

ANDHRA PRADESH ELECTRICITY REGULATORY COMMISSION**POSTS & THEIR JOB DESCRIPTION**

Name of the Post	Qualifications	Additional Qualifications desirable	Job Description
1. Director (Engineering)	<p>(a) Degree in electrical/ power Engineering</p> <p>(b) 20 years of engineering experience with at least five years at management level in large power utilities with generation, transmission & distribution facilities.</p> <p>(c) Good written and verbal communication skills.</p>	<p>(a) Experience in Setting up and critically reviewing of performance standards.</p> <p>(b) Good knowledge of Electricity Laws.</p>	<p>(i) To process applications for issue of licences and to monitor working of various licencees in an efficient, economical equitable and safe manner and submit reports to the Commission.</p> <p>(ii) To work out the norms and details to regulate the purchase, distribution, supply and utilisation of electricity and to ensure quality, continuity and reliability of service and monitor compliance by licencee.</p> <p>(iii) To collect data and forecast on the demand for end use of electricity.</p> <p>(iv) To workout details to set appropriate code of conduct and standards for the electricity industry in the state.</p> <p>(v) To gather information and facts to regulate the assets and properties related to electricity industry in the state.</p> <p>(vi) To examine and process applications for issuance of consent to all power plants as required in Electricity Supply Act 1948 and under section 21(3) of AP Electricity Reform Act.</p> <p>(vii) To workout steps to under take all incidental or ancillary works.</p>
1.1 Joint Director (Engineering)	<p>(a) Degree in electrical/power Engineering</p> <p>(b) 15 years experience at management level in large power utilities with generation, transmission and distribution facilities of which at least three years should be at field level.</p> <p>(c) Good written and verbal communication skills.</p>	<p>(a) Power system-planning experience.</p> <p>(b) Experience in managing engineering professionals.</p>	<p>(i) Coordinating the works of all the Deputy Directors and carrying out all incidental and ancillary works and assist Director of Engineering in respect of activities entrusted to him by the Director.</p>
1.1	(a) Degree in	(a) Experience in	(i) To assist in processing of applications for

Deputy Director (Transmission).	<p>electrical/ Power Engineering</p> <p>(b) 5 years experience with a large power utility with generation, transmission and distribution facilities.</p> <p>(c) Direct operational experience in generation, transmission and distribution.</p> <p>(d) Good written and verbal communication skills.</p>	<p>commercial issues, power purchase agreements, and electricity laws.</p> <p>(b) Familiarity with electricity tariff issues.</p> <p>(c) Knowledge of economics.</p>	<p>issuing licences for transmission and bulk supply and to monitor working of various licencees in an efficient, economical and safe manner and submit reports to the Commission.</p> <p>(ii) To assist in working out norms and details to set appropriate code of conduct and standards for the electricity transmission industry in the state and to ensure that these codes and standards are adopted.</p> <p>(iii) To ensure that the generating companies comply with the regulations that may be framed by the Commission concerning the operation and maintenance of power system.</p> <p>(iv) To undertake all incidental and ancillary works, relating to generation and transmission in the State.</p> <p>(v) To undertake any job relating to transmission assigned by Joint Director/ Director (Engineering).</p>
1.1 Deputy Director (Distribution).	<p>(a) Degree in electrical/Power Engineering</p> <p>(b) 5 years experience in transmission and distribution with a large power utility.</p> <p>(c) Direct operational experience in transmission and distribution.</p> <p>(d) Good written and verbal communication skills.</p>	<p>(a) Experience in commercial issues, power purchase agreements, and electricity laws.</p> <p>(b) Familiarity with electricity tariff issues.</p>	<p>(i) To assist in processing of applications to issue licences for distribution and retail supply and to ensure that these licencees work in an efficient, economical and safe manner.</p> <p>(ii) To assist in working out norms and details to regulate purchase, distribution, supply and utilisation of electricity and to ensure quality, continuity and reliability of service and monitor compliance by licencee.</p> <p>(iii) To assist in working out norms and details to set appropriate code of conduct and standards for the electricity distribution industry and to ensure compliance of such codes and standards.</p> <p>(iv) To undertake all incidental and ancillary works, relating to distribution in the State.</p> <p>(v) To undertake any job relating to distribution assigned by Joint Director/ Director (Engineering).</p>
1.1 Deputy Director (Power Procurement & Planning)	<p>(a) Degree in electrical/Power Engineering</p> <p>(b) 5 years experience with a large power utility with generation, transmission and distribution facilities.</p> <p>(c) Experience in</p>	<p>(a) Experience in commercial issues, power purchase agreements, and electricity laws.</p> <p>(b) Familiarity with issues emerging due to restructuring of power sector.</p> <p>(c) Knowledge of</p>	<p>(i) To collect data and forecast on the demand for end use of electricity and to require the licencees to collect such data and forecast.</p> <p>(ii) To monitor action taken by licencees to formulate perspective plans and schemes in coordination with others for the promotion of generation, transmission, distribution and supply of electricity.</p> <p>(iii) To assist in working out norms and details</p>

