



BUREAU OF ENERGY EFFICIENCY

(A statutory body under Ministry of Power, Govt. of India)

4th Floor, Sewa Bhawan, R. K. Puram, New Delhi-110066

Website: www.beeindia.gov.in, Phone : 011- 26766700

Vacancy Circular

BEE invites applications from Indian Nationals for filling up Four (04) posts (UR-02, OBC- 01 and ST- 01) of Joint Director in Level-12 of Pay Matrix (Rs.78,800–2,09,200) by Direct Recruitment.

For details of Educational Qualification, Age, Experience, Job Requirements etc., please login www.beeindia.gov.in. Applications in the prescribed proforma with documents should reach the Office of Secretary, BEE within 45 days from the date of publication of the advertisement in the Employment News.

Secretary, BEE



BUREAU OF ENERGY EFFICIENCY

(A statutory body under Ministry of Power, Govt. of India)

4th Floor, Sewa Bhawan, R. K. Puram, New Delhi-110066

Website: www.beeindia.gov.in, Phone : 011- 26766700

Vacancy Circular

Bureau of Energy Efficiency (BEE) is a statutory body, under the Ministry of Power, Government of India established under the provisions of the Energy Conservation Act 2001 to promote efficient use of energy and its conservation. Applications are invited from Indian Nationals for filling up Four (04) posts (UR-02, OBC- 01 and ST- 01) of Joint Director in BEE in the Level-12 of Pay Matrix (Rs.78,800–2,09,200) by Direct Recruitment.

The interested applicants may forward their curriculum vitae along with 2 recent passport size photographs and attested copies of certificates/mark sheets giving complete details of their qualifications and experience with two references within 45 days of the date of publication of the advertisement in the Employment News to **The Secretary, Bureau of Energy Efficiency, 4th floor, Sewa Bhawan, R.K. Puram, Sector-I, New Delhi 110066.** Candidates from Government Departments/PSUs/ Autonomous bodies etc. should send their application through proper channel. Applications received without any of these documents or not found in the prescribed format shall not be considered. The Bureau reserves the right to relax the eligibility and other criteria in case of exceptionally outstanding candidates.

The Bureau has absolute right to reject application of any / all applicants or cancel the selection process at any stage due to administrative reasons.

Secretary, BEE

Joint Director

Bureau of Energy Efficiency (BEE) is a statutory body under the (Ministry of Power, Government of India) established under the provisions of the Energy Conservation Act 2001 to promote efficient use of energy and its conservation. Applications are invited for filling up Four (04) posts (UR-02, OBC- 01 and ST- 01) of Joint Director in BEE in the Level-12 of Pay Matrix (Rs.78,800 – 2,09,200) from Indian Nationals by Direct Recruitment.

1. Name of the Post : **Joint Director**
2. Number of Posts & : **Four (04)**
3. Reservation : **As per Government Guidelines (UR-02, OBC- 01 and ST- 01).**
4. Classification : **Equivalent to Group 'A' in the Central Government, Non-Ministerial, Technical, Non-Gazetted.**
5. Level of Pay Matrix : **Level-12 of Pay Matrix (Rs.78,800 – 2,09,200)**
6. Whether selection or Non-selection post : **Selection**
7. Maximum age limit for Direct recruits : **50 years** as on closing date for receipt of applications. Relax-able for Govt. servants including departmental candidates up to five years in accordance with the instructions or orders issued by the Central Government.
8. Educational & Other Qualifications for Direct recruits. : **Essential**
 - i) Master's degree from a recognized University in Physics or Chemistry or Energy Planning and Economics; or

Bachelor's degree in Engineering from a recognized University;
 - i) having five years' experience in Group 'A' post in the level-11 (Rs.67,700 – 2,08,700) of Pay Matrix (pre-revised Pay Band - 3; Rs.15600-39100 with grade pay of Rs.6600) or
 - ii) having ten years' experience in Group 'A' post in the level-10 (Rs.56,100 – 1,77,500) of Pay Matrix (pre-revised Pay Band - 3; Rs.15600-39100 with grade pay of Rs.5400) or equivalent in Government

Departments, or having ten years' of post qualification experience in Research Institutes, Government Departments or Public Sector Undertakings, or an autonomous body or any statutory body or any Industrial or development or design organization dealing with formulation or implementation of policies or programmes relating to –

- (a) efficient use of energy and its conservation;
- (b) strengthening of energy auditing or energy management capabilities;
- (c) bench marking of energy consumption in industrial or commercial organization;
- (d) standard and labeling programmes for appliances or equipment;
- (e) development or promotion of or working with energy service companies;
- (f) innovative financial mechanism for adoption of energy efficiency in industrial or commercial establishment or organizations.

Note - Qualifications are relaxable at the discretion of the Central Government in the case of candidate otherwise well qualified.

