

DELHI ELECTRICITY REGULATORY COMMISSION

Viniyamak Bhawan, C-Block, Shivalik, Malviya Nagar, New Delhi – 110017

NOTICE FOR VACANCY

(A) VACANCY AT A GLANCE

Name of Post	No. of Post	Pay Matrix	Mode of Appointment	Core Profile
1.Joint Director (Admin) Group- 'A'	01	Level-13 (Rs.123100 -215900)	Deputation	Personnel administration, service matters and all employee-related functions.

(B) POST ELIGIBILITY IN DETAIL

1. Joint Director (Admin.)

PAY MATRIX Level-13 (Rs.123100 -215900) Group-A	MODE OF APPOINTMENT Deputation	VACANCY 01
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Essential Qualification / Eligibility	Desirable Qualification / Experience
1. Graduate degree from a recognized University.	1. Administrative Experience in Managerial capacity in Human Resource Management.
2. Officers holding analogous posts on regular basis OR with 2 years' regular service in Pay Matrix Level-12 (7th CPC)/ Grade Pay Rs 7600/-(6th CPC) OR With 5 years regular service in Pay Matrix Level-11 (7th CPC)/ Grade Pay Rs 6600/-(6th CPC)	2. Experience of working in Regulatory agency / Local bodies. 3. Experience of handling Budget, Planning Accounting and Material Management in Govt. Organizations.

(C) MODE OF APPOINTMENT

The mode of appointment for the above post is Deputation from Central / State / UT Government Departments, Statutory/Autonomous/ Constitutional/Cooperative/Local Govt. Bodies and Public Sector Undertakings, Corporations etc. under administrative control of Central/State/UT Governments.

(D) COMPENSATION & BENEFITS

(i) The Compensation made on Deputation basis will be governed by the applicable DERC (Management & Development of Human Resources) Regulations, 2001, as amended from time to time, and the terms applicable to the mode of appointment. This Regulation is available on DERC Website link <https://www.derc.gov.in/regulations/management-and-development-human-resources-regulations>. The other terms and conditions of appointments on Deputation basis will be regulated in accordance with the instructions contained in the Department of Personnel & Training OM. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010, as amended from time to time.

(ii) The appointments made to the Commission on deputation basis shall be for a period not exceeding three years in the first instance which will be extendable / renewable for upto a maximum period of six years at the discretion of the Commission which shall be based on the performance appraisal report submitted by the designated authority as nominated by the Commission, subject to concurrence of Parent Department of Deputationist.

(iii) **Lease Accommodation:** Candidates selected on Deputation Basis for the above post will be Provided Lease Accommodation as per entitlement below: -

7th CPC Pay Matrix Level	Rental Ceiling of Lease Accommodation (Rs)per month*
1.Joint Director (Admin) Level-13 (Rs.123100 -215900)	86,360
*Subject to Revision from time to time	

(iv) **Staff Car Facility:** Candidate selected for the post of Secretary/ED Level will be provided staff car facility as per staff car rules. However, transport allowance will be provided to all level positions along with vehicle support to attend all official meetings/movements.

(v) **Training Opportunities:** The officers will also get an opportunity to attend various training programs/conferences/professional seminars and study tours, nationally as well as internationally.

(vi) **Other Facilities:** The following facilities / reimbursement, if not availing from any other source, will be provided as per entitlement to the employees selected on deputation: -

- Medical Allowance / Facility.
- Telephone Facility / Reimbursements for residential telephone.
- Internet facility.
- Newspaper and periodicals.
- Children Education Allowance.

(E) AGE LIMIT

- The age limit is subject to general guidelines issued by Central Govt. / Govt. of NCT of Delhi.
- The crucial date for determining eligibility criteria / age limit would be last date of submission of application.
- The Maximum age limit for Deputationist will be 56 years.

