

CENTRAL ELECTRICITY REGULATORY COMMISSION

8th Floor, Tower-B, World Trade Centre, Nauroji Nagar,
New Delhi 110029

No. MIS-11021(14)/1/2024-CERC

Dated, the 26 July, 2024

Engagement of Staff Consultant in the MIS Division of CERC

1.0 Introduction:

The Electricity Act, 2003 has significantly enlarged the spectrum of responsibility of Central Electricity Regulatory Commission. Under the ERC Act, 1998 only the tariff fixation powers were vested in CERC. The new law of 2003 has entrusted on the CERC several other responsibilities in addition to the tariff fixation powers, for instance, the powers to grant license for inter-State transmission, inter-State trading and consequently to amend, suspend and revoke the license, the powers to regulate the licensees by setting performance standards and ensuring their compliance, etc.

1.1 Following are the statutory functions of CERC:

- a. To regulate the tariff of generating companies owned or controlled by the Central Government; to regulate the tariff of generating companies other than those owned or controlled by the Central Government specified in clause (a), if such generating companies enter into or otherwise have a composite scheme for generation and sale of electricity in more than one State;
- b. To regulate the inter-State transmission of electricity;
- c. To determine tariff for inter-State transmission of electricity;
- d. To issue transmission licenses and trading licenses with respect to inter-State operations;
- e. To adjudicate upon disputes involving generating companies or transmission licensee in regard to matters connected with clauses (a) to (d) above and to refer any dispute for arbitration;
- f. To levy fees for the purposes of this Act;
- g. To specify Grid Code having regard to Grid Standards;
- h. To specify and enforce the standards with respect to quality, continuity and reliability of service by licensees;
- i. To fix the trading margin in the inter-State trading of electricity, if considered, necessary;
- j. To discharge such other functions as may be assigned under this Act.

1.2 The Act has also given advisory role to CERC. It has been mandated to advise the Central Government on the matters relating to formulation of National Electricity Policy and Tariff Policy, promotion of competition, efficiency and economy in activities of the electricity industry, and promotion of investment in electricity industry.

1.3 MIS plays the important role to the core functions in the CERC in order to improve the efficiency of the organization. The MIS responsible for the following key functions:

- Website Management
- Software Development
- Network and Facility Management
- Support and handholding for various software and applications implemented in the Commission

1.4 Some of the application running in CERC includes SAUDAMINI Portal (e-Registration, e-Filing, e-Pleading, e-Regulation, e-Monitoring, e- Assets, Case Management Information System (CMIS), Artificial Intelligence Based Regulatory Expert System tool (REST), e-Tracking, e-Office, SPARROW, CERC Online Recruitment Software, Saral Pay Package, e-Granthalaya.

1.5 Central Electricity Regulatory Commission has felt the need for engaging Research Officers (MIS) in accordance with the CERC (Appointment of Consultants) Regulation, 2010 as amended from time to time. The Research Officers proposed to be engaged by the Commission would assist and augment the work of MIS Division of the Commission in discharge of its multifarious functions.

2.0 **Scope of work for the Staff Consultant in MIS Division:-**

- 2.1. Sound knowledge of API integration and API testing.
- 2.2 Application Testing for updation/change request of various software running in the Commission.
- 2.3 Creation of User Manuals/ Technical Documents.
- 2.4 Sound knowledge of at least one of the programming language - Java, Python, PHP. At least one database - Postgres, SQL, Mangodb. Well versed with report/dashboard creation in at least one of the BI tool or reporting engine like Tableau, Power BI, BIRT, Jasper, Crystal Report etc.
- 2.5 Interact with quality audit partner to monitor testing bugs and their resolution by the maintenance team.
- 2.6 Bring out regular progress assessment reports with qualitative inputs and flagging off any deviations/issues that would need to be looked into.
- 2.7 Assist in any other work incidental to the monitoring and implementation of various applications running in the Commission.
- 2.8 Prepare reports and presentations for both internal and external distribution on project progress.
- 2.9 Maintain adherence to project timelines and ensure quality of output/deliverables.
- 2.10 Provide requisite support for necessary audits (SLA, Security etc.) by third party auditors/s.
- 2.11 Using automated tools to extract data from primary and secondary sources.
- 2.12 Developing and maintaining databases, and data systems - reorganizing data in a readable format.
- 2.13 Filter Data by reviewing reports and performance indicators to identify and correct code problems.
- 2.14 Using statistical tools to identify, analyze and interpret patterns and trends in complex data sets could be helpful for the diagnosis and prediction.
- 2.15 Other related misc. work.

3.0. **Qualification and experience required for Staff Consultant of MIS Division:-**

Level of Staff Consultant	No. of Consultant	Qualifications, Experience	Consolidated Salary*
Research Officer (MIS)	01	<p><u>Qualification:</u></p> <ul style="list-style-type: none">Bachelor degree in Engineering (Computer Science) / B. Tech. (Computer Science) / Master in Computer Application(MCA) / M.Sc. (Computer Science / Programming / IT) <p><u>Experience:</u></p> <ul style="list-style-type: none">Experience of four to seven years in management of applications, database management, Programming / Coding in PHP/JAVA, database Postgress, SQL, Software Application Testing, System Analysis and Design, Technical Documentation, data analysis and report generation.	Rs. 64,000 to 1,10,000 per month

** Monthly fee paid shall be excluding G.S.T, if applicable. Consolidated fee shall be fixed as per regulation amended from time to time and taking into consideration the experience and salary drawn in immediate previous employment.*

4.0 General Terms and Conditions: -

4.1 Normal working hours would be 9.30 A.M to 6.00 P.M (05 days week) including half an hour lunch break. The personnel may be called on Saturdays/ Sundays and other gazetted holidays, and required to be present beyond normal working hours in case of exigencies.

4.2 In addition to holidays notified by Central Government, the Staff Consultant shall be entitled for fifteen (15) days leave in a calendar year (January to December) which shall be credited in advance, on quarterly basis, as under. The intervening Saturdays/ Sundays / holidays, if any, shall not be counted as leave. Un-utilised leave shall not be carried forward to the next calendar year and is not en-cashable. Leave of any other nature is not admissible

- (a) 1st Quarter: (January to March) – 04 days
- (b) 2nd Quarter: (April to June) – 04 days
- (c) 3rd Quarter: (July to September) – 04 days
- (d) 4th Quarter: (October to December) – 03 days

4.3 The Staff Consultant shall not be entitled to any professional fees for the period of absence beyond the entitled leave of 15 days as above. Any availed leave during a calendar year shall not be carried forward to the next calendar year or qualify for encashment.

4.4 In case the Staff Consultant remain absent for more than 15 days beyond the entitled leave in a calendar year, without any prior intimation/prior sanction, except in case of emergency, CERC would be free to terminate the services of the said Staff Consultant.

4.5 In the event of absence on the ground of sickness, the Staff Consultant shall be required to submit a proper medical and fitness certificate. However, any leave including the leave on medical grounds beyond the cumulative period of 15 days shall be without any profession fees.

4.6 In case of tour within India, the Commission shall reimburse the expenses for journey undertaken for official work by the Consultant as per the following entitlement:-

- (a) By air- Economy class;
- (b) By train (AC-II tier),
- (b) For local travel - Non AC taxi.

5. **Age Limits:** The age of the applicant as on 01st January of the year of advertisement would be in accordance to CERC (Appointment of Consultants) Regulations, 2008 and amendments thereafter .

6. **Duration of Contract:** The Staff Consultant shall now be engaged for the period of two years. However, the period of engagement may be extended, based on the satisfactory performance of the candidate, for the period upto one year on each occasion, whereas it is limited to total period of four years at the maximum.

7. In deserving cases, an escalation up to 10% on the fee may be given with the approval of the Chairperson based on the performance during the preceding year.

8. **Payment Terms:** The consultant shall be paid lump sum monthly professional fees on completion of the month. TDS shall be deducted as per relevant rules.