Desirable

- (i) Master's degree in Engineering or Business Management/ Administration or Industrial or System Management from a recognized University;
- (ii) Possessing a certificate as energy manager or energy auditor or accreditation as accredited energy auditor based on the National Examination under the provisions of the Energy Conservation Act, 2001 (52 of 2001);
- (iii) research experience of two years in the field of energy efficiency or energy conservation or energy management in the recognized research institutes, public sector undertakings or an autonomous or statutory body or any industrial or development organization or research publications of high standard in such fields published in journals; or/and
- (iv) overall perspective of national energy problems and policies of the Government in the field of energy and for promotion of energy efficiency and its conservation in the country.

9.Method of Recruitment: : By direct recruitment

The interested applicants may forward their curriculum vitae along with 2 recent passport size photographs and attested copies of certificates/mark sheets giving complete details of their qualifications and experience with two references within 45 days of the date of publication of the advertisement in the Employment News to **The Secretary, Bureau of Energy Efficiency, 4th floor, Sewa Bhawan, R.K. Puram, Sector-I, New Delhi 110066.** Candidates from Government Departments/PSUs/ Autonomous bodies etc. should send their application through proper channel. While forwarding the application, it may please be ensured that the particulars of the candidates are verified and that he/she fulfills all the eligibility conditions. The application should be forwarded along with up-to-date ACR dossier (or photocopies duly attested by Group 'A' Officer), Vigilance clearance and a statement of minor/major penalty imposed upon the applicant during the last ten years.

ANNEXURE - I

JOB DESCRIPTION

“To undertake policy research and formulate policies and programmes for efficient use of energy and its conservation, strengthen energy auditing/energy management capabilities in the country, assist Directors in implementation of energy efficiency programmes including NMEEE schemes, benchmark energy consumption in industry, power generation, transmission & distribution, promote energy efficiency technologies, Design and implement Standard & Labeling Programme for Appliances, assist in preparation of Energy Conservation Building Codes (ECBC) and co-ordinate with State Authorities in implementation, promote awareness and implement programmes for school children, develop performance contract and promote Energy Service Companies (ESCOs), develop innovative financial mechanism for adoption of Energy Efficiency in industries and Commerce; implementation of carbon market mechanism.”

ANNEXURE - II

CURRICULUM VITAE PERFORMA FOR THE POST OF JOINT DIRECTOR IN BEE

1.	Name and Address (in Block Letters)					
2.	Date of Birth (in Christian era)					
3.	Date of retirement under Central/State Government Rules					
4.	Educational Qualifications					
5.	Whether Educational and other qualifications required for the post are satisfied. (if any qualification has been treated as equivalent to the one prescribed in the Rules, state the authority for the same)	Qualifications/Experience required	Qualifications/Experience possessed by the officer			
		<u>Essential:</u> (1) (2) (3) <u>Desired:</u> (1) (2)				
6.	Please state clearly whether in the light of entries made by you above, you meet the requirement of the post					
7.	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.					
	Office/Institution	Post held	From	To	Scale of Pay and Basic Pay	Nature of duties (in detail)

8.	Nature of present employment i.e. Ad-hoc or Temporary or Quasi-Permanent or Permanent	
9.	In case the present employment is held on deputation/contract basis, please state:- i. The date of initial appointment ii. Period of appointment on deputation/contract iii. Name of the parent office/ organization to which you belong	
10.	Additional details about present employment Please state whether working under (indicate the name of your employer against the relevant column) (a) Central Government (b) State Government (c) Autonomous Organization (d) Government Undertaking (e) Universities (f) Others	
11.	Please state whether you are working in the same Department and are in the feeder grade or feeder to feeder grade	
12.	Are you in Revised Scale of Pay? If yes, give the date from which the revision took place and also indicate the pre-revised scale	
13.	Total emoluments per month now drawn	
14.	Additional information, if any, which you would like to mention in support of your suitability for the post (This among other things may provide information with regard to (i) additional academic qualifications (ii) professional training and (iii) work experience over and above prescribed in the Vacancy Circular/Advertisement) (Note: Enclose a separate sheet, if the space is insufficient)	

15.	Whether belongs to SC/ST/OBC/ PwD	
16.	Remarks (The candidates may indicate information with regard to (i) Research publications and reports and special projects (ii) wards/ Scholarship/Official Appreciation (iii) Affiliation with the professional bodies/institutions/societies and (iv) any other information) (Note: Enclose a separate sheet if the space is insufficient)	

I have carefully gone through the vacancy circular/ advertisement and I am well aware that the Curriculum Vitae duly supported by documents submitted by me will also be assessed by the Selection Committee at the time of selection for the post.

Date _____

Signature of the candidate: _____

Address _____

Ph. No. _____

Email _____

Countersigned

(Employer with Seal)