	<p>power system planning and power procurement.</p> <p>(d) Good written and verbal communication skills.</p>	<p>economics.</p>	<p>for regulating the assets, properties and interest in properties concerning or related to the electricity industry in the State.</p> <p>(iv) To process applications for issuance of consent to all power plants as required in Electricity Supply Act 1948 and under Section 21(3) of AP Electricity Reforms Act, 1998.</p> <p>(v) To take necessary steps to ensure that the transmission licensee procures power in an economical manner and through a competitive power procurement process.</p> <p>(vi) To review PPAs and to ensure that power purchase arrangements of the licensees are as per the consent given by the Commission.</p> <p>(vii) To undertake any job relating to planning and power procurement assigned by Joint Director/ Director (Engineering)</p>
2 Director(Law)	<p>(a) Degree in law from a recognised university/law school.</p> <p>(b) Eligibility to practice law.</p> <p>(c) 15 years of professional experience or similar experience under Central/ State Government/ Judge of a District Court.</p> <p>(d) Excellent written and verbal communication skills.</p> <p>(e) Specialisation on the subject of commercial laws.</p>	<p>(a) Knowledge in power sector.</p> <p>(b) Experience in providing legal advice on commercial issues.</p> <p>(c) Experience in related litigation in court.</p> <p>(d) Experience in drafting statutes and regulations</p> <p>(e) Experience in contract and/or administrative law.</p>	<p>(i) To aid and advise the Commission in legal matters concerning provisions of various Acts and legislations concerning electricity generation, transmission and distribution of energy and also to ensure that licences are issued in accordance with the provisions of the Act.</p> <p>(ii) To process cases for adjudication and settlement of disputes which may arise between various licensees in accordance with the regulations to be prescribed and submit to the Commission.</p> <p>(iii) To process cases for imposition of fines and penalties by Commission as contemplated under part 12 section 40-45 of AP Reform Act and provide necessary support to the Commission to conduct proceedings as contemplated under section 52 of the Act.</p>
2.1 Joint Director (Law)	<p>(a) Degree in law from a recognised university or in a law school.</p> <p>(b) Eligibility to practice law.</p> <p>(c) Ten years of professional experience.</p> <p>(d) Excellent written and verbal communication skills.</p>	<p>(a) Experience in utility or regulatory law.</p> <p>(b) Knowledge in the Power Sector.</p> <p>(c) Experience in contract and administrative law.</p>	<p>(i) To coordinate the work of the Deputy Director.</p> <p>(ii) To process legal matters concerning provisions of various acts and legislations concerning Electricity generation transmission and distribution of energy and to assist Director of Law in all matters referred to him.</p>