TERMINATION OF AGREEMENT

With Notice

9.0 This agreement is liable to be terminated by either parties, by mutual consent, by giving one month notice in writing to the other or one month consolidated professional fees in lieu of such notice.

9.1 In case the Staff Consultant is unable to perform the assigned work or the work undertaken by them is not to the satisfaction of the Controlling Officer/Competent authority in CERC, the Staff Consultant shall be liable to be terminated after one month notice in writing.

Without Notice

9.2 In case the Staff Consultant, despite notice as in para 9 above, is unable to perform the given assignment to the satisfaction of the Controlling officer/Competent authority in CERC, consultant, shall be liable to be terminated in public interest, without any notice and without assigning any reason.

9.3 In case the Staff Consultant is absent from duty, for a period of more than 30 days, without prior intimation/ prior sanction and is not covered under medical emergency consultant, shall be liable to be terminated, in public interest, without any notice and without assigning any reason

9.4 On pre-mature termination of the assignment, CERC shall pay the Staff Consultant, the profession fees for the work performed by him till the date of such termination, after deductions, if any.

10. Engagement under this assignment shall be on purely contract basis for a limited period only. Such engagement shall not vest any right what so ever to claim for regular appointment or continued contractual engagement in CERC.

11. Relaxation in essential qualifications/experience can be considered in deserving cases.

12. CERC reserves the right not to fill up all or any of the above positions, without assigning any reasons, what so ever.

13. CERC reserves the right either to increase or decrease the number of posts in any of the categories, at any given time, without assigning any reasons, what so ever.

14. **Selection Process:**

(a) The selection process is through interaction. However, written examination shall be conducted, if required, based on the decision of the Consultancy Evaluation Committee (CEC).

(b) Only candidates who strictly fulfil the eligibility criteria will be shortlisted and called for written examination and interaction;

(c) Only the candidates who qualify in the written examination (if taken) will be called for interaction;

(d) The final selection of the candidates shall be based on the ranking/merit of combined score of the qualification, experience, performance in written examination and interaction.

(e) Candidates called for interaction would be required to bring original documents relating to qualification, experience and salary slip for the past six months. These documents shall be examined before interaction with the selection committee.

(f) In case of non-submission of the salary slip for the last six months of employment, the candidate will be considered for selection at the minimum range of the scale.

(g) Candidates may apply for one or more posts as per their eligibility. However, no TA/DA shall be admissible for attending written examination and interaction for each advertised post at New Delhi.

(h) The decision of CERC shall be final.

15. Interested and eligible candidates may kindly send their applications, in the prescribed format to the Deputy Chief (Admin), 8th Floor, Tower-B, World Trade Centre, Nauroji Nagar, New Delhi 110029 by **10th August, 2024 by 5.00 PM.**



(Rajiv Kumar)
Deputy Chief (Admin)

POST APPLIED FOR :

RESUME**I Personal Details**

1. Name :
2. Gender :
3. Date of Birth :
4. Father's Name :
5. Marital Status :
6. Permanent Address :
7. Contact Address :
8. Tel No :

Mobile No :
E Mail Id :

9. Post applied for :
10. Last Pay drawn :

Recent passport size
colour photo

II Academic / Professional Qualification (Tenth standard onwards):

- a. Tenth standard onwards. (Attach self-attested copy of certificates)

Course / Degree and no. of years	Institute/ University / College	Year of passing	Regular / Distance education	% of marks	Subjects specialized	Achievements, if any

(Attach self-attested copy of certificates)

III Experience

Organisation / Institute / Office	Post held	Period		No. of years and months	Description of duties	Remarks
		From	To			

(Attach self-attested copies of experience certificates in chronological order. Enclose a separate sheet, duly authenticated by your signature, if space is insufficient)

IV Other Details: Additional information/ specific professional achievement/ contribution

V Please state why you want to take up this role and are suitable for the post in 100 words.

Date :

(Signature of the candidate)