

**RENEWABLE ENERGY AGENCY, PUDUCHERRY (REAP)**

(Government of Puducherry)

No.2, AFT Premises, Cuddalore Main Road, Mudaliarpet, Puducherry – 605004

Ph. 0413-2354339, 2354319



F.No.1-2/REAP/Estt/PO/2013-14

Dt. 03.09.2013

APPOINTMENT OF CONSULTANT-CUM-PROJECT OFFICER ON CONTRACT BASIS

Applications are invited from the Retired Government Servant from the cadre of Assistant Engineer/Executive Engineer, to engage as Consultant-cum-Project Officer purely on contract basis, initially for a period of one year, on a consolidated remuneration of Rs.20,000/- (Rupees twenty thousand only) per month, in the Renewable Energy Agency Puducherry (REAP), Puducherry.

Name of the Post: CONSULTANT-CUM-PROJECT OFFICER (CONTRACT)

The eligibility criteria and other terms and conditions may be referred in the detailed advertisement available in the website given below. Interested and eligible candidates may send their application in the prescribed Proforma which can be downloaded from the website, in a sealed cover superscribed "Application for the post of Consultant-cum-Project Officer" **on or before 18.10.2013** at the following address.

Managing Director,
Renewable Energy Agency (REAP), Bungalow No.2, AFT Premises,
Mudaliarpet, Puducherry – 605004.
Phone: 0413-2354339, 2354319

Website: (1) <http://www.pon.nic.in/recruitments/recruitment.htm>
(2) <https://www.py.gov.in/>

MANAGING DIRECTOR



RENEWABLE ENERGY AGENCY, PUDUCHERRY (REAP)

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APPOINTMENT OF CONSULTANT-CUM-PROJECT OFFICER ON CONTRACT BASIS

Renewable Energy Agency Puducherry (REAP), Puducherry proposes to engage Retired Government Servants fulfilling following eligibility criteria purely on contract basis, initially for a period of one year, on a consolidated remuneration of Rs.20,000/- (Rupees twenty thousand only) per month. He will not be provided any type of allowance i.e., local conveyance or telephone facility, etc.

Name of the Post

Consultant-cum-Project Officer (Contract)

[Consolidated pay of Rs.20,000/- per month]

The Job Requirements for the post are as under:-

- (1) Liaison with Ministry of New & Renewable Energy Agency, New Delhi in implementation of various Renewable Energy Schemes in the UT of Puducherry.
- (2) Liaison with Bureau of Energy Efficiency, New Delhi in implementation of various energy efficiency and energy conservation activities in the UT of Puducherry
- (3) Liaison with Government of Puducherry in implementation of Renewable Energy / Energy Efficiency schemes in the UT of Puducherry.
- (4) Liaison with Joint Electricity Regulatory Commission in fixing of Solar energy tariff.
- (5) Monitoring the monthly progress of the projects installed in this UT.
- (6) Monitoring the Solar power generation data with the support of Electricity Department, Puducherry.
- (7) Liaison with other State Designated Agencies/State Nodal Agencies for better implementation of the projects.
- (8) Arranging the progress review meeting RE project developers with the Government officers.
- (9) Making field visit the project sites and assess the installations as per the specifications given in the DPR.
- (10) Managing the overall co-ordination, administration and supervision of the programmes implementation of REAP.
- (11) Possessing basic knowledge of organisational policies and procedures relating to the position and applies them consistently in work tasks.
- (12) Preparation of Annual Budget for both Central as well as State sector.
- (13) Conduct of Workshop/Seminar/Training programme on Renewable Energy and Energy Efficiency.
- (14) Capable of preparation and submission of files to the Government in Administration as well as Technical matters for obtaining of administrative approval.
- (15) Monitor the role of activities of Technical persons in REAP and to execute work from them effectively.

- (16) Experience in collection, compilation and analysis of statistical data, computer skills and preparation of Detailed Project Reports/Reviews/Notes/Briefs/Power Point Presentation etc.,
- (17) Experience in calling of Open Tenders and Tender processing.
- (18) Any other work assigned to him.

Output:

He has to prepare and submit files on time bound manner and to submit daily status report of his works executed on that day to his immediate higher officer.

Eligibility Criteria:

Retired Executive Engineer/Assistant Engineer from Electricity/Energy Department

Educational: M.E./M.Tech/B.E./B.Tech in Electrical/Energy Engineering

Desirable: 3 Years experience in the field of Renewable Energy

Age: Upto 65 years

Duration:

Candidate selected will be appointed on contract basis for a period of one year. This terms can be extended further depending upon the performance of the candidate and the need of the organisation.

Consolidated Fee:

For Retired Government Servant: The amount of fee in the case of retired Government Official appointed as Consultant-cum-Project Officer shall be decided in such a way that the fee plus pension drawn by him shall not exceed the last pay drawn including HRA. However he will continue to draw pension and the pension relief on pension during the period of his engagement as Consultant-cum-Project Officer.

The engagement of Consultant-cum-Project Officer is purely temporary in nature and can be withdrawn at any time without assigning any reasons. It may also be noted that the award of job in Renewable Energy Agency Puducherry (REAP) is purely temporary for a fixed period, if not withdrawn earlier, and shall not bestow any claim or right for seeking regular employment in REAP.

How to apply:

Interested and eligible candidates may send their application in the prescribed Proforma enclosed, in a sealed cover superscribed "Application for Consultant-cum-Project Officer" on or before **18.10.2013** at the following address.

**Managing Director,
Renewable Energy Agency (REAP), Bungalow No.2, AFT Premises,
Mudaliarpet, Puducherry – 605004,**

Application received after the due date will not be considered.

MANAGING DIRECTOR (REAP)

**APPLICATION FOR THE POST OF
CONSULTANT-CUM-PROJECT OFFICER ON CONTRACT BASIS IN REAP**

Affix recent passport
size photograph

1. Name of the Applicant :
2. Father's Name :
3. Date of Birth :
4. Address for Correspondence :
5. Contact No. :
6. Email i.d. :
7. Educational Qualification :

Level	Year of passing	Name of the Examination	Board/ University	Percentage of Marks/ Grade	Division	Main Subject	Remarks

8. Department/Organisation in which last working at the time of retirement :
9. Last Pay Drawn (Pl. enclose copy of the pension order) :
10. Experience obtained :

Organisation	Field of Experience / Contribution	Duration in Months

11. Highlights significant achievements, if any :
12. Area of Specialization :
13. Any other relevant information :

Date:

Signature of Applicant