

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LTD.  
ADMINISTRATIVE BRANCH

From

Er. S. Syed Liyakath, B.E.,  
Chief Engineer/Personnel,  
144, Anna Salai,  
Chennai - 600 002.

To

All Superintending Engineers

Letter No. 066962/S33/G.55/G.552/2011-2, dated 14.11.2011.

Sir,

Sub: RECRUITMENT (INTERNAL) - CLASS III SERVICE - Filling up of vacancies of Junior Engineer/Civil II Grade by internal selection - Application from qualified employees (Diploma in Civil Engineering candidates) - Proposal Called for.

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As per provision in the Tamil Nadu Electricity Board Service Regulation, the post of Junior Engineer/Civil II Grade shall be filled by internal selection from among the employees working in Regular Work Establishment and Draughtsman including Assistant Draughtsman possessing Diploma in Civil Engineering.

2) It is decided to call for applications from employees in Regular Work Establishment and Draughtsman category possessing Diploma in Civil Engineering and who are willing for selection and appointment to the post of Junior Engineer/Civil II Grade by internal selection.

3) Those who are willing and qualified should submit their applications in the prescribed form (specimen of which is enclosed) to their Head of Office on or before 12.12.2011. **Those who do not apply within the date specified will not be considered for selection on any account.**

4) I am to request you to obtain the applications from the employees with attested copies of certificates. The bio-data of the employees furnished in their applications **should be thoroughly verified** and a consolidated statement in the form annexed should be sent along with their applications.

5) In case Disciplinary Proceedings are pending against any of the employee, the nature of charges on which disciplinary proceedings are pending may be indicated and when the employee is undergoing punishment, the nature of charges proved, kind of punishment imposed and the probable date of expiry of the punishment period may be furnished without omission.

6) I am also request you to communicate this reference to the subordinate officers with suitable instructions to give wide PUBLICITY by displaying this communication on the notice Board of their respective offices. I request you to forward the consolidated statement furnishing the required details in complete shape, so as to reach this office positively before 22.12.2011 without fail.

7) If no qualified person are available, a NIL report may be sent.

8) This may be treated as specially urgent and the reports should be sent within the due date.

9) Receipt of this memo. shall be acknowledged.

Encl.:- As above.

S. SYED LIYAKATH  
CHIEF ENGINEER/PERSONNEL

Copy to the Chief Engineers for information and necessary action.  
Copy to Board Office Secretariat Branch/Chennai-2. }  
Copy to Chief Financial Controller/Accounts Branch/Chennai-2. }  
Copy to Chief Internal Audit Officer/Audit Branch/Chennai-2. }\*\*\*

\*\*\* for furnishing similar details.

FORWARDED BY ORDER : :

  
SUPERINTENDENT.

TAMIL NADU GENERATION AND DISTRIBUTION CORPORATION LTD.  
ADMINISTRATIVE BRANCH

APPLICATION FOR CONSIDERATION OF QUALIFIED EMPLOYEES WORKING  
IN REGULAR WORK ESTABLISHMENT/DRAUGHTSMAN CATEGORIES FOR  
APPOINTMENT AS JUNIOR ENGINEER/CIVIL II GRADE BY INTERNAL SELECTION

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CIRCLE

01. Name :
02. Designation :
03. Date of first appointment  
(Including TCL Service) :
04. Period of break in service  
(including break period in  
TCL Service) :
05. Date of Birth :
06. Name of Community :  
(SC/ST, MBC/DC, BC & OC)  
(If the individual claims as SC/ST,  
he should obtain a Certificate from  
Revenue Officer not lower in rank  
than a Tahsildar and as MBC/DC and  
BC obtain the certificate from  
Tahsildar or an Independent or Head-  
quarters Deputy Tahsildar or from  
Panchayat Union Commissioner  
specifically indicating the  
community to which he belongs).
07. Place where employed. :
08. Month & Year of passing of  
Diploma examination :
09. Knowledge in Tamil :
10. Whether he got appointment in  
any previous selection and  
relinquished :

(ATTESTED COPIES OF CERTIFICATES FOR PROOF OF AGE, COMMUNITY,  
EDUCATIONAL QUALIFICATION/TECHNICAL QUALIFICATION SHOULD BE  
ENCLOSED).

## DECLARATION

I declare that the particulars furnished above are true to the best of my knowledge and belief and I shall not ask for any alteration or change thereof at a later date.

2) I agree to relinquish my rights for promotion in present post held in Regular Work Establishment/Draughtsman in the event of my appointment as Junior Engineer/Civil II Grade.

3) If selected and given appointment as Junior Engineer/ Civil II Grade, I agree for protection in pay by grant of personal pay to the extent of the difference in the basic pay admissible to me from time to time in the post of Junior Engineer/Civil II Grade and the basic pay that would have been drawn by me in the previous post had I continued in the previous post till the basic pay in the post of Junior Engineer/Civil II Grade becomes equal to or more than the basic pay in the previous post or my promotion to higher post whichever is earlier as per orders in B.P.Ms.(FB) No.95, (Secretariat Branch) dt.20.11.1985.

DATE :

SIGNATURE OF APPLICANT

STATION &  
CIRCLE :

ANNEXURE

STATEMENT SHOWING THE DETAILS OF QUALIFIED EMPLOYEES OF BOARD FOR SELECTION AND APPOINTMENT TO THE POST OF JUNIOR ENGINEER/CIVIL BY II GRADE THROUGH INTERNAL SELECTION.

Sl. No.	Name of the Employee & Date of Birth	Designation	Name of the Community	Whether belongs to SC/ST, MBC/DC, BC and OC	Month and Year of passing of Diploma in Civil Engg.	Details of service i.e. from the date of first appointment (including TCL Service).		
1	2	3	4	5	6	7		
						Category	From	To

Period of break in service if any.	Whether possessing adequate knowledge in Tamil	Whether any D.P. is pending or undergoing punishment. If, yes complete detail about the nature of charges framed and kind of punishment imposed and <b>probable date of expiry of punishment period.</b>	The date from which they are working in the present post.	Recommendation of the S.E.
9	10	11	12	13

SUPERINTENDING ENGINEER.