

MANIPUR STATE POWER COMPANY LIMITED

Keishampat Junction, Imphal – 795001

Corporate Office:- Electricity Complex, Patta No. 1293 under 87(2),
Khwai Bazar, Keishampat, Imphal – 795001, Manipur, INDIA

Fax : +91 385 2450702
Tele: +91 385 2450050

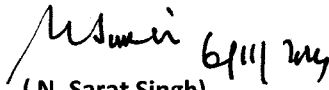
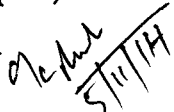
NOTICE

Imphal, the 6th November, 2014

No. 4/2/Contract/MD-MSPCL/2014/2084-89 Manipur State Power Company Limited (MSPCL) invites applications in the prescribed format from the eligible candidates residing in Manipur for contractual engagement in the Company for the following posts as below :-

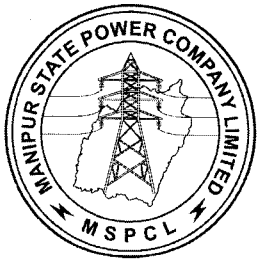
Sl No	Name of post	No of post	Category	Age limit	Monthly Emolument
1	Manager(HR)	1	UR	Not more than 38 years as on 30-11-2014. The age is relaxable by 5 years and 3 years in case of SC/ST and OBC candidates respectively	Rs. 13,700/-
2	Computer Operator	21	UR-12, ST-6, OBC(Meitei)-3	Not more than 38 years as on 30-11-2014. The age is relaxable by 5 years and 3 years in case of SC/ST and OBC candidates respectively	Rs. 7,100/-

- The other terms and conditions such as period of contract, eligible criteria, selection criteria for the contract engagement and application form etc. can be seen and download from the official website of Government of Manipur www.manipur.gov.in.
- Applications in sealed envelopes superscripted with the name of the posts, notification No and date should be submitted along with a non-refundable fee of Rs. 100/- for Gen/UR candidates and Rs. 50/- for SC/ST/OBC candidates respectively to the Office of the Managing Director, MSPCL, Electricity Complex, Keishampat Imphal West- 795001.
- Last date for receipt of application : **22-11-2014**
- Date, time and venue of the written test (if required), interview and details thereof shall be notified separately in due course.


(N. Sarat Singh)
Managing Director, MSPCL


Copy to :-

- Secretary to Hon'ble Chief Minister, Manipur.
- SO to Chief Secretary, Govt. of Manipur Chairman(MSPCL).
- Commissioner (Power), Govt. of Manipur.
- Executive Director (HR), MSPCL.
- The Editor Poknapham (Manipuri edition) and Sangai Express(English Edition) for kind insertion of the Notice in their dailies for one day on **7th NOV. 2014**
- File concerned



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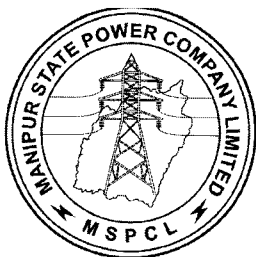
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TERMS AND CONDITIONS OF CONTRACT ENGAGEMENT NOTIFIED VIDE No.4/2/Contract/MD-MSPCL/2014/2084-89 dt. 6-11-2014

Post & No	Essential Qualification	Experience	Period of contract	Mode/Criteria of Selection
Manager(HR)	<p>Essential: i) Degree of a recognized University with two years full time or three years part time Post Graduate degree in Business Administration(MBA)/Management Studies(MMS)/Personnel Management(MPM) with specialization in Human Resources Management/Development/Personnel Management or Master of Social Work(MSW)/Master in Labour Studies(MLS)/ equivalent Management qualification in H.R/Personnel Management from a University recognized by UGC or Institute approved AICTE</p> <p>Minimum Computer Literacy : Must be proficient in M.S. Office</p> <p>Desirable : Knowledge of Hindi and Manipuri</p>	<p>Desirable: 3 (three) years experience as a Manager(HR)</p>	1(one) year extendable on the basis of performance	<p>i) Applications shall be screened by a Committee</p> <p>ii) Eligible candidates may have to sit for a written test depending on the no of candidates.</p> <p>iii) Candidates are to appear in an interview</p>
Computer Operator 21(twenty one)	<p>Essential: i) Graduate from a recognized University / Institute ii) Minimum 6 months Diploma/Certificate Course in Computer Application from a recognized Institute iii) Typing speed of at least 30 w.p.m.</p>	<p>Desirable: At least 3 years experience as Computer Operator in a reputed firm</p>	1(one) year extendable on the basis of performance	<p>i) Applications shall be screened by a Committee</p> <p>ii) Eligible candidates may have to sit for a written test depending on the no of candidates.</p> <p>iii) Candidates are to appear in an interview and a Computer Typing Test</p>



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APPLICATION FORM

To

The Managing Director
Manipur State Power Company Limited
Electricity Complex. Patta No.1293 under 87(2), Khwai Bazar,
Keishampat

Paste recent
Attested

Passport size
Photo here

Sub: Application for Contract Engagement in MSPCL

Name of post applied:

1. Full Name:
2. Father's name:
3. Address for correspondence:
Contact Phone Noemail.....
4. Permanent address
5. Date of birth 6.Sex
7. Category of the applicant.....
8. Educational qualification starting from 10th Standard (*only those relevant to the application*):

Name of Examination /Course passed	Name of Board /University	Year of passing	Marks obtained out of Total Mark & %	Remarks
Other qualifications/certificate/Experience etc.				

Declaration

I hereby declared that the information furnished and entries made in the form are true to the best of my knowledge and belief and nothing has been concealed/distorted. If at any time, these information are found concealed/distorted, my appointment shall be liable to be terminated without any notice and compensation.

Place

Date

Signature of Applicant

(FOR INFORMATION OF THE CANDIDATE AND COMPLIANCE)**LIST OF DOCUMENTS TO BE ATTACHED (Duly attested by a Gazetted Officer)**

- i) Date of Birth certificate
- ii) Mark sheets of all the examination/ Qualifications starting from 10th Standard onwards
- iii) Certificate of completion of the examination/ Course from 10th Standard onwards
- iv) SC/ST/OBC certificate
- v) Certificate of experience (wherever applicable)

NOTE:

Candidates are to be submit a non-refundable processing fee of Rs. 100/- (Unreserved/General) and Rs.50/- for SC/ST/OBC candidates respectively. Original copies of the documents are to be produced on the day of interview.