(F) GENERAL CONDITIONS

- (i) The number of vacancies against the post may vary and the Commission reserves the right not to fill any of the above mentioned existing vacancies. In case of any eventuality, no action on the application received against this existing vacancy shall be taken by the Commission and the advertisement of such vacancy shall be treated as withdrawn.
- (ii) All candidates should have fulfilled the minimum eligibility on the date of application. Further, merely fulfilling the minimum qualifications or the eligibility criteria does not entitle a candidate to be necessarily considered or called for interview. More stringent criteria may be applied for short-listing the candidates to be called for skill test / interview.
- (iii) Canvassing in any form shall be a disqualification for the post. No correspondence with the applicants will be entertained.
- (iv) For fulfilling the eligibility criteria of the post, regular service of certain years in various pay scales of Central / State / UT Government Departments, Statutory / Autonomous/ Constitutional /Cooperative/Local Govt. Bodies and Public Sector Undertakings, Corporations etc. under administrative control of Central/State/UT Governments has been prescribed as essential qualification. The pay scale shown in the eligibility criteria are Central Government Scale/ Delhi Government Scale of Pay and Dearness Allowance pattern applicable w.e.f. 01.01.2016 and the eligibility of candidates shall be accordingly determined with reference to the pay scales.
- (v) The eligibility of such candidates who are working in Public Sector Undertakings or other Govt. Organizations where Industrial / Variable Dearness Allowance pattern is applicable shall be determined by equating their IDA/VDA pattern Pay scale with the requisite CDA pattern Pay scales of eligibility in the following manner:

Central DA pay scale 7th CPC Pay Matrix Level	Industrial/Variable DA pay scale
1. Joint Director (Admin) Level-13 (Rs.123100 -215900)	Minimum of Pay scale held by the Candidate + Dearness pay, if any + Applicable Industrial / Variable Dearness Allowance

Further, only those applicants who hold the post as well as the pay scale of that post on substantive basis shall be considered eligible for appointment.

(G) HOW TO APPLY

1. SUBMISSION OF APPLICATION:

The candidates must submit application through ONLINE mode only for which a provision has been made in DERC website. The candidates should click the link <https://www.derc.gov.in/app/home/openings> provided in the notice for vacancy to open ONLINE Application Form. Please follow the instructions and proceed to fill the form. Please note that all fields to be filled and no column should be left blank. You are also requested to upload relevant documents at appropriate column to substantiate essential qualifications possessed by you along with last 03 months' salary slips, ITR Statements, FORM-16 (for verification purpose).

2. Submission of Undertaking:

The candidate has to give Undertaking as mentioned below: -

The employees serving in Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc. must submit **UNDERTAKING** as per **Annexure – I**.

3. Last date of application:

The last date for submission of application is **26.10.2026**.

4. Applicants working in Central/State/UT government service or in the service of autonomous / Statutory/ / PSU / corporations etc. are required to submit "No objection Certificate" from the employer, at the time of interview, if not uploaded with the online application earlier. The NOC should also indicate the vigilance clearance from the Parent Department.
5. Incomplete application or application submitted in a different format is liable to be summarily rejected.
6. Corrigendum / Addendum / Cancellation to this advertisement and other updates on recruitment, if any shall be published on DERC website only. Therefore, the candidates are advised to check DERC website regularly.
7. For any query/clarification please contact:

Prashasti De,
Dy. Director (Pers.) DERC,
Email id:hrdivderc@gmail.com,
Tel: 011-41080414

**APPLICATION FOR THE POST OF JOINT DIRECTOR (ADMIN) ON DEPUTATION BASIS IN DELHI ELECTRICITY
REGULATORY COMMISSION**

UNDERTAKING

(Applicable to candidates serving in Government / PSU / Autonomous Body / Statutory Body / Local Body / Corporations etc.).

1. I certify that all statements made in this application are true, complete and correct to the best of my knowledge and belief.
2. I certify that I am eligible for the post applied for vis-à-vis the age or qualifications or experience prescribed for the said post.
3. I certify that no vigilance / disciplinary case is pending against me.
4. I certify that no major or minor penalty was imposed on me during the last 10 years of my service in the Ministry / Department / Organization.
5. I certify that no prosecution for criminal charge is pending against me in any court of law.

SIGNATURE OF CANDIDATE

NAME OF THE CANDIDATE

PLACE:

DATE: