

DELHI ELECTRICITY REGULATORY COMMISSION

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

Date: 24.09.2026

NOTICE FOR VACANCY

SENIOR ADMINISTRATIVE, PERSONNEL & FINANCE OPPORTUNITIES

Opportunity in the key administrative position of Secretary, Consumer assistance, Personnel and Accounts positions.

(A) VACANCIES AT A GLANCE

Name of Post	No.of Posts	Pay Matrix	Mode of Appointment	Core Profile
1.Secretary Group- 'A'	01	Level-14 (Rs.144200-218200)	Deputation	The Principal officer of the Commission & HOD, administration, regulatory coordination and nodal officer for all institutional affairs.
2. Joint Secretary Group- 'A'	01	Level-11 (Rs.67700-208700)	Deputation	Administrative coordination, regulatory support and institutional functions.
3. Dy. Director (Consumer Assistance) Group- 'A'	01	Level-11 (Rs.67700-208700)	Deputation	Consumer assistance, power-sector end-user issues and consumer communication.
4. Personnel Officer Group- 'B'	01	Level-8 (Rs.47600-151100)	Deputation	Personnel administration, service matters and all employee-related functions.
5. Assistant Accounts Officer Group-'B')	01	Level-8 (Rs.47600-151100)	Deputation	Accounts operations, financial records and computer-based accounting support.

(B) POSTS ELIGIBILITY IN DETAIL

1. Secretary

PAY MATRIX	MODE OF APPOINTMENT	VACANCY
Level-14 (Rs.144200-218200) Group-A	Deputation	01

Essential Qualification / Eligibility	Desirable Qualification / Experience
1. Graduate degree from a recognized University. 2. Officers holding analogous Posts on regular basis OR With 2 years regular service in the pay matrix Level – 13'A' (7 th CPC)/Grade Pay Rs. 8900/- (6 th CPC) OR equivalent OR With 3 years regular service in the pay matrix Level 13 (7 th CPC)/ Grade Pay Rs. 8700/-(6 th CPC) OR equivalent OR With 20 years of regular services in Central / State/UT Civil service out of which minimum 10 years in the pay matrix Level 12 (7 th CPC)/ Grade Pay Rs. 7600/- (6 th CPC)	Experience of working in Regulatory agency /Local Bodies will be preferred.

2. Joint Secretary

PAY MATRIX Level-11 (Rs.67700-208700) 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. 2. Officer holding analogous Post on regular basis OR With 3 years' regular service in the pay matrix Level - 10 (7 th CPC)/Grade Pay Rs. 5400/- (6 th CPC) OR equivalent OR With 5 years' regular service in the pay matrix Level – 8 (7 th CPC)/ Grade Pay Rs. 4800/- (6 th CPC) OR With 8 years' regular service in the Pay matrix Level -6 (7 th CPC)/ Grade Pay Rs. 4200/- (6 th CPC)	1. Experience of working in Regulatory agency/Local Bodies will be preferred.

3. Deputy Director (Consumer Assistance)

PAY MATRIX Level-11 (Rs.67700-208700) Group-A	MODE OF APPOINTMENT Deputation	VACANCY 01
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Essential Qualification / Eligibility	Desirable Qualification / Experience
1. Graduate Degree in any discipline from a recognized University/Institution.	1.Direct experience in two OR more forms of media (Press, TV, Radio, Multimedia)
2. 5 years' experience in power sector in areas directly connected to end users.	2. Familiarity with Electricity Laws
3.Demonstrated ability in dealing with consumer problems. 4. Officers holding analogous posts on regular basis OR With 3 years regular service in pay matrix Level- 10 (7 th CPC)/ Grade Pay Rs. 5400/- (6 th CPC) OR With 5 years regular service pay matrix Level – 8 (7 th CPC)/ Grade Pay Rs. 4800/- (6 th CPC) OR With 8 years regular service in pay matrix Level – 6 (7 th CPC)/ Grade Pay Rs. 4200/- (6 th CPC)	3. Degree in Engineering OR Law.

4. Personnel Officer

PAY MATRIX Level-08 (Rs.47600-151100) Group- B	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 /Drawing disbursing officer in Central/State Govt.
2. Officers holding analogous post on regular basis in Central/State Govt. OR any PSU under Central/State Govt. OR With 6 yrs. regular Service in the pay matrix Level – 6 (7 th CPC)/ Grade Pay Rs. 4200/-(6 th CPC)	2.Sound knowledge of Service and accounts matter

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5. Assistant Accounts Officer

PAY MATRIX Level-08 (Rs.47600-151100) Group- B	MODE OF APPOINTMENT Deputation	VACANCY 01
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Essential Qualification / Eligibility	Desirable Qualification / Experience
1. Commerce Graduate from a recognized university	1. Exposure to computer operations
2. 06 years regular service in Junior Accounts cadre of a Central / State Govt. OR any PSU/ Corporation under Central / State Govt. with at least 4 years' experience in accounts branch	

(C) MODE OF APPOINTMENTS

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 all the above posts will be Provided Lease Accommodation as per entitlement below: -

7th CPC Pay Matrix Level	Rental Ceiling of Lease Accommodation (Rs) per month*
1. Secretary Level-14 (Rs.144200-218200)	87,280
2. Joint Secretary Level-11 (Rs 67700-208700)	76,010
3. Dy. Director (Consumer Assistance) Level-11 (Rs 67700-208700)	76,010
4. Personnel Officer Level-8 (Rs 47600-151100)	54,643
5. Assistant Accounts Officer Level-8 (Rs 47600-151100)	54,643
*Subject to Revision from time to time	

(iv) **Staff Car Facility:** Candidate selected for the post of Secretary 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

(i) The age limit is subject to general guidelines issued by Central Govt. / Govt. of NCT of Delhi.

(ii) The crucial date for determining eligibility criteria / age limit would be last date of submission of application.

(iii) 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 posts, 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. Secretary Level-14 (Rs.144200-218200)	Minimum of Pay scale held by the Candidate + Dearness pay, if any + Applicable Industrial / Variable Dearness Allowance
2. Joint Secretary Level-11 (Rs 67700-208700)	
3. Dy. Director (Consumer Assistance) Level-11 (Rs 67700-208700)	
4. Personnel Officer Level-8 (Rs 47600-151100)	
5. Assistant Accounts Officer Level-8 (Rs 47600-151100)	

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 SECRETARY, JOINT SECRETARY, DY. DIRECTOR (CONSUMER ASSISTANCE),
PERSONNEL OFFICER AND ASSISTANT ACCOUNT OFFICER 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: