



Uttarakhand Renewable Energy Development Agency (UREDA)

(Department of Renewable of Energy, Govt. of Uttarakhand),

State Designated Agency of Bureau of Energy Efficiency

Urja Park Campus, Industrial Area, Patel Nagar, Dehradun 248001

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Recruitment Notice on Contractual Basis

Uttarakhand Renewable Energy Development Agency (UREDA), invites applications for engaging 1 (one) number of manpower (Energy Consultant) on contractual basis upto 30th September, 2023. The contract may be renewed on an annual basis. The complete application on the prescribed application form along with 2 passport size photographs and self-attested copies of certificates/mark sheets, giving complete details of their qualifications and experience with two references shall reach UREDA Office by 25th February, 2023 up to 5:00 PM. All other relevant details have been provided in UREDA website: www.ureda.uk.gov.in. UREDA reserves the rights to accept/reject any applicant or cancel the recruitment without assigning any reason.

Director, UREDA

Details of Advertisement

A. Details of Qualification Requirement for Engagement of Manpower

ENERGY CONSULTANT – EC (Energy Conservation & Energy Efficiency)

Number of Posts: 1

Number of post for Energy Consultant - EC (Energy Conservation & Energy Efficiency) is 1 (one) and shall be engaged in Uttarakhand Renewable Energy Development Agency (UREDA).

Minimum eligibility criterions

Essential:

1. Maximum age limit of the candidate should be 35 years as on 31/01/2023.
2. AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination.
3. Minimum 3 years post qualification experience in energy efficiency and its conservation, energy auditing, etc. as on 31/01/2023.
4. BEE certified Energy Auditor/ Energy Manager (Preference shall be given to BEE certified Energy Auditor/ Energy Manager)

Remuneration

1. Consolidated remuneration amount – Rs.50,000/- per month as per terms & conditions of the Agreement. EPF & Income Tax shall be deducted as per rules from the consolidated amount.
2. The TA/DA Shall be applicable as per the Uttarakhand Government rules.

B. Details of Scope of Work

Scope of work for the Post of Energy Consultant (EC) on contractual basis

1. Primary Duties

UREDA has undertaken demonstration projects in the area of Street Lightings and LED Village Campaign, Investment Grade Energy Audit (IGEA) of the Govt. Buildings, etc. The roles of Project Coordinators regarding Energy Conservation programme are as under:

- Preparation of annual action plans including budget estimation
- Preparation of annual reports
- Interaction with other Govt. Dept. / Organizations and Industries
- Preparation of schemes for promoting energy conservation as per norms of UREDA/BEE
- Implementation and monitoring support for different energy efficiency projects
- Verification and documenting capacity avoidance and energy savings realized
- Exploring new areas for implementation of energy conservation measures in the State
- Finalization and vetting of Detailed Project Reports (DPRs) for energy efficiency projects
- Conduct field visits for implementation and monitoring of different energy conservation activities
- Organizing awareness campaigns, workshops, seminars for different sectors and general public
- Facilitating energy audit and investment Grade Energy Audit of industries and industry clusters, Urban and local bodies, irrigation and water pumping systems, sewage systems, street lighting systems, buildings etc.
- Undertake activities as per the requirement of BEE as prescribed from time to time and any other activities which is felt necessary for fulfilment of the role of UREDA, as an SDA, as prescribed under EC Act 2001
- Any other project/task assigned by UREDA.

2. Facilitate smooth and timely implementation of other schemes of BEE

BEE has initiated a number of energy efficiency initiatives in the areas of household lighting, commercial buildings, standards and labelling appliances, demand side management in agriculture/municipalities, SME's and large industries including the initiation of the process for development of energy consumption norms for industrial sub sectors, etc. BEE envisages that the role of UREDA in various schemes will be extremely crucial to facilitate achievements of the national targets set by the Govt. of India.

3. Standards & Labelling Scheme:

- Facilitate in contributing to the capacity building of the retailers and showroom salesman activities
- Facilitate in conduct of consumer awareness programs to spread awareness
- Facilitate in ensuring larger penetration for voluntary products
- Facilitate enforcement of labeling scheme of mandatory products in the State

4. Buildings Scheme:

New Commercial Buildings

- Facilitate in amendment of ECBC to suit local climatic conditions
- Facilitate in incorporation of amended ECBC in municipal building bye-laws
- Facilitate in capacity building of architects, designers and verifiers for ECBC compliant buildings.
- Facilitate in imparting training to building owners on submission of required data as per prescribed format once buildings are notified as DCs.

Existing Commercial Buildings

- Facilitate retrofit through ESCO route or by building owners themselves.
- Facilitate promotion of star labeling scheme of BEE.

5. Municipal DSM:

- Facilitation in implementation of BEE MuDSM programme

6. Agricultural DSM:

- Facilitate implementation of regulations / notifications by the State Govt. to mandate the use of BEE star labeled pump sets for new connections.
- Facilitate in setting up of monitoring mechanism to quantify the outcome

In addition to the above, the Energy Consultant (EC) will be required to do any other task pertaining to schemes of BEE and other schemes as per direction provided by Director/Chief Project Officer/Program In-charge, UREDA.

C. Selection Criteria

Energy Consultant (EC)

1. All the candidates fulfilling the minimum eligibility criteria shall be called for interview.
2. UREDA shall display the date of interview and the list of shortlisted candidates for interview in UREDA's website www.ureda.uk.gov.in after verifying the documents and application submitted by the candidates.
3. The final selection of candidate shall be based on the interview performance.
4. Candidates are advised to keep a track of UREDA website for information regarding the selection.
5. Director UREDA reserves the right to accept/reject any applicant or cancel the recruitment without assigning any reason.

D. Terms and Conditions

The Energy Consultant (EC) shall abide with the following:

1. The Energy Consultant (EC) shall be stationed at UREDA headquarter, Dehradun.
2. The selected manpower shall report to Officer In-charge, UREDA as per their posting.
3. The selected manpower may be called upon to attend office on holidays / Sundays in the interest of work.
4. UREDA shall pay the remuneration of Energy Consultant (EC) on a monthly basis.
5. Employment will be purely on contractual basis and initial contract would be for a period 30th September, 2023. The contract may be further renewed on an annual basis with mutual agreement.
6. The selected manpower shall be entitled for leave of 12 Casual leave, 15 Earned leave & 7 Medical leave in a year.
7. The selected manpower shall enter in to an Agreement with UREDA.
8. Whatever knowledge / information gathered by the selected manpower during the agreement period shall not be used for any other purpose other than UREDA's interest, without prior permission of UREDA.

E. General Instructions

1. The Application in the given formats is to be submitted to the **“Director, Uttarakhand Renewable Energy Development Agency (UREDA), Energy Park Campus, Industrial Area, Patel Nagar, Dehradun-248001”** along with self-attested copies of certificates/marks sheets for educational qualifications (starting from matriculation), Passport size recent photograph and details of Experience **through registered/speed post only** so as to reach UREDA latest by **25th February, 2023**.
2. The crucial date for the existing vacancy for determining eligibility criteria/age limit/experience would be on 31/01/2023.
3. Candidate must mention on the top of the envelop **“Application for the Post of Energy Consultant (EC) on Contractual basis**.
4. **Incomplete applications or submitted in different format are liable to be summarily rejected.** The UREDA reserves the right to cancel the applications found incomplete in all respects. Mere fulfilling the eligibility criteria does not entitle the candidate to be considered for selection process. The UREDA reserves the right to shortlist the applications and only shortlisted candidates will be contacted/called for interview.
5. Any lobbying /canvassing would disqualify the candidates.
6. Applications received after last date will not be considered.
7. Director UREDA reserves the right to accept/reject any applicant or cancel the recruitment without assigning any reason.

**FORMAT FOR APPLICATION
FOR
ENERGY CONSULTANT (Energy Conservation)**

**APPLICATION FORM FOR ENERGY CONSULTANT (EC) ON
CONTRACTUAL BASIS**

Self Attested
Recent
Photograph

Applied for the post: _____

1. Name of the candidate/Applicant: _____
2. Father's Name : _____
3. Address for correspondence (in full) along with Telephone/Mobile/E-mail/Fax No.

Telephone: _____

Mobile: _____

E-mail: _____

Fax No.: _____

Permanent Address:

Mobile: _____

E-mail: _____

4. Date of Birth: .././.... (DD/MM/YYYY)
5. Age (as on 31.01.2023) :__Years__Months__Days
6. Sex (Male/Female) : _____
7. Marital Status : _____

8. Name of the organization currently working in:

9. Present Designation/Post held : _____

10. Current Salary / Remuneration : _____

11. Present office address :

12. Educational and Professional Qualification (self-attested copies of related certificates shall be submitted):

a. Academic Qualification (in ascending order, starting from high School onward):

Sl. No	Examination Passed	Main Subject	Board/University	Year of passing	% age of marks

b. Technical/Professional Qualification :

Sl. No.	Examination Passed	Main Subject	Board/University	Year of passing	% age of marks

Note: The applications without required educational documents / certificates shall not be considered and rejected.

c. Please mention essential and desirable qualification required and possessed by the candidate in the preceding column:

	Eligibility/Qualifications/Experience required	Eligibility/Qualifications/ Experience possessed by the applicant
Essential	<ul style="list-style-type: none"> <li data-bbox="358 359 992 478">i. Maximum age of the candidate should not be 35 years as on 31.01.2023 <li data-bbox="358 527 992 695">ii. AICTE/Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination. <li data-bbox="358 772 992 940">iii. Minimum 3 years post qualification experience in energy efficiency and its conservation, energy auditing, etc as on 31.01.2023. <li data-bbox="358 995 992 1205">iv. BEE certified Energy Auditor/ Energy Manager (if yes provide the BEE certificate) (Preference shall be given to BEE certified Energy Auditor/ Energy Manager) 	

- d. Details of Work Experience as on date of publication of this recruitment notice in chronological order.

Sr. No	Company / Organization	Designation	Area of Specialization	Work Experience Tenure from -- to--	Total years, months & days of experience

Please attach self-attested appointment & experience letters. Experience shall be in energy efficiency/energy conservation and energy auditing. UREDA may call the candidate's previous Company / Organization to verify the candidate's experience, the application shall be rejected if the candidates experience is found false. The candidates please enclose detailed work profile for each work experience including type of work, projects handled, any work related to energy efficiency/conservation, energy audits, etc. Please state clearly whether in the light of entries made by you above, you meet the requirements of the post:

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13. Details of additional academic qualifications, professional training and work experience, if any:
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14. Do you have any relative working in UREDA? (Yes / No) : _____

15. If yes provide his /her name and designation : _____

16. Notice period/No. of days likely to be availed: _____
for relieve from parent Deptt./organization on being found fit for appointment. (not more than 15 days)

17. Remarks, if any :

DECLARATION

I _____ S/o Shri. _____ solemnly declare that the particulars furnished above are correct to the best of my knowledge and belief. I further declare that, I have thoroughly read the contract document, scope of works, selection criteria and recruitment documents uploaded on UREDA's website: www.ureda.uk.gov.in and have understood them completely and accept them. I understand that in the event of any of the particulars of information given herein being found false or incorrect, my candidature for the examination/selection is liable to be rejected or cancelled and in the event of any wrong statement/discrepancy in the particulars being detected at any stage even after appointment my services are liable to be terminated without any notice.

I declare that, I am not involved in any such activity which may disqualify my candidature for working in UREDA.

Place: _____

Date: _____

List of Enclosures:
