



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
Ph. 0135-2521553, 2521387, Fax: 0135-2521386,
E-mail: cpo.uredahq@gmail.com, Website: www.ureda.uk.gov.in

Recruitment Notice on Contractual Basis

Uttarakhand Renewable Energy Development Agency (UREDA), invites applications for engaging 1 (one) number of manpower 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 qualification and experience with two references shall reach UREDA Office by 5th July, 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

1. SENIOR ENERGY CONSULTANT – EC (Energy Conservation & Energy Efficiency)

Number of Posts: 1

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

Minimum eligibility criteria

Essential:

- i. Maximum age limit of the candidate should be 45 years as on 31/05/2023.
- ii. AICTE / Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination.
- iii. Minimum 5 years post qualification experience in energy efficiency or energy conservation and energy auditing as on 31/05/2023.
- iv. BEE certified Energy Auditor/ Energy Manager having experience of handling activities related to DC.

Remuneration

- i. Consolidated remuneration amount – Rs.63,000/- per month as per terms & conditions of the Agreement. EPF & Income Tax shall be deducted as per rules from the consolidated amount.
- ii. The TA/DA Shall be applicable as per the Uttarakhand Government rules.

B. Details of Scope of Work

1. Scope of work for the post of Senior Energy Consultant (EC)

Facilitate smooth and timely implementation of activities under Perform, Achieve and Trade (PAT) scheme of BEE

PAT is a market based mechanism under the National Mission for Enhanced Energy Efficiency (NMEEE) to enhance cost effectiveness of improvements in energy efficiency in energy-intensive large industries and facilities in energy intensive industrial sectors, through certification of energy savings that could be traded.

The Senior Energy Consultant (EC) is expected to perform the following roles for smooth implementation of PAT scheme:

- Rule 5 – Form, manner and time for preparation of scheme for implementation of efficient use of energy and its conservation: Guidelines may be provided to SDAs detailing the actions to be undertaken on the action plan submitted by the DC.
- Rule 6 – Assessment of performance: For sub-rule (7) under rule (6), format and guidelines may be provided to SDAs for furnishing comments on Form 'A' to BEE.

- Rule 8 – Check Verification: For sub-rule (2a) & (11) under rule (8), format and guidelines may be provided to SDAs for furnishing comments to BEE.
- Rule 8 – Check Verification: For sub-rule (14) under rule (8), guidelines specifying the procedure to be adopted and the official responsible to initiate penalty proceedings may be provided to SDAs.
- Rule 8 – Check Verification: For sub-rule (15a) under rule (8), guidelines may be provided to SDAs detailing the actions to be undertaken to recover from the DC the loss to the Central Govt. by way of unfair gain to the DC.
- Rule 13 – Compliance of energy conservation norms and standards: Guidelines detailing the action to be taken by the SDA regarding submission of compliance as per Form 'D' by DC.
- Any other data/information sought by BEE as and when required.

In addition to the above, the Senior 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, UREDA.

2. Selection Criteria

Senior 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.

4. Terms and Conditions

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

1. The Senior 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 Senior 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 & 10 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.

5. 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, Patelnagar, 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 **5th July, 2023**.
2. The crucial date for the existing vacancy for determining eligibility criteria/age limit/experience would be on 31.05.2023.
3. Candidate must mention on the top of the envelop **“Application for the Post of Senior 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
SENIOR ENERGY CONSULTANT (Energy Conservation)**

**APPLICATION FORM FOR SENIOR 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 31.05.2023) : __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="376 600 994 678">i. Maximum age of the candidate should not be 45 years as on 31.05.2023. <li data-bbox="376 723 994 925">ii. AICTE/Govt. approved Bachelor Degree in Engineering with minimum of 60% marks or equivalent grade in the engineering degree examination. <li data-bbox="376 1003 994 1171">iii. Minimum 5 years post qualification experience in energy efficiency or energy conservation and energy auditing as on 31.05.2023. <li data-bbox="376 1238 994 1317">iv. Experience in handling activities related to DC. <li data-bbox="376 1406 994 1485">v. BEE certified Energy Auditor/ Energy Manager. 	

13. 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:

14. Details of additional academic qualifications, professional training and work experience, if any:

15. Do you have any relative working in UREDA? (Yes / No) : _____

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

17. 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)

18. Remarks, if any :

DECLARATION

I _____ S/o Sri _____ 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:
