



NHPC Office Complex, Sector-33, Faridabad - 121 003 (Haryana)

JOIN HANDS WITH NHPC IN NATION BUILDING

Advertisement No: NH/Rectt./01/2011

NHPC Limited, a 'Mini Ratna', Schedule -A' Public Sector Enterprise of Govt. of India, with an authorized capital of ₹ 15,000 crore and investment base of around ₹ 40,471 crore (as on 30th September 2010), is ranked as a premier organization in Hydropower Sector having excellence in Planning, Designing and Executing Hydro Projects. NHPC is having 14 Power Stations with capacity of 5295 MW and 10 Projects under construction with capacity of 4502 MW. NHPC has ambitious plans for massive capacity addition by 12th Five Year Plan. In order to achieve the targets, NHPC is looking for promising, energetic young graduate engineers & professionals with brilliant academic record to join the organization for the following positions:

Sl. No.	Post / Grade/ Pay Scale	Minimum Qualification & Experience	Age (as on 01.04.2011)/ Vacancies
1.	Trainee Engineer (Civil)/ (E2) / ₹ 20600-3%-46500 (IDA)	Full time regular BE / B.Tech. in Civil Engineering from recognized Indian University / Institute approved by AICTE with minimum 60% marks or equivalent grade. AMIE are also eligible.	30 Yrs. SC - 13 ST - 06 OBC - 24 UR - 47
2.	Trainee Engineer (Electrical) / (E2) / ₹ 20600-3%-46500 (IDA)	Full time regular BE / B.Tech. in Electrical, Electrical & Electronics Engineering from recognized Indian University / Institute approved by AICTE with minimum 60% marks or equivalent grade. AMIE are also eligible.	30 Yrs. SC - 13 ST - 06 OBC - 24 UR - 47
3.	Trainee Engineer (Mechanical) / (E2) / ₹ 20600-3%-46500 (IDA)	Full time regular BE / B.Tech. in Mechanical Engineering from recognized Indian University / Institute approved by AICTE with minimum 60% marks or equivalent grade. AMIE are also eligible.	30 Yrs. SC - 08 ST - 04 OBC - 16 UR - 32
4.	Medical Officer/ (E2A)/ ₹ 24900-3%-50500(IDA)	MBBS Degree with valid registration. Experience : Two years' post Internship experience (as on 01-04-2011) excluding period spent on courses/PG etc.	33 Yrs. SC - 01 OBC - 02 UR - 06
5.	Trainee Officer (HR) / (E2) / ₹ 20600-3%-46500 (IDA)	Two years full time regular Post Graduate Degree / Post Graduate Diploma in Personnel Management or MBA / MSW with specialization in Personnel Management & Industrial Relations from recognized Indian University / Institute approved by AICTE with minimum 60% marks or equivalent grade.	30 Yrs. SC - 01 ST - 01 OBC - 03 UR - 09
6.	Trainee Officer(Law) / (E2) / ₹ 20600-3%-46500 (IDA)	Full time regular Graduate Degree in Law (Professional) from recognized Indian University/Institute recognized by Bar Council of India with minimum 60% marks or equivalent grade.	30 Yrs. SC - 01 OBC - 02 UR - 07
7.	Trainee Officer (Company Secretary)/ (E2) / ₹ 20600-3%-46500 (IDA)	Graduate with Membership of the Institute of Company Secretaries of India with minimum 60% marks or equivalent grade. Desirable : CA/ICWA and Degree in Law shall be an added qualification.	30 Yrs. UR - 03
8.	Assistant Hindi Officer / (E1)/ ₹ 16400-3%-40500 (IDA)	Master's degree from a recognized Indian University in Hindi with English as an elective subject at the degree level or Master's degree from a recognized Indian University in English with Hindi as an elective subject at the degree level Experience : Three years' post qualification experience as on 01-04-2011 in the relevant field in any Central / State Government Department / PSU out of which at least two years' in the scale of pay of ₹ 14500-3%-36000 (IDA) or equivalent scale. The candidate should have experience of using / applying terminology (terminological work) in Hindi and/ or translation work from English to Hindi and vice-versa, preferably of technical or scientific literature in any Central / State Government / PSU or teaching, research, writing in any Central / State Government / PSU or Journalism in Hindi at reputed national level news publication house. Specialization / Research work in the relevant area would be an added advantage. Desirable: i) Knowledge of any local language/dialect will be an advantage to the candidate applying for the post. ii) Knowledge of Sanskrit and/or any Modern Indian Language. iii) Experience of organizing Hindi classes or workshops on noting & drafting. iv) Administrative experience.	35 Yrs. SC - 01 OBC - 02 UR - 07
9.	Hindi Translator/(W-6)/ ₹ 14500-3%-36000 (IDA)	Master's degree from a recognized Indian University in Hindi with English as an elective subject at the degree level or Master's degree from a recognized Indian University in English with Hindi as an elective subject at the degree level. Experience : One year post qualification experience as on 01.04.2011 in the field of using / applying terminology (terminological work) in Hindi and translation work from English to Hindi and vice-versa in Central/State Government/PSU. or One year post qualification experience in research or teaching in Hindi in Central/State Government educational institute. or Degree/Diploma in translation from English to Hindi and vice-versa from recognized Indian University.	30 Yrs. SC - 01 OBC - 02 UR - 07

