



POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)
NORTHERN REGION TRANSMISSION SYSTEM – I, HEAD QUARTERS
Regional HQ : SCO Bay No. 5-10, Sector 16-A, Faridabad, Haryana-121002
Regd. Office : B-9, Qutab Institutional Area, Katwaria Sarai, New Delhi – 110016
Corp. Centre : ‘Saudamini’, Plot No.2, Sector-29, Gurgaon, Haryana – 122 001

Advt. No. : NR-I/01/2023/FTB

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ENGAGEMENT OF EXPERIENCED PERSONNEL ON CONTRACT BASIS

POWERGRID, a ‘Maharatna’ Public Sector Enterprise under the Ministry of Power, Govt. of India is engaged in power transmission business with the mandate for planning, co-ordination, supervision and control over complete Inter-State Transmission System and operation of National & Regional Power Grids.

POWERGRID invites applications from young, dynamic and experienced professionals for its ongoing & upcoming TBCB (Tariff Based Competitive Bidding) Project works under Northern Region-I. POWERGRID is also looking for professionals with experience in Company Secretariat for engagement on fixed term contract basis for Butwal-Gorakhpur Cross Border Power Transmission Limited (BGCPTL), Joint Venture of POWERGRID.

The engagement shall be purely on temporary & contract basis for a period of 24 months or till project completion, whichever is earlier. The contractual period may be further extended for one year and further one year each for two years, for a maximum period of 5 years cumulatively depending on the requirement as well as performance of the individual. The engagement will not entitle anyone to claim for any regular employment in POWERGRID or any relaxation in case of any requirement for regular posts in POWERGRID. **The actual engagement may vary depending on requirement and status of project.**

POST & CATEGORY-WISE BREAK UP OF VACANCIES FOR CURRENT PROJECTS

Post ID	Name of Post (On Contractual Basis)	Total no. of vacancies	UR	OBC (NCL)	SC	ST	EWS	PwBD* (Persons with Disability)	Ex-SM/DEx-SM*
								Post reserved for	
361	Field Engineer (Electrical)	31	14	07	06	01	03	01 (OH-OL)	04
362	Field Engineer (Civil)	12	06	03	02	-	01	01 (D/HH)	01
363	Field Supervisor (Electrical)	31	17	05	05	01	03	01 (OH-OL)	04
364	Field Supervisor (Civil)	12	06	03	02	-	01	01 (D/HH)	01

* Horizontal Reservation

POST & CATEGORY-WISE BREAK UP OF ADDITIONAL VACANCIES FOR FUTURE ANTICIPATED PROJECTS

Post ID	Name of Post (On Contractual Basis)	Total no. of vacancies	UR	OBC (NCL)	SC	ST	EWS	PwBD* (Persons with Disability)	Ex-SM/DEx-SM*
								Post reserved for	
361	Field Engineer (Electrical)	26	13	06	05	-	02	01 (D/ HH)	03
362	Field Engineer (Civil)	10	05	02	02	-	01	-	01
363	Field Supervisor (Electrical)	26	14	05	04	01	02	01(D/HH)	03
364	Field Supervisor (Civil)	10	05	02	02	-	01	-	01

*** Horizontal Reservation**

@Note: Engagement of Contract Personnel for additional vacancies shall be done based on actual project and work won/executed by POWERGRID.

POST & CATEGORY-WISE BREAK UP OF VACANCY FOR COMPANY SECRETARY

Post ID	Name of Post (On Contractual Basis)	Total no. of vacancies	UR	OBC (NCL)	SC	ST	EWS	PwBD (Persons with Disability)	Ex-SM
								Post reserved for	
365	Company Secretary	01	01	-	-	-	-	-	-

Name of Post	Identified sub-categories of PwBD
Field Engineer (Electrical)	a) HI: D/HH b) LD: OA, OL, BL, OA and OL, CP, LC, Dw, AAV, SD/SI without any associated neurological/limb dysfunction / SD/SI with associated limb dysfunction; c) ID: SLD, MI d) MD involving (a) to (c)above
Field Engineer (Civil)	a) HI: D/HH b) LD: OA, OL, CP, LC, Dw, AAV, SD/SI without any associated neurological/limb dysfunction / SD/SI with associated limb dysfunction; c) ID: SLD, MI d) MD involving (a) to (c)above
Field Supervisor (Electrical)	a) HI: D/HH b) LD: OL, LC, Dw, AAV, SD/SI without any associated neurological/limb dysfunction / SD/SI with associated limb dysfunction; c) ID: SLD, MI d) MD involving (a) to (c)above
Field Supervisor (Civil)	a) VI: LV b) HI: D, HH c) LD: OA, BA, OL, BL, LC, Dw, AAV, SD/SI without any associated neurological/limb dysfunction / SD/SI with associated limb dysfunction; d) ID: SLD, MI e) MD involving (a) to (d)above
Company Secretary	a) VI: B, LV b) HI: D, HH c) LD: OA, BA, OL, BL, OA & OL, CP, LC, Dw, AAV, MDy, SD/SI without any associated neurological/limb dysfunction / SD/SI with associated limb dysfunction d) ID: SLD, MI e) MD involving (a) to (d) above