<p>2.1 Deputy Director (Law).</p>	<p>(a) Degree in law from recognised university/law school.</p> <p>(b) Eligibility to practice law.</p> <p>(c) 5 years of professional experience including preferably in matters related to power sector.</p> <p>(d) Excellent written and verbal communication skills.</p>	<p>(a) Experience in utility or regulatory law.</p> <p>(b) Experience in related litigation in court.</p> <p>(c) Experience in contract and administrative law.</p>	<p>(i) To process adjudication and settlement of disputes which may arise between various licencees in accordance with the regulations made by the Commission.</p> <p>(ii) To process cases relating to imposing of fines and penalties as contemplated under AP Electricity Reforms Act 1998.</p> <p>(iii) To process legal matters concerning power sector.</p>
<p>2.1 Deputy Director (Legal Procedures).</p>	<p>(a) Degree in law from recognised university/law school.</p> <p>(b) Eligibility to practice law.</p> <p>(c) 5 years of professional experience including preferably in matters related to contract and administrative law.</p> <p>(d) Excellent written and verbal communication skills.</p>	<p>(a) Experience in utility or regulatory law.</p> <p>(b) Knowledge and/or experience in the power Sector.</p> <p>(c) Experience in related litigation in court.</p>	<p>(i) Providing necessary support to the commission to conduct proceedings as contemplated under Section 52 of the Act.</p> <p>(ii) To ensure that licences are issued in accordance with the provisions of the Act.</p> <p>(iii) To assist the Engineering wing in the scrutiny of PPAs entered into by the transmission licencee with generating companies.</p> <p>(iv) To carryout all incidental and ancillary works.</p>
<p>3. Director Tariff</p>	<p>a) Doctorate in Economics or Degree in Electrical / Power Engineering.</p> <p>b) 15 years experience as a professional economist or a Professional Engineer, of which at least five years shall be in managing Professional staff.</p> <p>c) Experience in the development of tariffs in public utilities.</p>	<p>(a) Experience in commercial Enterprises</p> <p>(b) Demonstrated capability in analytical modeling</p> <p>(c) Good written and verbal communication skills.</p> <p>(d) Experience in Power Sector.</p>	<p>(i) To workout details for fixing tariffs and charges keeping in view both the interest of consumers as well as the consideration that supply and distribution can not be maintained unless charges for the electricity supplied are adequately levied and submit necessary proposals to Commission.</p> <p>(ii) To assist the Commission in promoting competitiveness so that the Commission can progressively involve participation of the private sector while ensuring fair deal to the consumers.</p>

	d) Demonstrated ability in Economic Analysis, modeling and Statistical techniques.		
3.1 Joint Director (Tariff Engineering)	<p>a) Degree in Electrical / Power Engineering.</p> <p>b) 10 years professional experience at the management level in large power utilities with Generation, Transmission and Distribution facilities.</p> <p>c) Experience in development of tariffs in Power Sector utilities.</p>	<p>(a) Knowledge and / or experience in the power sector</p> <p>(b) Good written and verbal communication skills.</p> <p>(c) Knowledge of accounting.</p> <p>(d) Experience in commercial enterprises</p>	<p>(i) Evaluation and monitoring of the improvement in technical efficiency (SSM & DSM) vis-à-vis proposed investments and their implementation.</p> <p>(ii) Detailed examination of the investment proposals related to load growth, which ultimately get reflected in tariffs.</p>
3.2 Deputy Director (Tariff Engineering)	<p>a) Degree in electrical / Power Engineering</p> <p>b) 5 years of professional experience in Power Sector at the Managerial level in large power utilities with generation, transmission and distribution facilities.</p>	<p>(a) Good written and verbal communication skills.</p> <p>(b) Knowledge of accounting.</p> <p>(c) Experience in development of tariffs in power sector utilities.</p>	<p>(i) Analysis of calculations made for power purchases, with reference to PPAs.</p> <p>(ii) Monitoring any other technical issues related to tariffs like reduction of system losses, etc.</p>
3.3 Joint Director (Economics)	<p>a) Doctorate in Economics from a recognised university with specialisation in MicroEconomics.</p> <p>b) Minimum of 10 years Professional experience as an economist.</p> <p>c) Demonstrated ability in economic analysis, modeling and statistical techniques and data base capabilities.</p> <p>d) Strong familiarity with theory and</p>	<p>(a) Good written and verbal communication skills.</p> <p>(b) Experience in staff management.</p> <p>(c) Knowledge of accounting and principles of finance.</p>	<p>1. Analysis of load growth with reference to Market Conditions and the paying capacity of the various categories of consumers to pay the revised tariff. Study of the effect of proposed tariff revisions on a typical, small, average and large consumer in each tariff class.</p> <p>2. Assisting in a detailed study and allocating the revenue requirements into consumer classes and in determining cost based tariffs taking note of subsidies and cross subsidies.</p>

