



ODISHA RENEWABLE ENERGY DEVELOPMENT AGENCY

Under the Department of Energy

Government of Odisha

(ISO 9001:2008 / ISO 14001:2004)

S/59, MANCHESWAR INDUSTRIAL ESTATE

Website : www.oredaorissa.com E-mail: ceoreda@oredaorissa.com

RECRUITMENT OF ASSISTANT DIRECTOR (TECHNICAL)

ADVT. NO: 945

Dated 08. 04. 2022

Opening Date of Online submission of application	09.04.2022
Closing date of online submission of application	29.04.2022
Date of CBT (Tentative)	3 rd / 4 th week of May 2022

Odisha Renewable Energy Development Agency (OREDA) is the state level Nodal Agency constituted in the year 1984 with a view to popularise the exploitation and use of renewable energy sources in the state. The mandate of the Agency covers the entire gamut of renewable energy resources such as Solar, Wind, Hydro and Biomass sources etc. OREDA intends to recruit young professionals in the post of Assistant Director (Technical) for its offices across the state of Odisha.

1. VACANCY & RESERVATION

The category wise vacancy position along with reservation thereof is given below:

Category	SC	ST	SEBC	UR	TOTAL
Vacancy	2 (W:1)	4 (W:1)	2(W:1)	6 (W:2)	14 (W:5)

[Abbreviation: SC - Scheduled Caste, ST - Scheduled Tribe, SEBC - Socially & Educationally Backward Classes, UR - Unreserved, W - Women, PWD - Persons with Disability, EXSM: Ex-Servicemen]

NOTE: Posts are calculated as per Vacancy based Roster calculation Rules. Vacancy position is subject to change as per discretion of management of OREDA.

2. TYPE OF DISABILITY

PWD candidates, whose permanent disability is 40%(forty percent) or more, can apply against the unreserved posts provided the post is identified as suitable for PWDs.

The physical requirement and functional classification of PWD suitable for the post is as follows:

Physical requirement: OL , BL (MNR),HI with suitable aid

Functional classification: S, SE, H, MF, RW

Code	Functions
Physical Requirements:	
S	Work performed by sitting (on bench or chair)
SE	Work performed by Seeing
H	Work performed by hearing/speaking
MF	Work Performed by manipulating with fingers
RW	Work performed by Reading and Writing
Functional Classification:	
OL	One leg affected (R and/or L)
BL (MNR)	Both Leg affected but not arms(Mobility Not Restricted)
HI	Hearing Impaired

The PWD certificate is subject to verification of the candidate by the prescribed medical board.

3. SALARY & PROBATION PERIOD

The selected candidates shall be appointed initially as Assistant Director (Technical) in the scale of pay of Rs. 44,900/- in Level-10-Cell-1 as per the Pay matrix provided under Rule-3 of ORSP Rules, 2017. The candidates shall be placed on probation for a period of one (01) year.

4. QUALIFICATION

- a. BE / B. Tech degree in Electrical Engineering / Mechanical Engineering / Agricultural Engineering / Production Engineering/ Industrial Engineering/ Electronics Engineering/ Instrumentation Engineering with at least 60% marks in aggregate
 - i. UR & SEBC - Minimum 60 % marks throughout career
 - ii. SC/ST - Minimum 50% marks throughout career
- b. Candidates having Degree / PG Diploma in Renewal Energy Technologies from reputed organisations will be given preference.

- i. She / he must be able to read, write and speak Odia and must have:
 - (a) Passed Middle School Examination with Odia language subject; or
 - (b) Passed High School Certificate exam or examination with Odia as medium of examination in non-language subject ; or
 - (c) Passed in Odia as language subject in the final examination of class-VII from a school or educational institution recognized by the Government of Odisha or the Central Government.
 - (d) Passed a test in Odia in Middle English School Standard conducted by the School and Mass Education Department.

Note: Candidates who possess the above qualification as on the last date of application are only eligible to apply.