Category abbreviations used:

PwBD : Persons with Benchmark Disabilities

D – Deaf ; HH – Hard of Hearing ;

OL – One Leg ; OA – One Arm ; BA – Both Arms ; BL – Both Legs ; CP – Cerebral Palsy ; LC – Leprosy Cured ; Dw – Dwarfism ;

AAV – Acid Attack Victims

SLD – Specific Learning Disability ; MI – Mental Illness

LV – Low Vision

MD – Multiple Disabilities

MDy- Muscular Dystrophy

SD-Spinal Deformity, SI-Spinal Injury

JOB SPECIFICATION**Name of Post: Field Engineer (Electrical) [Post ID: 361]**

Upper Age as on 18.12.2023	29 years
Essential Qualification	Full time B.E/B.Tech/ B.Sc (Engg.) in Electrical discipline or equivalent from recognized University / Institute with minimum 55% marks for General/OBC(NCL)/EWS and pass marks for SC/ST/PwBD/Ex-SM candidates.
Discipline	Electrical/ Electrical (Power)/ Electrical and Electronics/ Power Systems Engineering/ Power Engineering (Electrical)
Field Experience	Should have one year post qualification experience of Design/ engineering/ construction/ testing & commissioning/ Electrical works, etc. in rural electrification (RE)/ distribution management system (DMS)/ sub transmission (ST)/ transmission lines (TLs)/ sub-stations (S/S), etc.

Name of Post: Field Engineer (Civil) [Post ID: 362]

Upper Age as on 18.12.2023	29 years
Essential Qualification	Full time B.E/B.Tech/ B.Sc (Engg.) in Civil discipline or equivalent from recognized University / Institute with minimum 55% marks for General/OBC(NCL)/EWS/ST and pass marks for SC/PWD/Ex-SM candidates.
Field Experience	Should have one year post qualification experience of Design/ engineering/ construction/ testing & commissioning/ Civil works, etc. in rural electrification (RE)/ distribution management system (DMS)/ sub transmission (ST)/ transmission lines (TLs)/ sub-stations (S/S), etc.

Name of Post: Field Supervisor (Electrical) [Post ID: 363]

Upper Age as on 18.12.2023	29 years
Qualification	Full time Diploma in Electrical discipline or equivalent from recognized University / Institute from recognized technical Board/Institute with minimum 55% marks for General/OBC(NCL)/EWS and pass marks for SC/ST/PWD/Ex-SM candidates. Higher Technical Qualification like B.Tech/B.E/M.Tech/M.E etc. with or without Diploma is not allowed.
Discipline	Electrical/ Electrical (Power)/ Electrical and Electronics/ Power Systems Engineering/ Power Engineering (Electrical)
Field Experience	Should have one year post qualification experience of Construction/ testing & commissioning/ Electrical works, etc. in rural electrification (RE)/ distribution management system (DMS)/ sub transmission (ST)/ transmission lines (TLs)/ substations (S/S), etc.

Name of Post: Field Supervisor (Civil) [Post ID: 364]	
Upper Age as on 18.12.2023	29 years
Essential Qualification	Full time Diploma in Civil Engineering from recognized technical Board/Institute with minimum 55% marks for General/OBC(NCL)/EWS/ST and pass marks for SC/PWD/Ex-SM candidates. Higher Technical Qualification like B.Tech/B.E/M.Tech/M.E etc. with or without Diploma is not allowed.
Field Experience	Should have one year post qualification experience of Construction/ testing & commissioning/ Civil works, etc. in rural electrification (RE)/ distribution management system (DMS)/ sub transmission (ST)/ transmission lines (TLs)/ substations (S/S), etc. Experience in PSU/Listed company particularly in power sector shall be preferred.
Name of Post: Company Secretary [Post ID: 365]	
Upper Age as on 18.12.2023	29 years
Essential Qualification	Associate Member of the Institute of Company Secretaries of India (ICSI)
Essential Post Educational Qualification Experience	At least 01 year in company secretariat of any unlisted / listed company (internship / training / shall not be counted as experience).
Area of experience	Experience in secretarial matters like <ul style="list-style-type: none"> • Drafting of agenda, minutes, official letter etc., • Conducting Board / Committees' meetings, General Body Meetings and • Compliance with statutory requirements under Companies Act and other statutory compliance thereof.

