

# NTPC Limited

## Powering Million Smiles

NTPC Limited, India's largest power company with an installed capacity of 31,134 MW is presently operating 15 coal based, 7 gas based power stations and 4 joint ventures. NTPC contributed around 1/3rd of the country's entire power generation during the year 2008-09 and plans to become a 75,000 MW power company by 2017. NTPC has moved ahead by diversifying its portfolio to emerge as an integrated power major with presence across the entire energy value chain. NTPC has been allocated 6 coal mine blocks which are expected to produce 48 million tons per annum.

NTPC has been ranked No. 1 in 'Best Workplaces for Large Organizations' and eighth overall in 2008 by Great Places to Work in collaboration with the Economic Times.

With its excellent practice in Human Capital Management, NTPC is the most admired organization in public sector. Powered by dynamic and dedicated workforce, NTPC has ambitious growth plans and to make it happen, NTPC is looking for promising, energetic young Graduate Engineers & Finance and HR professionals with brilliant academic record to join the organization as:

## EXECUTIVE TRAINEES

• Mechanical (162) • Electrical (110) • Control & Instrumentation (58) • Civil (48) • Finance (40) • Human Resource (20)

### COMPENSATION PACKAGE:

NTPC Ltd. offers one of the best pay packages in the industry. Selected candidates will be placed in the pay scale of Rs. 24900-50500 at the basic pay of Rs. 24900/- during one-year training. These candidates will be absorbed after successful completion of training as Engineer / Officer at a basic pay of Rs. 25650/-.

Besides basic pay candidates will also be paid Dearness Allowance. They will also be entitled for other perquisites & allowances and benefits such as leave, medical treatment, Provident Fund, Gratuity, etc. as per company rules in force from time to time during training / after absorption.

### PLACEMENT:

The selected candidates shall undergo one year training at various places. The final place of posting will be allocated after successful completion of training. Candidates can be placed, across the country, in any of the functions at projects/stations or offices including joint ventures & subsidiary companies of NTPC.

### AGE LIMIT:

EETs: Upper Age limit is 27 years as on 01.01.2010 i.e. candidates born before 01.01.83 need not apply. Upper age is relaxed by two years for the candidates who have acquired Post graduation degree.

ET-HR / ET-Finance: Upper Age limit is 29 years as on 01.01.2010 i.e. candidates born before 01.01.81 need not apply.

### QUALIFICATION:

#### a) Engineering Executive Trainees (EETs):

Full time Bachelor's Degree in Engineering or Technology from a recognized Indian University/AMIE with not less than 65% marks, taking average of all the Semesters/Years, irrespective of the weightage given to any particular semester/year by the Institute/University. Final year/semester students who expect their result by 01.08.2010 may also apply provided they have obtained at least 65% marks taking average upto pre-final examination. A candidate with the prescribed degree identified for the discipline as given below can only apply for the post of EETs in the respective disciplines:

Discipline	Prescribed full time degrees in Engineering
Electrical	Electrical / Electrical & Electronics / Electrical, Instrumentation & Control / Power Systems & High Voltage / Power Electronics / Power Engineering
Mechanical	Mechanical / Production / Industrial Engg/ Production & Industrial Engg/ Thermal / Mechanical & Automation/ Power Engineering
Civil	Civil Engineering
Control & Instrumentation	Electronics / Electronics & Telecommunication / Electronics & Power/ Power Electronics/ Electronics & Communication/ Electrical & Electronics / Electronics & Instrumentation / Instrumentation & Control

#### b) Executive Trainees - Human Resource (ET-HR):

Graduates with at least two years full time Post Graduate Degree/ Post Graduate Diploma / Post Graduate Program in Management with specialization in Human Resource / Industrial Relations / Personnel Management or Masters in Social Work or MHRD or MBA with specialization in HR from recognized Indian University/ Institutes recognized by appropriate statutory authority with not less than 65% marks taking average of all the Semesters/Years, irrespective of the weightage given to any particular semester/year by the Institute/ University. Final year / semester students who expect their result by 01.08.2010 may also apply provided they have obtained at least 65% marks taking average upto pre-final examination.

#### c) Executive Trainees - Finance (ET-Fin):

CA / ICWA qualified, from institute recognized by appropriate statutory authority in India, are eligible to apply. Final year / semester students who expect their result by 01.08.2010 may also apply.

### YEAR OF PASSING PRESCRIBED QUALIFICATION:

Candidates who have completed/will be completing the minimum academic qualification required for the post of ET in last three years including the year in which the ET entrance test is being held would only be eligible to apply for the ET test i.e. for ET 2010 batch only those candidates who have passed out in 2008, 2009 and are appearing in 2010 will be eligible to apply. However, in case of reserved categories (OBC, SC, ST and physically challenged), year of passing criterion is relaxed by one year i.e. a reserved candidate who passed out in last four years including the year in which the ET entrance test is being held would be eligible to apply.

