing staff.

d. Knowledge of accounting requirements for enterprises subject to Companies Act.

e. Knowledge of accounting requirements of governmental entities.

14. Deputy Director of Engineering.

a. Graduate degree in Electrical/Power Engineering.

a. Operational experience in generation / transmission / distribution.

b. 5 years experience with a large power utility with generation, transmission and distribution facilities.

b. Experience in commercial issues, power purchase agreements, and/or electricity laws.

c. Direct operational experience in transmission and distribution.

c. Familiarity with electricity tariff issues.

d. Good written and verbal communication skills.

d. Knowledge of economics.

e. Demonstrated capability in analytic modeling.

15.(a) Deputy Director of Tariff (Economist)

a. Graduate degree in Economics or Finance.

a. Good written and verbal communication skills.

b. 4 years of professional experience in economic analysis.

b. Knowledge of accounting.

c. Demonstrated capability in analytical modeling including spreadsheet and

database skills.

d. Experience in managing staff.

**15.(b) Deputy
Director of Tariff
(Engineering)**

- a. Graduate degree in Electrical/Power Engineering.
- b. 4 years of professional experience in Power Sector at the Managerial level in large power utilities with generation, transmission and distribution facilities.
- c. Experience with managing staff.

- a. Good written and verbal communication skills.
- b. Knowledge of accounting.

**16. Information
Technology
Specialist**

- a. Degree in Computer Science or related field.
- b. 2 years experience in information technology management.
- c. Good written and verbal communication skills.

**17. Assistant Legal
Adviser**

- a. Degree in Law from recognized University or Law School.
- b. Excellent written and oral communication skills.
- c. Eligible to practice law.
- d. 5 years of professional experience.

- a. Experience in utility or regulatory law.
- b. Demonstrated knowledge and/or experience in the Power Sector.
- c. Litigation experience
- d. Experience in contract and/or administrative law.

**18. Accounts
Officer**

- a. Graduate degree
- b. Chartered Accountant or with minimum 10 years service in Orissa Finance Service.
- c. Experience with managing office budgets and payroll in the context of GOO or GOL

- a. Demonstrated computer skills, especially spreadsheet and database skills.
- b. Good written and verbal communication skills.

**19. Junior
Financial Analyst**

- a. Graduate degree in accounting or equivalent.
- b. Chartered Accountant
- c. 3 years of professional experience in accounting.
- d. Demonstrated capability in analytical modeling including spreadsheet and database

- a. Knowledge of macroeconomics.
- b. Demonstrated knowledge and/or experience in the power sector.
- c. Good written and verbal communication skills.



APPENDIX II

20. Qualifications for the Supporting Staff:

20.1. Private Secretary: Must have worked as P.A. under any Heads of the Department in Government of Orissa or Public Sector undertakings for at least 3 years and must have experience of 20 years in regular service. He should have or should be able to acquire within three months good knowledge in Word Processing in Computer.

20.2. Junior Supporting Staff:

(a) Basic Educational Qualification - Must be a Graduate in any discipline from a recognized University.

(b) Computer skill - The candidate must have Diploma in Computer Application or certificate course in DTP. He/she must have sufficient experience in data entry, spreadsheets and must have good knowledge and operational experience in MS Windows 3.1 and above. The candidate must be able to type minimum 40 words per minute in computer and be able to take print outs.

(c) Should have adequate exposure in noting, drafting and disposal of cases involving legal, commercial and technical matters.

(d) Shorthand Test - The candidate must be able to take shorthand dictation with a minimum speed of 80 words per minute.

(e) Experience in Stenography and Computer operation for 1 year.

20.3. Receptionist/Caretaker:

(a) Basic Qualification - Must have passed HSC from Board of Secondary Education, Orissa. Must have basic knowledge in computer operation and should have experience in reception, caretaking EPABX, intercom connections.

(b) Should have worked in Govt./PSU/reputed firms.

20.4. Driver:

He should have a Light Vehicle Licence and experience of 3 years in driving cars. He must have sufficient knowledge about traffic rules, maintenance of the vehicles and should be able to undertake minor repair works required for normal running of the vehicles. His eyesight should be normal. He should have sound health.

20.5. Support Attendant/Messenger/Peon:

He must be able to read and write oriya, having good physique and knowledge of cycling.



APPENDIX III

POST	LEVEL	SCALE OF PAY (Rs.)
Director (Engineering)	Director	5,100 - 6,500
Director (Law)	Director	5,100 - 6,500
Director (Tariff)	Director	5,100 - 6,500
Director (Administration)	Director	5,100 - 6,500
Commission Secretary	Director	5,100 - 6,500
Joint Director (Engineering)	Joint Director	4,500 - 5,700
Joint Director (Tariff)	Joint Director	4,500 - 5,700
Joint Director (Law)	Joint Director	4,500 - 5,700
Information Technology Manager	Joint Director	4,500 - 5,700
Senior Economic Analyst	Joint Director	4,500 - 5,700
Senior Financial Analyst	Joint Director	4,500 - 5,700
Adviser to Commissioner	Joint Director	4,500 - 5,700

Information Officer	Joint Director	3,700 - 5,000
Deputy Director (Engineering)	Deputy Director	3,200 - 4,700
Deputy Director (Tariff)	Deputy Director	3,200 - 4,700
Assistant Legal Adviser	Deputy Director	3,200 - 4,700
Information Technology Specialist	Deputy Director	3,200 - 4,700
Junior Financial Analyst	Deputy Director	3,200 - 4,700
Accounts Officer	Deputy Director	3,000 - 4,500
Private Secretary	Supporting Staff	2,200 - 3,500
Junior Supporting Staff	Supporting Staff	1,200 - 2,040
Receptionist / Caretaker	Supporting Staff	1,200 - 2,040
Driver	Supporting Staff	950 - 1,500
Attendant / Messenger / Peon	Supporting Staff	750 - 940



By order of the Commission
S. K. JENA
Director (Administration)