5. AGE

- i. Candidate must not be under 21 (Twenty one) years of age and must not be above 38 (Thirty eight) years as on 01.01.2022.

ii. **Relaxation for various categories:**

Category	Age Relaxation
For ST	Upper age relaxation by 5 Years
For SC	Upper age relaxation by 5 Years
For SEBC	Upper age relaxation by 5 Years
For Women	Upper age relaxation by 5 Years
For Ex-SM	Upper age relaxation by 5 years
For PWD (whose permanent disability is 40% or more)	Upper age relaxation by 10 Years

- iii. Provided that a candidate (except PWD) who comes under more than one category mentioned above, shall be eligible for only one benefit of upper age relaxation, which shall be considered most beneficial to him/her.
- iv. Relaxation in age limit shall be applicable for PWD candidates irrespective of the fact whether the post is reserved or not, provided the post is identified for PWDs.
- v. The Ex-SM candidates can also apply and avail age relaxation though there is no post reserved for them
- vi. The date of birth entered in the High School Certificate Examination or equivalent Certificate issued by the concerned Board / Council will only be accepted.

THE ABOVE PRESCRIBED AGE LIMITS CAN NOT BE RELAXED.

6.RESERVATION

- i. Reservation of posts including reservation for Women will be as per the ORV and other applicable Acts and rules of Government of Odisha.
- ii. PwD candidates, whose permanent disability is 40% (forty percent) or more, are required to attach Disability Certificate indicating percentage of disability & type

of disability issued by the concerned Medical board for consideration as per Rules. The PWD candidates can apply against the Un-reserved posts provided the post is identified as suitable for PwDs.

- iii. Ex-Servicemen are required to attach copy of Discharge Certificate/ required documents in support of their service in Defence forces issued by the Competent Authority.
- iv. Concession meant for SC, ST and SEBC by birth are admissible to the Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Classes of Odisha State only.
- v. In the event of non-availability or insufficient number of eligible / suitable women candidates belonging to any particular category, the vacancies or the remaining vacancies shall be filled up by male candidates of the same category.
- vi. Exchange of reservation between Scheduled caste and Scheduled Tribe will not be considered.
- vii. Candidates belonging to SEBC category shall submit their SEBC Certificate validated / renewed by the Competent Authority on or after 09.04.2019 failing which they shall be treated as unreserved category candidates.
- viii. Women candidates belonging to SC/ST/SEBC are required to submit Caste Certificate by birth showing “daughter of” Caste Certificate obtained by virtue of marriage i.e. showing “wife of” is not acceptable.
- ix. **OBC Certificates will not be accepted in lieu of SEBC Certificate.**
- x. Community (Caste Status) once mentioned by the candidates shall not be changed under any circumstances.

7. MEDICAL FITNESS

- i. Appointment of selected candidates will be subject to having sound health and being physically & mentally fit in the Pre-Employment Medical Examination to be conducted as per the norms and standards of Medical Fitness.

- ii. Candidates selected under PWD category must be within the prescribed normal range for all other physical standard. The PWD candidates will have to undergo a verification process by the authorized Medical Board.

8. OTHER ELIGIBILITY CONDITIONS

- i. The candidate must be a citizen of India.
- ii. A candidate who has more than one spouse living will not be eligible for appointment unless the State Government has exempted his / her case from operation of this limitation for any good and sufficient reasons.
- iii. The candidates must have a good character and high integrity.

9. SELECTION PROCEDURE

- i. The selection process involves Computer Based Test (CBT) and Personal Interview.
- ii. Eligible candidates will be called for Computer Based Test, comprising 100 number of multiple Choice Questions (MCQs). The component for CBT will be as follows :

Domain knowledge	English, Odia, GK, Maths & Reasoning
60%	40%

- iii. The CBT will be of two (02) hours duration.
- iv. The Syllabus for the CBT is provided at Annexure-I.
- v. There shall be no negative marking.
- vi. Candidates who qualify in CBT will be called for Personal Interview in 1:3 ratio in each category.
- vii. The merit list will be drawn purely on the basis of Performance in the CBT and Personal Interview. The weightage for CBT & Personal interview is 80% & 20% respectively.

- viii. The offer of appointment shall be issued to the selected candidates on the basis of merit.
- ix. **However the final appointment of selected candidates will be subject to their Medical Fitness as per the prescribed format.**
- x. On selection, candidates can be posted at any of the existing / upcoming office of OREDA throughout Odisha.