### SELECTION PROCESS:

Eligible candidates will have to undergo a Selection Test. Result of successful candidates for interview will be made available at [www.ntpcareers.net](http://www.ntpcareers.net) and will be emailed to such candidates. All short listed candidates will have to appear for Group Discussion and Personal Interview before the Company's Central Selection Board. Result of candidates will be made available online.

### TEST CENTERS:

The selection test will be held in 27 cities as mentioned in the online Application system. Candidates have to choose any two cities as preference-1 and preference-2, as Test Center and no change under any circumstances will be considered subsequently. However, NTPC reserves the right to cancel or add any center depending on the response of the candidates for that area / center.

### ABOUT TEST:

The All India Test is scheduled on **02.05.2010 (Sunday)**. The test can be taken in Hindi or English. Candidates will have to give their choice for appearing in Hindi or English at the time of applying for the post, which cannot be changed subsequently. The test will be in two parts. Part-I will consist of 55 multiple-choice questions of the relevant 6 disciplines as advertised. Part-II will consist of 35 multiple-choice questions on Executive Aptitude Test. 1/4th mark will be deducted for each wrong / multiple answered questions. The test will be of two hour duration.

### PROJECTED VACANCIES:

Category wise projected vacancies in each discipline are given below:

Disciplines	UR	OBC	SC	ST	Total	incl. Backlog of
Electrical	52	50	8	0	110	58 (50-OBC, 8-SC)
Mechanical	36	108	11	7	162	89 (88-OBC, 1-ST)
Civil	14	26	3	5	48	22 (19-OBC, 3-ST)
Control & Instrumentation	18	40	0	0	58	40-OBC
Human Resources	13	5	1	1	20	4-OBC
Finance	17	8	7	8	40	8 (2-SC, 6-ST)
	150	237	30	21	438	

The total number of projected vacancies indicated above may increase / decrease at the discretion of NTPC management. Further, 14 vacancies out of all categories & disciplines, are reserved for PWD candidates. The type of disabilities required for various disciplines are as follows:

Disciplines	Type of Disability	Legend
Electrical	OL, HH,	OL: One Leg OA: One Arm
Mechanical	OA, OL, PD	OAL: One Arm & One Leg BA: Both Arms
Civil	OL, OA, HH	BL: Both Legs HH: Hearing
Control & Instrumentation	OL, HH	
Human Resource	OAL, OL, BL, OA, B, LV, HH	Handicapped LV: Low Vision B: Blind
Finance	OA, OL, BL, HH, BH*, LV*	PD: Partially Deaf BH: Both Hand

\* The disabilities apply only to those candidates who have enrolled for a relevant course prior to 18.01.2007.

### RESERVATIONS AND RELAXATIONS:

- Reservations and relaxations for SC / ST / OBC (non-creamy layer) / Person With Disabilities (degree of disability 40% or above) candidates will be provided as per Government guidelines.
- Category (SC / ST / OBC/ PWD) once filled in the online application form will not be changed and no benefit of other category will be admissible later on. The reserved category candidates are required to submit requisite certificate in the prescribed format of Government of India, issued by the competent authority, along with the registration slip and also at time of interview, if called for.
- No registration fee will be charged from SC/ST & PWD category candidates.
- All SC, ST and PWD candidates with at least 55% marks in qualifying examination are eligible to apply for the post.
- The upper age limit is relaxed by 5 years for SC/ST, 3 years for OBC (Non-Creamy Layer) candidates. It is relaxed by 10 years for PWD-General, 13 years for PWD-OBC and 15 years for PWD-SC/ST candidates.
- The OBC candidates who belong to "Creamy Layer" are not entitled for OBC concession and such candidates have to indicate their category as General. The OBC (Non-Creamy Layer) candidates are required to submit requisite certificate in prescribed format of Government of India, from a competent authority issued in the current year at the time of interview, if called for.
- Upper age is relaxed by 5 years for the candidates who had ordinarily been domiciled in the state of Jammu & Kashmir from 01.01.80 to 31.12.89.

### SERVICE AGREEMENT BOND:

The selected candidates who belong to General and OBC category will be required to execute a service agreement bond of Rs. 2,50,000/- to successfully complete the prescribed training and thereafter serve the company for at least 3 years. This amount is Rs. 1,25,000/- for SC/ST and PWD Category candidates.

### HEALTH:

The candidate should have sound health. Before joining, candidates will have to undergo medical examination by the NTPC Medical Board and the

decision of the board will be final and binding. No relaxation in health standards is allowed.