COMPENSATION & BENEFITS

For Post ID 361, 362 & 365

Contract personnel will be paid monthly remuneration in the pay band of Rs 30000-3%-120000/- with initial basic pay of Rs 30000/- + Industrial DA + HRA + Perks. Perks @ maximum 35 % of basic pay (Shall be paid as Variable Pay, subject to performance criteria defined by Management).

On successful completion of every year of engagement, the contract personnel will be eligible for annual increment at the rate of 3% during subsequent year of engagement. The increment will be given from the first day of month subsequent to the month in which the personnel complete the year.

For Post ID 363 & 364

Contract personnel will be paid monthly remuneration in the pay band of Rs 23,000-3%-1,05,000/- with initial basic pay of Rs 23,000/- + Industrial DA + HRA + Perks. Perks @ maximum 35 % of basic pay (Shall be paid as Variable Pay, subject to performance criteria defined by Management).

On successful completion of every year of engagement, you will be eligible for annual increment at the rate of 3% during subsequent year of engagement. The increment will be given from the first day of month subsequent to the month in which the personnel complete the year.

OTHER BENEFITS:

1. HRA will be paid as per HRA rules of POWERGRID.
2. Contract personnel will be entitled for reimbursement of official mobile call charges /rentals as per extant policy.
3. Contract personnel will be covered under EPF & EPS MP Act 1952, Payment of Gratuity 1972 and corresponding rules in POWERGRID.
4. Contract personnel will be entitled to 12 days Casual Leave, 10 days Sick Leave and 30 days Earned leave in a year. In addition, EL encashment, Maternity Leave, Quarantine Leave, EOL, Special Casual Leave as per rules shall be admissible. No other leave/ encashment is admissible including SAL/OH/Special Disability Leave.
5. Contract personnel will be entitled for medical benefits for self during the first year of engagement and for self and family (Spouse & two dependent children) from second year onwards of engagement. The medical benefit is limited to maximum one month's pay for every year for OPD cases. Medical Insurance is provided in case of IPD treatments during tenure of engagement.
6. Contract personnel will be covered under Group Personal Accident Insurance scheme of POWERGRID.
7. Contract personnel will be eligible for PF deductions@ 12% of Basic Pay and DA per month.
8. Contract personnel will not be eligible for any allowance / benefits / PRP / incentives other than those mentioned above.

RELAXATIONS AND CONCESSIONS

1. Reservation/Relaxation/Concession for SC/ST/OBC(NCL)/EWS/PwBD/Ex-Servicemen/J&K Domicile/Victims of Riots candidates shall be given as per Government of India guidelines.
2. **Persons suffering from not less than 40% of the relevant disability** shall be eligible subject to submission of Disability Certificate issued by a Government Medical Board in the format prescribed by Govt. of India at the time Application as well as interview, if called for.

3. Relaxation in Upper Age Limit:

a)	For OBC(NCL)	3 years (for the posts reserved for respective category)
b)	For SC/ ST	5 years (for the posts reserved for respective category)
c)	For PwBD	10 years over & above category relaxation
d)	Ex-SM/DEx-SM	As per Govt. of India directives. Ex-Servicemen with a minimum of six month's continuous service are allowed relaxation to the extent of the period spent in service plus three years subject to the condition that the resultant age after deducting his period of service from his actual age does not exceed the prescribed age limit by more than three years.
e)	Victims of riots	As per Govt. of India directives

4. Reservation/ Relaxation / Concession will be subject to:

a)	For EWS	Submission of a copy of the latest EWS Certificate in the prescribed format issued by a Competent Authority at the time of application.
b)	For OBC(NCL)	Will be subject to submission of latest and valid OBC (NCL) certificate in the format prescribed by the Govt. of India for "Appointment to posts under Govt. of India" from a competent authority at the time of application.
c)	For SC/ ST	Submission of relevant Caste Certificate in the prescribed format issued by a Competent Authority.
d)	For PwBD	Submission of disability certificate in prescribed format issued by the Government Medical Board.
e)	Ex-SM	Submission of relevant Discharge certificate etc. in the prescribed format issued by a Competent Authority. Ex-Servicemen candidates whose experience of service in the Armed Forces has been equated by the Government of India with qualification prescribed in this advertisement, then the said experience shall be acceptable as an

		induction level qualification for the said post in this recruitment. The Ex-Servicemen candidate shall however have to produce certificate issued by respective Armed Forces stating that their experience/ training has been equated to or has equivalency of required level of qualification, failing which their candidature will not be considered.
f)	Victims of riots	Submission of relevant Age relaxation cum Domicile certificate in the prescribed format issued by a Competent Authority.

- Armed forces personnel applying for civil posts under Ex-Servicemen category has to submit Form of Undertaking as per G.I.Dept.of Per.& Trg., O.M.No.36034/2/91-Estt. (SCT), dated 3-4-1991.
- Armed forces personnel applying for civil posts under Ex-Servicemen category has to submit Proforma of Certificate for employed officials as per G.I.Dept.of Per.& Trg., O.M.No.36034/2/91-Estt. (SCT), dated 3-4-1991.
- In case Caste/Category certificate is issued in a language other than Hindi or English, candidates are advised to produce a certified translation of the same in either Hindi or English language at the time of Document Verification/Interview.