11. MINIMUM QUALIFYING MARKS IN CBT AND PERSONAL INTERVIEW

Test	Unreserved / SEBC	SC / ST
CBT	50%	40%
Personal Interview	40%	40%

12.APPLICATION FEE AND MODE OF PAYMENT

Unreserved / SEBC Category	SC/ST/PWD
Rs. 500/-	Rs.200/-

- i. UR and SEBC candidates are required to pay a non-refundable fee of Rs.500/- (Rupees Five hundred) only and candidates belonging to scheduled Caste (SC) / Scheduled Tribe (ST) of Odisha only, and PWD candidates are required to pay a non-refundable fee of Rs.200/- (Rupees Two hundred) only.
- ii. Candidates shall be required to make the payment of fee while filling up the online application in on-line mode only.
- iii. **For On-line Payment mode (Through Debit / Credit Card / Net Banking):** In case of On-line payment mode, an applicant will be redirected to payment gateway page. After completing the On-line Payment, she / he shall take hard copy of the

application form along with Fee Receipt. She/he shall retain the hard copy and proof of payment for future reference / record which shall be required at the time of verification of original certificates / testimonials as and when necessary. The candidate shall bear the online transaction charges extra as applicable.

- iv. Application fee once paid shall not be refunded in any case.
- v. The candidate has to retain the print out / hard copy of the online application for future reference.

13. CENTRE OF EXAMINATION

- I. The Computer Based Test (CBT) will be held at **Bhubaneswar, Cuttack, Berhampur Rourkela, Balasore, Sambalpur and Jeypore etc.** depending on the number of candidates from the respective zones. The candidates are to mention their choice of Examination Zone at appropriate place in the Online Application Form.
- II. The request for change of Centre shall NOT be entertained. Allotment of the test Centre is at the discretion of the Agency.
- III. OREDA reserves the right to change the Centre of Examination without mentioning any reason thereof at any stage of recruitment.

14. GENERAL INFORMATION & INSTRUCTIONS

- i. Wherever CGPA/OGPA/DGPA or Letter Grade in a Degree is awarded, its equivalent percentage of marks must be indicated in the online application as per norms adopted by University / Institute.
- ii. Percentage of Marks obtained by the candidate in Degree shall be based on the practice followed by the University / Board / Institution from where the candidate has obtained the Degree. In case the University / Institution does not have any formula for converting CGPA into equivalent marks the equivalence would be established by dividing the candidates CGPA by maximum possible CGPA and

multiplying the result with 100.

- iii. Only the online applications are invited from the candidates for admission to the Computer Based Test. No other mode of application is acceptable.
- iv. Degree Certificate, Caste Certificate, Odia Test Pass Certificate, Discharge Certificate of Ex-Servicemen, Certificate of Physically Handicapped Persons must have been issued by the competent authority within the last date fixed for submission of online application form.
- v. A candidate found guilty of seeking support for her/his candidature by offering illegal gratification or canvassing in any form or found indulging in any type of malpractice during the course of the selection or otherwise, shall, in addition to rendering herself/ himself liable to criminal prosecution be disqualified not only for the ongoing recruitment, but also from any future recruitment or selection to be conducted by OREDA.
- vi. Any Application submitted found to be incomplete in any respect is liable for rejection. No correspondence shall be entertained in this regard.
- vii. Mere applying for the post and fulfilling eligibility criteria with reference to the advertisement does not confer any right on an applicant to claim appointment.
- viii. Any dispute arising out of the ongoing recruitment shall be subject to jurisdiction of Hon'ble High Court of Orissa.
- ix. Candidates working in State / Central Government / PSUs/ Autonomous Bodies of Govt. shall apply online. However, he/she must produce a **No Objection Certificate (NOC)** at the time of Personal Interview.
- x. **Final selection of the candidates shall be subject to medical fitness.**
- xi. While applying for the above posts, the applicant shall ensure that she / he fulfills the eligibility and other norms mentioned above, as on the specified dates and the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment / selection that a candidate does not fulfill the eligibility norms and / or

that she / he has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will automatically stand cancelled. If any of the above shortcoming (s) / are detected even after appointment, her/his services are liable to be terminated without any notice.

- xii. Candidates, who fulfill the prescribed eligibility criteria, on the effective date, may apply for the post.
- xiii. After the CBT, the tentative answer keys will be displayed for 07 (seven days) in the official website. The candidates may go through the answer keys and raise objections/ queries, if any, on payment of Rs 300/- (Rupees three hundred) only per question through online within 07 days. The same shall be scrutinised before finalizing the answer keys and the decision of OREDA management will be final. No representation regarding answer keys shall be entertained thereafter. If any representation is found valid the paid amount will be refunded to the candidate.
- xiv. OREDA reserves the right to cancel the recruitment process, if need so arises, without issuing any further notice or assigning any reason thereof at any stage.

