

How to Apply

Candidates desirous of applying against Adv. 02/VSA/2014/BACKLOG RECRUITMENT) among the various Posts in "U.P. POWER CORPORATION LTD" are required to apply ONLINE only, by visiting the UPPCL official website www.uppcl.org . APPLICATION BY ANY OTHER MODE WILL NOT BE ACCEPTED.

- ❖ A valid E-mail id and Mobile Number is mandatory for the submission of your Online Application. This E-Mail id and Mobile number should be kept active till the declaration of final result. U.P. POWER CORPORATION LTD. will send important information with regards to your application and examination on this registered E-Mail/Mobile number.
- ❖ For Convenience, before the filling of the Online Application, the candidate should save the scanned images of candidate's recent coloured **passport photo** (Dimension 200x230 pixels and size of the file should be between 60-80kb. Scanner resolution minimum 200 dpi) & **signature of the candidate** (Dimension 200x230 pixels and size of the file should be between 10-20kb. Scanner resolution minimum 200 dpi) in CD/DVD/Pen drive in JPG format only as mentioned in the Advertisement. The above documents in soft copies will be required for uploading and final submission of your Online Application.

Application form has to be completed in two phases.

Phase 1 (For Deposit of Application Fees)

- ❖ Carefully reading the page 'How to apply'.
- ❖ Now close the page 'How to apply' ,then the main web-page will appear.
- ❖ On the main web-page click '**Deposit Application fee**' given at serial no-1. You will be navigated to web-page of State Bank of India. After filling the basic information click '**submit**'. Now you can see the information provided by you. After confirming the data, you will be navigated to SBI multi-option payment system. Now select here the mode of payment of Net-banking/debit card/credit card/ Challan (other payments) and make payment)
 - A) For OBC (Non Creamy layer) fee is Rs. 1000/- and
 - B) For SC/ST fee is Rs. 700/-.

Note: Bank Transaction charges are to be paid extra.

You can print 'E-receipt' after making payment for the Application fee through Net-banking/debit card/credit card.

Phase 2(For Completion of Application form after two days of depositing fees)

- ❖ Visit the UPPCL website www.uppcl.org and click Tab 'Online Application against 02/VSA/2014/Backlog recruitment' to reach the main web-page.
- ❖ On the main web-page click 'Fill up Application Form' given at serial no-4. Application form with details already provided during phase-1 will appear. Fill up the remaining information required in the form and upload photo and signature of the candidate of desired dimensions, size and resolution (as given above).

(Please ensure that before clicking the 'submit' button, the particulars provided by you in the second phase of filling the Application form are correct. After clicking the 'submit' button the particulars mentioned in the Online Application in each stage including Name of the Candidate, Post Applied, Caste Category, Date of Birth, Address, E-Mail-ID, Mobile No. etc. will be treated as Final and the candidate will not be able to modify/edit/delete any fields of the Online Application.)

- ❖ Accept the declaration by selecting the box .
- ❖ After accepting the declaration, click 'Submit' button for final submission.
- ❖ Take printout of the application form and keep it for future reference.
- ❖ On successful submission of the application form along with photo & signature, you shall receive e-mail message in confirmation. If you do not receive the e-mail, it means your application is not received by ESC.
- ❖ For queries/doubts regarding filling of application form click 'Contact us' provided at the end of the form.

OTHER IMPORTANT POINTS FOR CANDIDATES:

The candidate must note the following points:-

- ❖ NO BACKLOG QUOTA IS IN BALANCE FOR THE HANDICAP CANDIDATES UNDER HORIZONTAL RESERVATION. BUT THE HANDICAP CANDIDATE CAN APPLY FOR THE FOLLOWING POSTS IDENTIFIED BY THE GOVT. OF U.P., UNDER OBC/SC/ST CATEGORY.
 - 1) ASSISTANT REVIEWING OFFICER (CODE-16): WITH **OA/OL/PB/PD** TYPE FUNCTIONAL DISABILITY ONLY.
 - 2) STENOGRAPHER-III (CODE-24): WITH **OL/BL/PB/B** TYPE FUNCTIONAL DISABILITY ONLY.
 - 3) OFFICE ASSISTANT-III (CODE-26): WITH **OA/OL/PB/B** TYPE FUNCTIONAL DISABILITY ONLY.
- ❖ MORE THAN ONE AGE RELAXATION BENEFIT IS NOT ALLOWED TO ANY CANDIDATE OF ANY CATEGORY.
- ❖ A CANDIDATE CANNOT APPLY FOR THE CATEGORY OF POST FOR WHICH NO VACANCY IS AVAILABLE. (i.e. ST CANNOT APPLY FOR POST CODE NO. 15,16,25 & 27; LIKEWISE OBC(NCL) CANNOT APPLY FOR THE POST CODE-15 & 25.)

- ❖ A CANDIDATE MUST HAVE PASSED HIS MINIMUM REQUIRED ELIGIBLE QUALIFICATION OF GRADUATION **OR** GRADUATION-CUM-POST-GRADUATION DEGREE/DIPLOMA AT THE TIME OF FILLING THE APPLICATION FORM.
- ❖ WRITTEN EXAMINATION /SKILL TEST/INTERVIEW WILL BE HELD AT LUCKNOW. HOWEVER, ELECTRICITY SERVICE COMMISSION HAVE THE RIGHT TO CHANGE OR ADD SOME CITIES DEPENDING UPON THE RESPONSE, ADMINISTRATIVE CONDITIONS/FEASIBILITY, OR ANY OTHER FORCE MAJEURE CONDITIONS ETC.
- ❖ A CANDIDATE MUST CARRY ADMIT CARD ALONGWITH PHOTO IDENTITY CARD AS MENTIONED IN THE APPLICATION FORM DURING THE TIME OF WRITTEN/SKILL TEST AND INTERVIEW. (i.e. AADHAR CARD/VOTER ID./DRIVING LICENSE/PASSPORT)
- ❖ ESC, SHALL ARRANGE TO DISPLAY THE ANSWER-KEY OF THE OBJECTIVE TYPE QUESTIONS, WITHIN 72 HOURS AFTER THE WRITTEN EXAMINATION ON UPPCL OFFICIAL WEBSITE **www.uppcl.org**. REPRESENTATIONS WILL BE INVITED FROM THE CANDIDATES, AGAINST THE WRONG ANSWER- KEY DISPLAYED WITH DOCUMENTARY EVIDENCE AT THE E- MAIL **helpdesk.blog214@gmail.com** FOR FIVE DAYS FROM THE DATE AND TIME OF DISPLAY OF ANSWER-KEY.THEREAFTER, NO REPRESENTATIONS OF ANY FORM WILL BE ENTERTAINED.
- ❖ TERMS AND CONDITIONS GIVEN IN THE ADVERTISEMENT 02/VSA/2014/BACKLOG RECRUITMENT ARE GUIDELINES ONLY. IN CASE OF ANY AMBIGUITY, THE EXISTING POLICIES, RULES AND REGULATIONS OF UPPCL WILL BE FINAL.
- ❖ ANY PAYMENT MADE THROUGH ONLINE (NET-BANKING/DEBIT CARD/CREDIT CARD) AFTER 20.00 Hrs IS TREATED AS PAYMENT ON NEXT DAY. HENCE BE CAREFUL AND ONLINE PAYMENT MADE ON THE LAST DAY OF DEPOSITING FEES MUST BE ENSURED BEFORE 20.00 Hrs.