



HIMACHAL PRADESH ELECTRICITY REGULATORY COMMISSION
Keonthal Commercial Complex, Khalini, Shimla-171002
Tel No.0177-2627978, 2627263,2627907,2627908 Fax.No.0177-2627162
E-mail: hperc@rediffmail.com Website: www.hperc.org

No. HPERC-B(9)-1/2012-2629-2742

Dated :20.01.2017

To

1. All the Heads of Department /MDs of Corporations/Boards/
Heads of Autonomous Bodies in H.P.
2. All the Deputy Commissioners in H.P.

Subject: Requisition for filling up posts on secondment basis.

Sir,

Himachal Pradesh Electricity Regulatory Commission intends to fill up following posts on secondment basis in its office at Shimla initially for a period of one year in their own pay scale, which can be extended further on year to year basis. The incumbents should generally possess the essential eligibility criteria prescribed by the Govt. for the following posts or as per HPERC,Staff Regulation,2013 as under:-

Name of the post & pay scale	No. of posts to be filled up	Essential qualification/experience as per HPERC(Staff) Regulation,2013
1.Sr. Assistant/ Record Keeper 10300-34800 + GP 4400	2	1.Graduate with proficiency in typing, computing, drafting, accounting/financial matters and office procedures. 2.Well versed in official rules and regulations, maintenance of office record. 3.Holding an analogous post or any post equivalent grade in State Government/Central Government/PSU/Statutory Bodies or forum .
2. Driver 5910-20200 +GP 2000	2	1. Matriculation qualification and having experience in driving and having requisite driving license. 2. Holding an analogous post or any other similar post like mechanic, cleaner, conductor etc. in equivalent grade in State Government/Central Government/PSU/ Statutory Bodies or Forum.

You are ,therefore, requested to kindly send us the details of eligible and willing officials for the above mentioned posts along with their curriculum vitae. While forwarding the applications for the candidates it may please be certified that there is no vigilance case or disciplinary proceeding pending against them and information provided by the candidates in their curriculum vitae is correct. Photocopies of ACRs of last 3 years may also be forwarded to this Commission.

It is also requested that to elicit better response from aspiring candidate you may please circulate this requisition to your offices under your jurisdiction .We shall be grateful if you kindly arrange to send the particulars of suitable officials by 15th February,2017.

Yours faithfully,

Sd/-
(Kameshwar Singh Dhaulta)
Secretary