RELAXATIONS FOR CANDIDATES HAVING EXPERIENCE IN POWERGRID ON CONTRACT BASIS

- Candidates, who have worked in POWERGRID as Field Engineers / AE (FTB) or Field Supervisor / JE (FTB) for at least one year and are still working or have separated, can apply fresh for the post of Field Engineer or Field Supervisor in POWERGRID. They are allowed relaxation in upper age limit to **the extent of period of service in POWERGRID subject to maximum 5 years (over & above the category relaxation)**. Service certificate is essential requirement to be submitted by FTB/FE/FS who are separated from POWERGRID and applying for such post.
- A certificate from concerned HR indicating / stating the duration of engagement, the name of the project and that the personnel have completed 01 year as on last date of online submission of application, is to be submitted by the candidate who are presently engaged on contract basis in other consultancy projects, within POWERGRID.
- In case of Field Engineer/Field Supervisor currently working in POWERGRID, application should be forwarded through proper channel through concerned regional HR department. While forwarding the application, Region shall forward Vigilance clearance as well as performance feedback (for last minimum 3 months to total length of engagement) along with the application. Application not forwarded through proper channel shall not be entertained. Such Persons will have to write their POWERGRID Employee No. in Online application.
- The Contractual personnel engaged through third party shall not be entertained as POWERGRID Employee.

IMPORTANT INFORMATION

- The engagement of personnel is purely temporary in nature and on contact basis for a period of 24 months or completion of the project, whichever is earlier. The actual engagement may vary depending on requirement and status of project.
 - Candidates are required to register themselves with National Skills Registry (NSR) at <https://nationalskillsregistry.com/> and provide NSR registration number to POWERGRID. Further, they are required to get the following verified in their NSR profile at their own cost before joining or within 03 months of joining, failing which their engagement shall automatically be terminated without assigning any reason/notice whatsoever:
 - Personal details like Identity, Bio-metrics (fingerprints)
 - Essential Qualification i.e.- Post Graduation/Graduation/Diploma/Relevant Degree (as applicable)
 - Previous employment/experience information
- Upon joining, you shall be required to provide permission to POWERGRID to view your profile in NSR

3. Field Engineer/Field Supervisor shall submit the Police Verification Report / Employee Verification Report regarding Character & Antecedents from police station of their permanent home address. If due to any reason, they are not able to submit the aforesaid document at the time of joining, they shall be provisionally allowed to join on the basis of character certificate & Attestation form submitted subject to condition that he/she shall submit the verification report within 3 months, failing which his/her engagement as Field Engineer shall automatically be terminated without assignment of any reason/notice whatsoever.
4. The personnel engaged will **not** be entitled to claim for any regular employment in POWERGRID or any relaxations in case of any recruitment for regular posts in POWERGRID.
5. The contractual engagement will automatically be terminated on expiry of 24 months or on completion of the project, whichever is earlier.
6. **The engagement will be project/region specific.**
7. The Management reserves the right to cancel / restrict / enlarge / modify / alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereafter. The vacancies notified may vary and operation of panel will depend on requirement.
8. **All information regarding this recruitment process would be made available in the career section of POWERGRID website only.** Applicants are advised to check the web site periodically for important updates.

SELECTION PROCESS

For Field Engineer & Company Secretary

1. Selection will involve Interview only, of the eligible and shortlisted candidates. **However, the Management reserves the right to raise the minimum eligibility standards / criteria and / or to conduct a screening test, to restrict the number of candidates to be called for Personal Interview, if so required.**
2. Screening test, if conducted, shall be for elimination purpose only and will not have any weightage in final merit.
3. The scheme of the test would be as following:
 - a) The test would be of 1 hour duration
 - b) Sections and Number of questions:
 - i. **Technical Knowledge Test** – 50 questions in the relevant discipline.
 - ii. **Aptitude Test** – 25 questions based on Logical reasoning, data interpretation, comprehension, vocabulary, data sufficiency and numerical ability.
 - c) All questions would be MCQ type with 4 options and carry equal weightage (1 mark each) and there shall be no negative marking.
 - d) Qualifying marks would be minimum 40% for Unreserved including EWS and 30% for reserved vacancies.
4. Qualifying marks in screening test for UR category shall be 40 % and for reserved category 30 %.
5. Candidates who qualify in test will be shortlisted and called for interview based on their performance in screening test.
6. **The merit will be drawn purely on the basis of performance in the Interview.**
7. Shortlisted Candidates will have to qualify in the Interview to be adjudged suitable for empanelment for appointment. The qualifying marks in interview shall be as given below:

Unreserved (UR) posts including EWS	Reserved Posts
40 %	30 %

Candidates shall have the option for appearing the Personal Interview in Hindi or English.