### HOW TO APPLY:

- Eligible candidates have to apply through online registration system of NTPC only. To apply visit: [www.ntpcareers.net](http://www.ntpcareers.net) with your valid E-mail ID. The site is functional from 1300 hours of 02.03.2010 to midnight of 22.03.2010.
- Candidates belonging to General/OBC category are required to pay a non-refundable registration fee of Rs. 500/- The SC / ST / PWD category candidates need not pay the registration fee.
- State Bank of India has been authorized to collect the registration fee, in a specially opened account No. 30987919993 at CAG branch, New Delhi, on behalf of NTPC. 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, NTPC will not be responsible. There will not be any other mode of money collection.
- After applying online, candidate is required to download the registration slip generated by the system with unique registration number.
- The candidate should send duly signed printout of registration slip after affixing the colour photograph, attaching Caste / PH certificate (if applicable) and photocopy of the pay-in-slip in an envelop. Candidate can keep a copy of registration slip and pay-in-slip for his future reference.
- The candidate should write "ET-2010" & registration number on the top of the envelope and should send the envelop by ordinary post to: "HR Recruitment Group, NTPC Ltd., Post Box No.004, Head Post Office, Lodhi Road, New Delhi, Pin - 110003"
- Please note that the registration slip should reach NTPC on or before 31.03.2010.

### GENERAL INFORMATION AND INSTRUCTIONS:

- Only Indian Nationals are eligible to apply.
- Before applying, the candidate should ensure that he / she fulfills the eligibility criteria and other norms mentioned in the advertisement as well as on the web site [www.ntpcareers.net](http://www.ntpcareers.net).
- All qualifications should be from an Indian University / Institute recognized by AICTE / appropriate statutory authority.
- No manual / paper application will be entertained.
- TA/DA will not be paid to any candidate appearing for the examination.
- 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 false or is not found in conformity with eligibility criteria mentioned in the advertisement.
- Candidature of the registered candidate is also liable to be rejected if registration slip along with necessary documents is not received or received un-signed or without pay in slip or received after the closing date or registered online more than once.
- Candidates appearing in the final year/semester examination should bring their identity card of the Institution / College.
- For queries candidates may visit the site and consult the Frequently Asked Questions (FAQ) section.
- The admit card indicating roll number, name of the allocated test center and guidelines for the test will be made available on the same site to the candidates found apparently eligible based on the online data. The candidate has to download his Admit card, Test Guidelines etc for appearing in the test from the site. Admit cards will not be sent by post.
- The E-mail ID entered in the online application form should remain active for at least one year. No change in the E-mail ID will be allowed once entered. All future correspondence would be sent via E-mail only.
- In case any ambiguity / dispute arises on account of interpretation in versions other than English, English version will prevail.
- NTPC reserves the right to cancel / restrict / enlarge/ modify / alter the recruitment process, if need so arises, without issuing any further notice or assigning any reason thereafter.
- Legal jurisdiction will be NCT of Delhi in case of any cause / dispute.

### IMPORTANT DATES:

a. Commencement of online Registration of application by candidates	02.03.2010 (Tuesday) 1300 Hours
b. Last date for online registration of application by candidates	22.03.2010 (Monday) Midnight
c. Last date of accepting registration forms with required documents by post from candidates	31.03.2010 (Wednesday) 1700 Hours
e. Downloading of Admit card with Roll Number, test center name and Guidelines from the net.	20.04.2010, 1000 Hours To 02.05.2010, 0900 Hours
f. All India Written Test	02.05.2010 (Sunday)

**NTPC Limited**  
(A Government of India Enterprise)

Regd. Office: NTPC Bhawan, SCOPE Complex, 7 Institutional Area, Lodi Road, New Delhi-110003. Website : [www.ntpc.co.in](http://www.ntpc.co.in), [www.ntpcareers.net](http://www.ntpcareers.net)

JOINT VENTURES					
APCL	NTPC TAMILNADU ENERGY COMPANY LTD.	NABINAGAR POWER GENERATING COMPANY PVT. LTD.	MEJA URJA NIGAM PVT. LTD.	NSPCL	RATNAGIRI GAS AND POWER PVT. LTD.
ARAVILI POWER COMPANY PRIVATE LIMITED	NTPC TAMILNADU ENERGY COMPANY LTD.	NTPC SAIL POWER COMPANY PRIVATE LTD.	NTPC ALSTOM POWER SERVICES PRIVATE LTD.	REL NTPC	NTPC HYDRO LTD.
NATIONAL HIGH POWER TEST LABORATORY PVT. LTD.	NTPC BHEL POWER PROJECTS PVT. LTD.	BF-NTPC ENERGY SYSTEMS LTD.	TRANSFORMERS AND ELECTRICALS KERALA LTD.	NATIONAL POWER EXCHANGE LTD.	UTILITY POWERTECH LTD.
NATIONAL POWER EXCHANGE LTD.	NTPC BHEL POWER PROJECTS PVT. LTD.	BF-NTPC ENERGY SYSTEMS LTD.	TRANSFORMERS AND ELECTRICALS KERALA LTD.	ENERGY EFFICIENCY SERVICES LIMITED	POWER SERVICES PRIVATE LTD.

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