15. HOW TO APPLY

- i. Before filling up On-line Application, candidates are advised to go through the advertisement carefully and understand the content of the Advertisement, Instructions to fill up On-line Application and Frequently Asked Questions (FAQ) documents available on the official website of OREDA : <https://oredaodisha.com>
- ii. On successful registration of the online application form, a unique Registration Number will be displayed on the screen as well as top of the application form. Candidates are required to retain the unique Registration Number and use it for future correspondence.
- iii. Application received through any other mode would not be accepted and summarily rejected.

iv. **Uploading of Documents & Photo:**

Candidates are required to keep the following documents ready before initiating the On-line Application Form:

- a) Caste certificate, if belong to SC/ST/SEBC category.
- b) 10th Pass Certificate.
- c) Essential Qualification Passed Certificate.
- d) Essential Qualification Final Mark Sheet.
- e) PWD certificate, if applicable.
- f) Ex-Serviceman Discharge certificate / I card / NOC, if applicable.

Note: Size of documents to be uploaded shall be 100KB to 200KB and in PDF format. The uploaded documents must be clearly Identifiable / visible, otherwise the application is liable to be rejected and no correspondence in this regard will be entertained.

- v. Candidate shall upload the scanned copy of original documents.
- vi. Recent colour passport size photograph and signature in prescribed format (.jpg/.jpeg)

	File Size	Dimension
Photograph	25KB to 50KB	3.5 cm X 4.5cm
Signature	25KB to 35 KB	3.5 cm X 1.5cm

Note : Candidates should ensure that the same passport size colour photograph is used throughout this recruitment process.

- vii. Candidates are required to take a printout of the finally submitted Online Application form for future use. In case the candidate is shortlisted for Personal Interview, the candidate has to submit the same at the time of personal Interview.
- viii. Certificate of Admission / Admit Card for the Computer Based Online Test for the eligible candidates will be uploaded in the website of OREDA prior to the date of examination.

- ix. The candidates are required to download their Admit Card from the website of OREDA and produce the same for Admission to the examination Hall / Centre. No separate correspondence will be entertained in this regard.

16.FACILITATION SUPPORT

In case of any difficulty during the registration process please contact the Facilitation Number or mail your queries to the email id given below:

E-mail id : oredarecruitment@gmail.com

Facilitation No. : 9071123445

Timing : All Working Days- 11 AM to 5 PM

Closed on 2nd & 4th Saturday, Sundays and Holidays

Note:

1. All the important notification & updates regarding this recruitment shall be hosted in the OREDA website only and accordingly all applicants are advised to visit the website regularly.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. OREDA will not be responsible for network issues or any other problem in submission of online Application.
3. Candidates should be aware of FAKE websites put-up by unscrupulous elements/ touts.

sd/-

CHIEF EXECUTIVE

Syllabus for the Computer Based Test (CBT)

Name of post: Assistant Director (Technical)

- National and Global scenario on energy
- Conventional sources of energy (Thermal and Hydro energy)
- Components of Power System- Generation, Transmission & Distribution Power
- Basic Electrical Engineering, Network theory
- Fundamental of Renewable Energy Technologies- Solar Energy(Photovoltaic and Solar thermal), Wind Energy and Bio Energy, Waste to Energy, Green Hydrogen
- Centralized power generation Vs decentralized power generation
- Status and scope of Renewable Energy in India
- Government Policy & Programs for development and dissemination of renewable energy
- Energy and environment linkages
- Renewable energy applications in agriculture, city development, livelihood improvement
- Energy audit, Energy efficiency and Energy Conservation
- Role of Automation / Information Technology in Power system
- Sustainable Development Goals(SDG), India's commitment SDG
- Electrical Vehicle Technology Vs Internal Combustion engine technology
- Recent events on sustainability (COP 26, Paris Agreement, Kyoto protocol etc) and organizations involved such as UNFCCC.

General English: Articles, Verbs, Prepositions, Tenses, Antonyms, Noun, Pronoun, Sentence Completion, spellings & Synonyms.

Odia: Dhvani & Shabda, Parts of Speech(Noun, Adjective, Verb), Derivation of words, Formation of Words(Using Prefix & Suffix), Idioms, Synonyms and Antonyms

General Knowledge : Indian Constitution, Indian Culture, Indian Geography, Indian History, Indian Polity, Scientific Research & Sports.

Maths & Reasoning: Percentage, Time and work, Time and Distance, Profit and Loss, Simplification, averages, Analogies, Coding and Decoding, Series Completion, Similarities, Space Visualisation.