For Field Supervisor

1. **Selections shall be made on the basis of scrutiny of applications w.r.t. eligibility criteria and desired experience profile and screening test of the candidates found eligible after scrutiny.**
2. **Candidates qualifying in the Screening test shall be empanelled in the order of merit of marks obtained in Screening test.**
3. The scheme of the test would be as follows:
 - a) The test would be of 1 hour duration
 - b) Sections and Number of questions:
 - i. **Technical Knowledge Test - 50 questions based on Diploma syllabus in the relevant discipline**
 - ii. **Aptitude Test - 25 questions based on Logical reasoning, data interpretation, comprehension, vocabulary, data sufficiency and numerical ability**
 - c) All questions would be MCQ type with 4 options and carry equal weightage (1 mark each) and there shall be no negative marking.
 - d) Qualifying marks would be minimum 40% for Unreserved and 30% for reserved vacancies.

1. Candidates shall have the option for appearing in the Screening Test in Hindi or English.
2. Centre for Screening test/Computer Based Test shall be intimated separately to the applicants after scrutiny of application. The right to allocate centre/venue shall be reserved by the Management.
3. The Final merit will be drawn purely on the basis of performance in the Interview for Field Engineer & Company Secretary/Screening Test for Field Supervisor.
4. The Offer for Contractual Engagement shall be issued to the suitable candidates on the basis of merit and based on requirement. However, the final engagement of selected candidates will be subject to their medical fitness as per the company's prescribed standards.
5. Engagement of selected candidates will be subject to their medical fitness as per the company's prescribed standards.
6. Applicants should have sound health. No relaxation in POWERGRID Medical Norms is allowed. (Refer to "Health" Link on career page of our website for standards of Medical Fitness.)
7. The decision of POWERGRID regarding scrutiny of application and short listing shall be final and binding.

APPLICATION FEES

Post ID	Posts	Non-Refundable Application Fee
361, 362 & 365	Field Engineer (Electrical/Civil)/ Company Secretary	Rs 400/-
363 & 364	Field Supervisor (Electrical/Civil)	Rs 300/-

SC/ST/PwD/Ex-SM are exempted from payment of Application Fee.

HOW TO APPLY

1. Interested eligible candidates should apply only through On-line Registration System of POWERGRID. To apply logon to <http://www.powergrid.in> → Careers section → Employment Opportunities → Recruitment → Regional Recruitment → Northern Region-1, Delhi Recruitment → Contractual Positions and then **"Engagement Of Experienced Personnel (Field Engineer/Field Supervisor/Company Secretary) On Contract Basis". No other means/ mode of application shall be accepted.** POWERGRID will not be responsible for bouncing back of any email sent to the candidate.

2. Before registering and submitting their applications on the website, the candidate should possess a Valid Self E-mail ID, Alternate E-mail ID and Mobile number.
3. Candidates are advised to upload the legible copies of the following documents while submitting online application in the space earmarked in the on-line application: -
 - a) Scanned copy of recent passport size color photograph max. (50kb) in **.JPG format**
 - b) Scanned copy of signature max (30kb) in **.JPG format**
 - c) Date of Birth Proof: Matric/ Birth Certificate (wherein DOB is mentioned) (max 1MB) in **.pdf format**
 - d) Qualification Certificate (Diploma/ Degree) along with Mark Sheets of all years/semesters (max. 10MB) along with Proof of norms adopted by the University/ Institute to convert CGPA/OGPA/DGPA into percentage (if applicable) (**all Qualification Certificate & Mark Sheets are required to be scanned in .pdf format**)
 - e) Experience Certificate (for Present as well as Previous employment indicating start date, end date, designation, pay scale/ emoluments & area of experience) issued by authorized/ appropriate signatory of the organization (1MB) in **.pdf format**.
 - f) Candidates working in Govt./ PSU are required to apply through proper channel and need to upload "No Objection Certificate" from the present employer in **.pdf format**.
 - g) Caste Certificate in the prescribed GOI format issued by Competent Authority (if applicable) (max. 1MB) in **.pdf format**
 - h) Disability Certificate in the prescribed GOI format issued by Competent Authority (if applicable) (max. 1MB) in **.pdf format**
 - i) Ex-Serviceman Discharge Certificate, **Undertaking and Proforma of Certificate for Employed Officials** in case of Ex-Servicemen in the prescribed format (if applicable) (max. 1MB) in **.pdf format**
 - j) Domicile cum Age relaxation certificates for Candidates from J&K State/ Riots Victim in the prescribed GOI format issued by Competent Authority (if applicable) (max. 1MB) in **.pdf format**
 - k) **EWS Certificate**, as prescribed by Government of India in **.pdf format**.
4. Applicants are advised to take a printout of the submitted online application and note down the user ID and password generated at the time of online registration. Shortlisted/screened candidates are required to produce the above uploaded documents in original for verification at the time of interview/joining.
5. Information regarding this recruitment process shall be made available in the career section of POWERGRID website. Applicants are advised to check the website periodically for updates.
6. **Payment of Application Fees:**