	practice of Tariff design and rate making.		
3.4 Deputy Director Tariff (Economics)	<p>a) Degree in Economics with specialization in microeconomics from a recognised university.</p> <p>b) 5 Years of professional experience as an economist either in a government department or in a commercial enterprise.</p> <p>c) Demonstrated capability in economic analysis, modeling and spreadsheet and database skills.</p>	<p>(a) Good written and verbal communication skills.</p> <p>(b) Knowledge of accounting and principles of finance.</p> <p>(c) Knowledge and/or experience in the power sector</p>	<p>1. Study of material costs of licensee's business and evaluation of methods used by licensees to calculate marginal costs.</p> <p>2. Review of statements given by licensees in tariff proposal and comparing the percentage of marginal costs recovered by the current and proposed tariff for each consumer class.</p> <p>3. Analysis of licensee's arguments for the proposed tariff changes including justification on the return on equity being requested.</p>
3.5 Joint Director (Accounts and Financial Analysis)	<p>a) Post Graduate Degree in Commerce and or a Cost Accountant.</p> <p>b) 10 years professional experience in accounting / Finance.</p>	<p>(a) Knowledge and / or experience in the Power Sector.</p> <p>(b) Good written and verbal communication skills.</p> <p>(c) Experience in commercial enterprises</p> <p>(d) Knowledge of accounting requirements for enterprises subject to the Companies Act.</p> <p>(e) Knowledge of accounting requirements for governmental entities.</p>	<p>Analysis and evaluation of the data made available by the licensee for revenue requirement with reference to past performance and future projections for the specified rate of return. This includes:</p> <p>(a) Analysis of calculation for asset base as per-VI schedule of ESA, 1948.</p> <p>(b) Checking of interest rates for T&D related borrowings with documents.</p> <p>(c) Checking up figures for O&M expenses with actual expenses of previous years and costs of similar utilities in India.</p>
3.6 Deputy Director (Accounts and	<p>a) Degree in Accounting / Commerce, Cost Accountant or Chartered Accountant.</p> <p>b) 5 years of professional</p>	<p>(a) Good written and verbal communication skills.</p> <p>(b) Knowledge of</p>	<p>(a) Examining the working capital requirement with reference to inventory proposed to be maintained and adequacy.</p>

Financial Analysis)	<p>experience in accounting and / or Finance.</p> <p>c) Demonstrated capability in analysis of company accounts, financial analysis, modeling including spreadsheet and database skills.</p>	<p>microeconomics.</p> <p>(c) Knowledge and/or experience in the power sector.</p> <p>(d) Membership in an accountancy organisation of good standing.</p>	<p>(b) Checking up correctness of figures proposed for depreciation with ESA, 1948 provisions, loan repayment schedules and application of funds for proposed investment.</p> <p>(c) Checking up consistency of figures given for interest on working capital</p> <p>(d) Analysis and evaluation of any other issue related to revenue requirement calculation.</p>
4. Director (Admn.)	<p>(a) Degree from a recognised university.</p> <p>(b) 15 years experience in administrative post at management level dealing with Human Resources Development and for Personnel.</p> <p>(c) Excellent written and verbal communication skills.</p>	<p>(a) Experience in managing a government organisation.</p> <p>(b) Knowledge of Computer Systems</p> <p>(c) Knowledge of government accounting and budget procedure.</p>	<p>(i) Apart from monitoring the progress of all-important decisions taken by the Commission from time to time, the Director Admn. would render all logistic support to the Commission in the areas of office management, Statistical data, Information Technology, Computer systems and all other unclassified jobs.</p> <p>(ii) He would be responsible for personnel Management, Maintenance of accounts of the commission and general office management etc.</p>
4.1. Joint Director/ Information Technology.	<p>(a) Degree in Electrical/ Computer Engineering or Masters degree in computer science.</p> <p>(b) 10 years experience in information technology management.</p> <p>(c) Experience in managing staff.</p> <p>(d) Good written and verbal communication skills.</p>	<p>Experience in Power Sector.</p>	<p>To assist the Commission in collection of statistical data, computer systems and all other related jobs.</p>
4.2. Deputy Director/ Information Technology	<p>(a) Degree in Electrical or Computer Engineering or Post-Graduate degree in Computer Science.</p> <p>(b) Five years experience in information</p>		<p>To assist the Commission in collection of statistical data, computer systems and all other related jobs.</p>