The following positions are also available under **SPECIAL RECRUITMENT DRIVE TO FILL UP BACKLOG VACANCIES OF PwD/SC/ST/OBC(NON-CREAMY LAYER):-**

SECOND ATTEMPT

Sl. No.	Post / Grade/ Pay Scale	Minimum Qualification & Experience	Age (as on 01.04.2011) / Vacancies
10.	Trainee Officer (HR) / (E2) / ₹ 20600-3%-46500 (IDA)	Two years full time regular Post Graduate Degree / Post Graduate Diploma in Personnel Management or MBA / MSW with specialization in Personnel Management & Industrial Relations from recognized Indian University / Institute approved by AICTE with minimum 50% marks or equivalent grade.	30 Yrs. PwD - 01 (OL, BL, OA, B, PB)
11.	Stenographer Gr. III/ (W-4)/ ₹ 13500-3%-29500(IDA)	Graduate with 80/80 w.p.m. speed in English/Hindi Shorthand and 40/40 w.p.m. speed in English/Hindi typing. Experience : 2 years' post qualification experience (as on 01-04-2011) in relevant field. Computer literacy is essential.	29 Yrs. PwD - 01 (OL, BL, B, PB)
12.	Stenographer Gr. II/ (W-5)/ ₹ 14000-3%-34500 (IDA)	Graduate with 100/80 w.p.m. speed in English/Hindi Shorthand and 40/40 w.p.m. speed in English/Hindi typing. Experience : 5 years' post qualification experience (as on 01-04-2011) in Govt./PSU/ Public Ltd. Company, out of which 2 years service in the immediate lower scale of pay ₹ 13500-3%-29500(IDA) or equivalent scale in relevant field. Computer literacy is essential.	32 Yrs. PwD - 02 (OL, BL, B, PB)

THIRD ATTEMPT

Sl. No.	Post / Grade/ Pay Scale	Minimum Qualification & Experience	Age (as on 01.04.2011) / Vacancies
13.	Medical Officer/ (E2A)/ ₹ 24900-3%-50500(IDA)	MBBS Degree with valid registration. Experience : Two years' post Internship experience (as on 01-04-2011) excluding period spent on courses/PG etc.	33 Yrs. PwD - 01 (OL, BA)
14.	Trainee Officer (Finance)/ (E2) / ₹ 20600-3%-46500(IDA)	CA/ICWA qualified from Institute recognized by appropriate statutory authority in India.	30 Yrs. SC - 08 ST - 11 OBC - 02 PwD - 01 (D, PD, BL, OA, OL, BH)

Note : Pay scales & allowances in respect of Executives are provisional.