- After successful completion of registration candidates shall receive an email with details of their Login ID, Password and other information. Candidate is required to login to career page through candidate login link available on job opportunities section (**Go to Careers> Job Opportunities>Openings> Regional Openings > Concerned advertisement & candidate login link**).
- A button shall be available on the login page which will guide the candidate to payment gateway. Candidate will be automatically directed to payment gateway website and return back to POWERGRID website automatically on completion of transaction.
- Online payment can be made through Credit Card, Debit Card, Net Banking.
- If the transaction is successful, the online payment button will disappear and transaction confirmation will appear. If the transaction fails and the amount is deducted, the candidates will have to wait for 2 hours to check any update in status on his/ her candidate login home page. In case of no change, he/ she will have to send mail stating the issue and quoting his/ her POWERGRID Registration No. Payment once done cannot be refunded. Hence candidates are advised not to wait till last date for submission of application or payment of fees.

7. **CANDIDATES ARE NOT REQUIRED TO FORWARD THE HARD COPIES OF APPLICATIONS TO POWERGRID.**
8. **Also, candidates should keep the following documents ready with themselves for any future requirement. (Self-attested copies):**
 - a) Copy of online generated resume
 - b) Documents related to Essential Qualification (Passing Certificate & Mark sheets.)
 - c) Documents related to Other Qualifications (Passing Certificate and Mark sheets)
 - d) Proof of norms adopted by the University/ Institute to convert CGPA/OGPA/DGPA into percentage.
 - e) Documents related to Experience (**Present as well as Previous**)

- Experience / Service Certificate: Proof of experience indicating post held, period of service, pay scale/ emoluments & area of experience/ details of work assignment issued by the organization on its letter head.
 - Latest Salary Slip
 - All proof of experience shall be duly certified by the organization concerned and self-attested by candidate.
 - Certificate issued by concerned HR department in case of personnel currently engaged on contractual basis in POWERGRID in consultancy projects.
- f) Proof of Date of Birth(X class certificate/ Birth Certificate)
- g) Caste (SC/ST/OBC-NCL/EWS) Certificate for claiming Reservation/ Relaxation/concessions (as applicable)
- h) Discharge Certificate (If applicable)
- i) Disability Certificate (If applicable)
- j) Any other relevant document

Candidate will have to bring these documents along with original for verification at the time of document verification/interview/ medical/ joining, if called for.

- k) Candidates should submit only single application for a post and application once submitted cannot be altered. A valid e-mail ID is essential for submission of the online application. POWERGRID will not be responsible for bouncing of any e-mail sent to the candidates.
- l) Candidates are advised to make a note of their e-mail ID as entered in the application form and Registration Number generated at the top right hand corner of the 'Resume'. These would be required for accessing information through candidate login during the later stage of the recruitment process.
- m) Once applied, the applicants are advised to check the web site as well as their registered e-mail regularly for any updates.
9. The admit card indicating Roll Number, Name of the allocated Test Center and guidelines for the test will be made available on our website to the candidates found apparently eligible based on the online data only. The candidate has to download his/her Admit card, Test Guidelines etc. for appearing in the test from the website only. **Please note that the admit card will not be sent by post.**
10. All information regarding this recruitment will be made available on the website: <http://www.powergrid.in> and no separate communication shall be made. Candidates must constantly visit website <http://www.powergrid.in> for information regarding dates of screening test, downloading of admit card, result of screening test, medical standards etc.
11. E-mail ID and Mobile number to be entered in online application form is mandatory. In case a candidate does not have a valid personal e-mail ID, he/she should create his/her new email ID before applying online. Candidates are advised to keep the e-mail ID and Mobile number entered compulsorily in the online application form, active for at least one year. **No change in the email ID or mobile number will be allowed once entered.** All future correspondence shall be made via E-mail and/or SMS only.
12. Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.
13. It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, while applying for the post.
14. No manual / paper application will be entertained.

Eligibility for Engagement of Scribes:

The Persons with Benchmark Disabilities (PwBD) in the categories of Blindness (B), Locomotor Disability (Both Arm affected – BA) and Cerebral Palsy (CP) are allowed the facility of scribe, if desired by the person. In case of other category of Persons with Benchmark Disabilities (PwBD)/ Persons with Disabilities (PwD) as defined under section 2(r)/2(s) of the RPWD Act, 2016, the facility of scribe is allowed to such candidates on production of a certificate to the effect that the person concerned has physical limitation to write, and scribe is essential to write examination on behalf, from the Chief Medical Officer/ Civil Surgeon/ Medical Superintendent of a Government Health Care institution in the prescribed proforma.