	<p>technology management.</p> <p>(c) Good written and verbal communication skills.</p>		
4.3. Deputy Director/ Pay and Accounts	<p>(a) Chartered Accountant with 5 years experience or a person qualified in SAS examination or a person with minimum five years service in AP Finance Service.</p> <p>(b) 5 years experience with managing office budgets and payroll in the context of GOAP or GOI</p>	<p>(a) Degree from any recognised University.</p> <p>(b) Demonstrated Computer Skills, especially spreadsheet and database skills.</p> <p>(c) Good written and verbal communication skills.</p>	<p>(i) Maintenance of accounts of the Commission as per approved manual and looking-after its finances.</p> <p>(ii) To receive all moneys due to commission and also make payments on behalf of the commission.</p>
4.4. Deputy Director/ Personnel	<p>(a) Degree from any recognised University.</p> <p>(b) 5 years of professional experience in personnel management and administrative matters.</p> <p>(c) Excellent inter-personnel and communication skills.</p>	<p>(a) Experience in a government organization.</p> <p>(b) Knowledge of Power Sector reform efforts in India.</p>	To look-after the personnel matters relating to the commission, like recruitment of staff, pay fixation, training, application of conduct rules to the employees of the commission and all related activities.
5. Commission Secretary	<p>(a) Degree from a recognised university</p> <p>(b) 20 years Engineering or administrative experience out of which 5 years at the management level.</p> <p>(c) Demonstrated ability to resolve complex tasks.</p> <p>(d) Significant professional experience in managing staff, budget and projects.</p> <p>(e) Excellent written</p>	<p>(a) Work experience in a government organisation</p> <p>(b) Knowledge or experience in a regulated industry or with a regulatory body in Power Sector.</p>	<p>1. The AP Electricity Reform Act stipulates inter-alia that the Commission shall appoint a person as Secretary of the Commission to discharge its day-to-day functions.</p> <p>2. The Secretary would maintain a record of all-important decisions taken by the Commission and also convene meetings from time to time as envisaged under the Act.</p> <p>3. He will also co-ordinate the work of various departments and will be responsible for furnishing of required information for proper conduct of the commission's meetings.</p> <p>4 He will also carry out all functions necessary for providing support to the Commission to discharge its functions.</p> <p>5. He will sign all orders, communications made and notices issued as approved by the</p>

	and verbal communication skills.		commission. 6. He will also act as Secretary of the Commission Advisory Committee and will be convenor for the Advisory Committee meetings. 7. He will also be the spokesman of the Commission while interacting with the media. 8. He will be responsible for follow up action in the redressal of the consumer grievances.
5.1.Dy. Director (Media & Commission Meetings).	<p>(a) Degree in a relevant discipline such as Mass communication, journalism or Business economics from a recognised university.</p> <p>(b) 5 years of journalism (press, T.V., or Radio) or public relations experience.</p> <p>(c) Excellent written and oral communication skills.</p> <p>(d) Background in financial or economic writing/analysis.</p> <p>(e) Computer skills, especially word-processing, database and presentation programme.</p>	<p>(a) Direct experience in two or more forms of media (Press, T.V., Radio, Multimedia)</p> <p>(b) Knowledge of electricity industry.</p> <p>(c) Experience in writing corporate annual reports.</p> <p>(d) Experience in preparing and delivering public presentations.</p>	<p>(i) Maintaining record of all important discussions taken by the Commission and assisting the Secretary in convening meetings from time to time as envisaged under the Act.</p> <p>(ii) He will assist the Secretary in coordinating the work of various departments and also furnishing of required information for proper conduct of commission's meetings.</p> <p>(iii) He will assist the Secretary for interacting with the media.</p> <p>(iv) He will carryout all incidental or ancillary works.</p>
5.2. Dy. Director Consumer Assistance.	<p>(a) Degree in Engineering or Law or post graduate degree in any other discipline.</p> <p>(b) 5 years Experience in power sector in areas directly connected to end-users.</p> <p>(c) Demonstrated ability in dealing with consumer problems.</p> <p>(d) Good verbal and communication skills.</p>		<p>(i) He will be responsible for follow up action in redressal of consumer grievances.</p> <p>(ii) He will assist the Secretary in convening of Commission Advisory Committee meetings.</p> <p>(iii) He will assist the commission in respect of all functions coming under Section - 33, 34 & 35 of AP Electricity Reform Act 1998.</p>