ABBREVIATIONS USED:

- B - Blind
- BA - Both arms affected (impaired reach/weakness of grip)
- BH - Stiff back and hips (can not sit or stoop)
- BL - Both legs affected but not arms
- BLA - Both Legs and arms affected
- D - Deaf
- OA - One arm affected (R or L) (impaired reach/weakness of grip)
- OH - Orthopedically Handicapped
- OL - One leg affected (R or L) (impaired reach/weakness of grip)
- PB - Partially Blind
- PD - Partially deaf

COMPENSATION PACKAGE : NHPC offers one of the best pay packages in the industry. Trainee Engineer(s)/ Officer(s), on successful completion of one year training period will be placed as Engineer/ Officer in the pay scale of ₹ 24900-3%-50500 (IDA) (E2A) with probation of one year. Medical Officer, Assistant Hindi Officer, Hindi Translator and Stenographers will be also on probation period of one year in their respective pay scale.

Besides basic pay, candidates will also be paid Industrial Dearness Allowance (IDA) and will also be entitled for other allowances & benefits as per company rules in force from time to time.

PLACEMENT : Candidates will be placed at Projects / Power Stations / Offices including Joint Ventures & Subsidiary Companies of NHPC in various parts of the country or abroad.

SELECTION PROCESS : Candidates, whose registration slips are received on or before the last date of receiving the registration slip through post, will have to appear for written/ skill test except the post of Medical Officer & Trainee Officer (Finance). List of eligible candidates called for interview will be made available at www.nhpcindia.com & will also be e-mailed to such candidates. The final selected candidates will be offered "Offer of Appointment".

TEST CENTRES : The written test will be held in 18 cities* as mentioned in the 'Online' application system. Candidates have to choose one city as Test Centre and no change in any circumstances will be considered subsequently. However, NHPC reserves the right to cancel or add any Centre depending on the response of the candidates for that area / centre. **Admission to the test will be on production of Admit Card which is to be downloaded only from our website by candidates and photograph should be duly attested.**

(*Name of cities- Bengaluru, Bhopal, Bhubaneswar, Chandigarh, Chennai, Dehradun, Delhi, Gangtok, Guwahati, Hyderabad, Itanagar, Jaipur, Jammu, Kolkata, Lucknow, Mumbai, Patna & Shimla).

ABOUT WRITTEN TEST : Candidates will have choice for appearing in the test in Hindi or English. The test duration will be of 3 hours and in three parts i.e. Part-I of 140 multiple-choice questions in the concerned discipline, Part-II of 30 multiple-choice questions on General Awareness and Part-III of 30 multiple-choice questions on Reasoning.

RESERVATIONS AND RELAXATIONS :

- 01 Reservation for SC / ST / OBC (non creamy layer) / Persons with Disability (PwD) (degree of disability 40% or above) will be as per the Govt. Norms & Directives.
- 02 No registration fee will be charged from SC / ST / PwD category candidates.
- 03 SC, ST and PwD (Persons with Disabilities) candidates with 50% marks in qualifying examination are eligible to apply.
- 04 The upper age limit is relaxable by 5 years for SC/ ST, 3 years for OBC (Non-creamy layer). It is relaxable by 10 years for PwD- General, 13 years for PwD -OBC and 15 years for PwD -SC/ST candidates.
- 05 The upper age limit is relaxed by 5 years for the candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during 01.01.1980 to 31.12.1989.
- 06 SC/ST candidates appearing for written test shall be reimbursed single to & fro 2nd class rail /ordinary bus fare by the shortest route limited to the nearest examination centre from the mailing address mentioned in their application form on production of proof.

SERVICE AGREEMENT BOND : The selected candidates for the post of Trainee Engineer/ Officer of General and OBC category will be required to execute a service agreement bond of ₹ 2.50 lacs and for SC/ST ₹ 1.25 lacs to successfully complete a minimum period of four years of service in the NHPC Limited, including the period spent on training.

HOW TO APPLY :