2. Please note:

- (i) Candidates who are eligible and interested for engagement of Scribe for the test are required to fill up the details of the Scribe in the application form itself.
- (ii) Candidates engaging scribes are also required to download and fill up the **Scribe Declaration Form** (available in **Important Formats Section**) and bring the duly filled scribe declaration format at the examination venue.
- (iii) **Compensatory / Extra Time:** Candidates who are eligible for using a scribe shall be allowed for 20 minutes of Compensatory Time per hour of the examination.

GENERAL INFORMATION & INSTRUCTIONS

1. Only **Indian Nationals** who have attained the age of **18 years** or above are eligible to apply.
2. The candidature of the candidate at all stages of the selection process shall be provisional in nature.
3. Mere submission of application does not guarantee the adequacy of candidature for being considered for further selection process.
4. Before applying, the candidate should ensure that he/she fulfils the eligibility criteria and other norms mentioned in this advertisement. Candidates not meeting the specified criteria including experience profile, wherever required, shall not be considered for selection.
5. Applications in which the essential qualification/ experience cannot be fully ascertained will be liable for rejection. Accordingly, it is the responsibility of candidate to satisfy that he/ she meets the eligibility criteria (as mentioned in this advertisement) fully before applying, to properly fill the application and provide necessary documents asked for. The online application form will not be checking the eligibility.
6. All photocopies of documents (along with the application) submitted at the time of Document Verification, if called for, should be self-attested by the candidate. Candidates should retain sufficient number of same coloured size photograph as used in the online application for future use.
7. The candidate must possess qualifications recognized by the relevant statutory bodies like UGC/ AICTE etc. **Correspondence course** in Diploma shall not be considered as recognised qualification as per AICTE norms.
8. Higher technical qualification like **B.Tech/B.E. /M.Tech/M.E** etc with or without Diploma is not allowed for the post of Field Supervisors. **At the time of application and at the time of joining, the candidate shall submit an undertaking he/she is not possessing Higher technical qualification like B. Tech./ BE/ M.tech./ ME etc. and in case it is found subsequently that he/she has submitted any false declaration or suppressed any information, his/her application shall be liable for rejection and if appointed, services shall be liable for termination at any stage of service.**
9. Correspondence course in **BE/B.Tech/B.ScEngg/Diploma** shall not be considered as recognized qualification as per **AICTE norms**.
10. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree / diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by the University / Institute.
11. Percentage of marks obtained by the candidate in the bachelor's degree/diploma shall be calculated based on the practice followed by the university/institution from where the candidate has obtained the degree.
12. In case the candidates are awarded grades/CGPA instead of marks, the conversion of grades/CGPA to percentage of marks shall be based on the procedure certified by the university/ institution from where they have obtained the qualification.
13. In case the university/ institution does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.
14. All selected candidates for the post of FE, FS & Company Secretary shall be required to submit **Police Verification Report/Employee Verification Report** regarding Character & Antecedents from police station of their concerned permanent home address, at the time of joining POWERGRID, If due to any reason, the candidate is unable to submit the aforesaid documents at the timing joining, then he/she shall be provisionally allowed to join on the basis of character certificate and attestation form submitted subject to the condition that he/she shall submit the said documents within 3 months of their joining. In this regard an undertaking shall be required to be given by such candidates. In case the candidates fail to submit the above document within 3 months of joining, his/her engagement shall automatically be terminated without assigning any reason / notice whatsoever.
15. Selected personnel shall generally be deployed in cities/towns/villages of Northern Region-I. However, Management reserves the right to post selected personnel at any of its project/office as per requirement.
16. The personnel engaged will not be entitled to claim for any regular employment in POWERGRID or any relaxations in case of any recruitment for regular posts in POWERGRID.
17. The contractual engagement will automatically be terminated on expiry of 24 months or on completion of extended period or completion of project, whichever is earlier. The engagement will be project / state /region specific.
18. The no. of posts notified may vary and operation of panel will depend on requirement.
19. Application Fee is non-refundable even if the candidature is rejected for any reason.

