



**Bureau of Energy Efficiency (BEE)**  
**(A Statutory body under Ministry of Power, Govt. of India)**  
**4th Floor, Sewa Bhawan, R. K. Puram, New Delhi - 110066**

**VACANCY CIRCULAR**

Bureau of Energy Efficiency (BEE) is a statutory body under the Ministry of Power, Government of India. Its Mission is to assist in developing policies and strategies with a thrust on self-regulation and market principles, within the overall framework of the Energy Conservation Act, 2001, and with the primary objective of reducing energy intensity of the Indian economy. BEE co-ordinates with designated consumers, designated agencies and other organizations to recognize identify and utilize the existing resources and infrastructure, in performing the functions assigned to it under the Act. The Energy Conservation Act provides for regulatory standard setting and promotional functions to the organisation.

BEE intends to engage DISCOM officials not below the rank of Superintending Engineer in Govt. or equivalent rank in private DISCOM fulfilling the following eligibility criteria:

1.	<b>Name of Position</b>	<b>Consultant (DISCOM)</b>
2.	<b>Number of Positions</b>	03
3.	<b>Qualification &amp; Experience:</b>	<b>Essential:</b> <ul style="list-style-type: none"><li>• Bachelors in Electrical Engineering.</li><li>• Not less than 15 years of working experience in DISCOM.</li><li>• Should have sectoral experience in Energy Accounting / Operations &amp; Maintenance / technical evaluation of Energy Savings or loss reduction projects.</li><li>• Should be well conversant with existing energy efficiency technologies in electricity distribution sector.</li></ul> <b>Desirable:</b> <ul style="list-style-type: none"><li>• BEE qualified Energy Manager or Energy Auditor will be given preference.</li><li>• Working knowledge of Energy Accounting in DISCOM.</li><li>• Involvement in PAT related activities will be given preference.</li></ul>

**Age Limit:** The applicant should not have attained the age of 63 years on the closing date of applications and should be in good health for discharging his official duties effectively.

**Tenure:** Period of engagement will be initially for a period of one year, from the date he/she joins the BEE office, which can be extended on the recommendations of Controlling Officer and requirement of the project.

**Consultancy fee:** The Consultant shall be paid monthly fee as per the prevailing rules of Govt of India subject to maximum of Rs. 1.25 Lakhs.

**Submission of the application:** The interested applicants may send their curriculum vitae as per format in **Annexure-I** along with 2 passport size photographs and self-attested copies of educational qualification, experience certificates, PPO and related documents latest by **22.3.23** to “The Secretary, Bureau of Energy Efficiency, 4<sup>th</sup> Floor, Sewa Bhawan, R.K. Puram, Sector-I, New Delhi 110066”. Incomplete applications will summarily be rejected.

The competent authority in the Bureau reserves the right to relax the eligibility and other criteria in case of exceptionally outstanding candidates.

**Selection method:** Candidates meeting the eligibility criteria would be shortlisted and called for interaction

**Other General Information:** Candidature is liable to be rejected at any stage of the recruitment process if any information provided by the candidate is found to be false and incorrect.

Date: 28.2.23

Secretary  
Bureau of Energy Efficiency

CURRICULUM VITAE PERFORMA

1.	Name and Address (in Block Letters)					
2.	Date of Birth (in Christian era)					
3.	Email					
4.	Mobile No.					
5.	Residential Address					
6.	Educational Qualifications					
7.	Date of Superannuation/ Retirement					
8.	Age as on closing date (YY/MM)					
9.	PPO No. (Enclose copy)					
10.	Post held at the time of retirement					
11.	Organization currently working, if any					
12.	Organization Superannuated from					
13.	Details of Departmental exam qualified, if any					
14.	Details of Employment, in chronological order. Enclose a separate sheet duly authenticated by your signature, if the space below is insufficient.					
	<b>Office/Institution</b>	<b>Post held</b>	<b>From</b>	<b>To</b>	<b>Scale of Pay and Basic Pay</b>	<b>Nature of duties (in detail)</b>

15.	Knowledge/experience of MS Office Tools (Word/Power Point/Excel etc.)				

I hereby declare that the particulars furnished above are true and correct to the best of my knowledge and belief. I further declare that I was clear from vigilance angle at the time of my retirement. I have read this circular and accept all the terms and conditions for engagement of consultants.

I shall provide the references in respect of my assignments done in last three years as and when required.

Date \_\_\_\_\_

**(Signature of the Candidate)**

**Place** \_\_\_\_\_