01. Eligible candidates have to apply through online registration system of NHPC only. To apply, visit: www.nhpcindia.com with valid e-mail ID.
02. Candidates belonging to General and OBC category are required to pay a non-refundable registration fee of ₹ 250/-. The SC/ST/PwD category candidates need not pay the registration fee.
03. State Bank of India has been authorized to collect the registration fee in a specially opened account No.31713133703 at CAG Branch, New Delhi, on behalf of NHPC. Candidate has to approach the nearby SBI branch with a printout of the "pay-in-slip" which is available on the application registration portal. The pay-in-slip printed from the portal should only be used for depositing the fee for proper crediting of amount in the allocated account. On receipt of the money, the bank will issue a Unique Journal Number and a Branch Code of the bank collecting the money. This Journal Number and the Branch code are to be filled up by the candidate during online registration. In case the candidate deposits the fee in a wrong account, NHPC will not be responsible. There will not be any other mode of payment of registration fee.
04. Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before paying the registration fee.
05. While applying Online, candidates should keep the scanned copy of their passport size colour photograph and signature in JPEG format of not more than 50 KB size each.
06. Candidates can visit the online registration site from **1200 hours of 09.05.2011 to midnight of 30.05.2011.**

Steps for applying :

- Step-1 : Log on to www.nhpcindia.com & click on recruitment.
- Step-2 : Read all instructions given on the website.
- Step-3 : Fill the Online application form with relevant details and submit.
- Step-4 : Take out the print of the registration slip generated by the system in duplicate with Unique Registration Number.
- Step-5 : The candidate should send duly signed printout of registration slip after affixing the passport size colour photograph, attaching photocopy of all academic testimonials alongwith Caste/ PwD/ Experience certificate (if applicable) and photocopy of the pay-in-slip in an envelope. Candidate can keep a copy of registration slip and pay-in-slip for his/her future reference.
- Step-6 : The envelope should be superscribed with Advertisement Number, Post applied for and Category (i.e. GEN / OBC / SC/ ST/ PwD), as the case may be, and should be sent by ordinary post (since post box does not accept mail through registered post/courier) to "Post Box No. 364 at Amar Nagar Post Office, Faridabad - 121003 (Haryana)" and should reach on or before 14.06.2011.

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GENERAL INFORMATION AND INSTRUCTIONS :

- 01 Only Indian Nationals are eligible to apply.
- 02 Before applying, the candidate should ensure that he / she fulfills the eligibility and other norms mentioned in the advertisement. If a candidate qualifies in written test and is called for interview based on the information given by the candidate and does not fulfill the same he/she will not be allowed to appear in the interview.
- 03 Candidate is required to obtain requisite marks / grade in minimum qualification prescribed for the post, taking average of all the semesters/years irrespective of the weightage given to any particular semester/ year by Institute/University.
- 04 All qualifications should be full time regular courses from a recognized Indian University / Institute approved by AICTE except AMIE. Candidates who expect their final results by **31.08.2011** may also apply provisionally, provided they have obtained requisite marks or equivalent grade, taking average of all the semesters/years irrespective of the weightage given to any particular semester/ year by Institute/University. The cut off date for acquiring prescribed qualification for the post of Trainee Engineer(s) / Officer(s) is 31.08.2011. No representation will be entertained in regard to relaxation in the date prescribed in any circumstances.
- 05 Internal candidates having requisite qualifications are eligible to apply.
- 06 Candidate has to apply Online only. No manual/paper application will be entertained.
- 07 Candidature of the registered candidate is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- 08 Candidature is also liable to be rejected if valid registration slip is not received or received un-signed or without pay-in-slip/ testimonials/ certificates or received after the closing date.
- 09 The admit card indicating roll number, name of the allocated test centre, date of Written Test and guidelines for the test will be made available on the NHPC website to the candidates found apparently eligible based on the online data and will also be informed to them through e-mail. The candidate has to download his/her Admit card, Test Guidelines etc. for appearing in the test from the website. **Admit cards will not be sent by post.**
- 10 Candidates are advised to keep their e-mail ID active at least for one year. No change in e-mail ID will be allowed once entered. All future correspondence shall be sent via e-mail only.
- 11 Candidates employed with Government Departments / PSUs/ Autonomous Bodies have to produce NOC at the time of Interview.
- 12 In case of any ambiguity / dispute, arising on account of interpretation in version other than English, English version will prevail.
- 13 NHPC reserves the right to cancel/modify/restrict/enlarge/alter recruitment process, without issuing any further notice or assigning any reason thereof.
- 14 NHPC reserves the right to increase / decrease the vacancy as per requirement.
- 15 Any canvassing, directly or indirectly, by the applicant will disqualify his/her candidature.
- 16 Legal jurisdiction will be Faridabad in case of any dispute.