20. Applications in which the essential qualification/ experience cannot be fully ascertained will be liable for rejection. Hence candidates are advised to properly fill the application and provide necessary documents asked for.
21. Applications should be submitted through online mode only. Applications not in conformity with the requirements mentioned above/not in given proforma /without relevant supporting documents/incomplete / without application fees (if applicable) will be rejected and no correspondence shall be entertained in this regard.
22. **Training / Teaching period will not be counted as experience.**
23. Candidates claiming reservation under OBC (NCL) should belong to OBC - Non creamy layer as on last date of online submission of application to POWERGRID.
24. All computations of Age, Qualification, Post Qualification Experience etc., shall be as on closing date of online application i.e. **18.12.2023**. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
25. If any certificate etc. is issued in a language other than Hindi/English, candidates are advised to submit a certified translation of the same in either Hindi or English language at the time of Interview, if called for.
26. In case of more than one online registration by same candidate, the application (or registration ID) against which fee is deposited shall only be considered for further scrutiny. In case more than one online application with fees is deposited then the last registered application shall only be considered for further scrutiny. Similarly, where application fees are not applicable (SC/ST/EX-SM/PwD), the last registered application shall only be considered for further scrutiny.
27. Candidates working in Govt. / PSU are required to produce "No Objection Certificate" at the time of Interview.
28. Candidates called for interview (for FE/Company Secretary post) shall be reimbursed second class rail/bus fare by shortest route for to & fro journey provided they meet the laid down criteria.
29. In case of Screening Test, details of test centre, venue shall be intimated to candidates. Only SC/ST/PwBD Candidates shall be reimbursed sleeper class rail/bus fare by shortest route for appearing for Screening test, provided they meet the laid down criteria.
30. For the Un Reserved (UR) vacancy, SC/ST/EWS/OBC (NCL) candidates can apply subject to meeting with all general standards of eligibility.
31. Management reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
32. Correspondence course in BE/B.Tech/B.Sc Engg/Diploma shall not be considered as recognised qualification as per AICTE norms.
33. All eligibility qualifications should be recognized and from a recognized Institution/Board/Council/ University. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree/diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University/ Institute. Proof of norms adopted by the University/Institute to convert CGPA/OGPA/DGPA into percentage is to be submitted at the time of verification, if called for. In case the University/Institution does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.
34. The vacancies notified may vary and operation of panel will depend on requirement.
35. Candidature is liable to be rejected at any stage of recruitment/selection process without notice or if joined services are liable to be terminated, if any information provided by the candidate is not found in conformity with the eligibility criteria notified or if POWERGRID comes across any evidence/knowledge that the qualification/experience and any other particulars indicated in the application/personal resumes/other forms/formats are not recognized/false/misleading and/or amounts to suppression of information/ particulars which should have been brought to the notice of POWERGRID or that the candidate has been shortlisted for next stage in the process/ has secured employment in POWERGRID through or adopting any unfair means.
36. Management reserves the right to raise or lower the qualifying standards in any stage of the selection process depending on availability of sufficient number of candidates.
37. By submitting application, candidate gives consent that Candidate data may be shared with third party for the conduct of CBT and evaluation purpose with adequate security.
38. Candidates claiming reservation under OBC (NCL) should belong to OBC- Non creamy layer as on closing date of submission of online application i.e **18.12.2023**.
39. Legal jurisdiction will be NCT of Delhi in case of any cause / dispute.

40. No correspondence regarding this recruitment made in Complaint Management System of POWERGRID will be entertained.
41. Complaints attributable to the incompatibility of the Client Systems, ignorance of users, non-availability of internet connectivity or any other aspects beyond the direct control of POWERGRID employees or systems will not be entertained.
42. Online application forms that are incomplete and without prescribed fee will be rejected straight away and no correspondence in this regard will be entertained.
43. There is no provision of re-checking / re-evaluation of Answer Sheets.
44. Mobile phones / pagers / iPad / iPod / Tablets / Phablets or any other such electronic device is strictly prohibited inside the examination hall. Candidates are advised to not carry the same to the examination hall. Possession of any electronic device inside the examination hall may lead to disqualification of candidature of the candidate.
45. Candidates are required to fill in their bank details such as bank A/C No, Bank's name Branch Name, IFSC code etc. in the online application form in order to enable us to process TA payment online, if applicable.
46. The contractual engagement will be regulated by Company's rules and administrative orders that may be enforced from time to time during the period of engagement.
47. For any queries regarding this recruitment please send email to nr1recruitment@powergrid.in. Candidates are required to add this email-id to their address book in order to avoid any email communication gap. Please write "TBCB Project works Recruitment - <Post applied for><subject matter>" in the subject line of e-mail.

IMPORTANT DATES

Sl. No.	Description	Date
1.	Opening date of online submission of applications and online payment of application fees	12.12.2023 (17.00 hrs)
2.	Closing date of online submission of applications and online payment of application fees	18.12.2023 (23:59 Hrs)
3.	Cut-Off date for the purpose of Upper Age Limit & Post-Qualification Work Experience	18.12.2023
4.	Date of Interview/ Screening Test	Will be notified separately on the website

NOTE:

1. All the important updates regarding this recruitment shall be hosted in the POWERGRID website in the Careers section and accordingly all the applicants are advised to visit the site regularly.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. POWERGRID will not be responsible for network problems or any other problem in submission of online Application.