

POWER GRID CORPORATION OF INDIA LIMITED
(A Government of India Enterprise)
SOUTHERN REGION TRANSMISSION SYSTEM - I



Advt No. SR-I/01/2016

Date: 01.02.2016

Recruitment for the post of Diploma Trainee (Electrical), Diploma Trainee (Civil) and Junior Officer Trainee (HR)

POWERGRID, the **Central Transmission Utility (CTU)** of India and a “**Navratna**” 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 owns and operates around 1,26,965 Circuit Kms of transmission lines along with 205 Sub-stations (as on 31st December, 2015) and wheels about 55% of total power generated in the country through its transmission networks. POWERGRID also operates around 33,240 Kms of telecom network.

POWERGRID with its strong in-house expertise in various facets of Transmission, Sub-Transmission, Distribution and Telecom sectors also offers consultancy services at National and Inter-national level. POWERGRID has been making profit since inception, having gross turnover of Rs. 17,177 Crores and net profit of Rs. 4979.17 Crores (FY 2014-15).

Southern Region Transmission System-I covering the states of Telangana, Andhra Pradesh and Northern part of Karnataka for its offices & establishments requires bright, committed & energetic persons to join its fold as **Diploma Trainee(Electrical), Diploma Trainee(Civil) & Jr. Officer Trainee (HR)**.

Discipline and Category-wise break up of vacancies

| SL | Name of Post | Vacancy | Reservation | | | | | | Ex-SM* |
|----|------------------------------|---------|-------------|-----------|----|----|--------------------|--------------------------------|-----------------------|
| | | | UR | OBC (NCL) | SC | ST | PwD* | | |
| | | | | | | | Posts Reserved for | Posts identified suitable for | |
| 1 | Diploma Trainee (Electrical) | 20 | 10 | 5 | 3 | 2 | 1 (HH-PD) | OH-OL, HH-PD | As per GOI directives |
| 2 | Diploma Trainee (Civil) | 5 | 3 | 1 | 1 | - | - | OH-OA/OL/BL, HH-PD | As per GOI directives |
| 3 | Jr. Officer Trainee (HR) | 4 | 2 | 1 | 1 | - | 1 | OH-OA/OL/OAL/BL, VH-B/LV,HH-PD | As per GOI directives |

* - Horizontal Reservation

(OH- Orthopaedically Handicapped, OA – One Arm, OL – One Leg, OAL-One Arm One Leg, BL-Both Leg
VH-Visually Handicapped, B- Blind, LV-Low Vision, HH-Hearing Handicapped, PD-Partially Deaf)

Job Specification

| Post ID | Name of Post | Qualification | Maximum Age (As on 22.02.2016) |
|---------|---------------------------------|---|---|
| 1. | Diploma Trainee (Electrical) | Diploma in Electrical Engineering from recognized Technical Board/Institute with minimum 70% marks for General/OBC(NCL) candidates and pass marks for SC/ST/PwD(HH-PD) candidates. | 27 years for General 30 years for OBC(NCL) 32 years for SC/ST |
| 2. | Diploma Trainee (Civil) | Diploma in Civil Engineering from recognized Technical Board/ Institute with minimum 70% marks for General/OBC(NCL)/ST candidates and pass marks for SC candidates. | 27 years for General/ST 30 years for OBC(NCL) 32 years for SC |
| 3. | Jr. Officer Trainee (HR) | Two years (Full-time course) Post Graduate Diploma in Personnel Management/ /MSW(with Personnel Management as main Subject) or equivalent from recognized institute with minimum 55% marks in aggregate of all semesters / years for General/OBC(NCL)/ST Category candidates and pass marks for SC / PwD (OH-OA/OL/OAL/BL, VH-B/LV,HH-PD) candidates. | 27 years for General/ST 30 years for OBC(NCL) 32 years for SC |

Compensation Package during training period and on Regularization

| Post ID | Post | Stipend during the training period | Designation & Level on successful completion of training period | Basic Pay on Regularization |
|---------|-----------------------------|------------------------------------|---|---|
| 1 | Diploma Trainee(Electrical) | Rs.16,500/- PM | Junior Engineer Gr.IV at S1 level in Supervisory Category | Rs.16000/- in the pay scale of Rs.16000 – 35500 (IDA) |
| 2 | Diploma Trainee (Civil) | Rs.16,500/- PM | Junior Engineer Gr.IV at S1 level in Supervisory Category | Rs.16000/- in the pay scale of Rs.16000 – 35500 (IDA) |
| 3 | Jr.Officer Trainee(HR) | Rs.16,500/- PM | Junior Officer (HR) Gr.IV at S1 level in Supervisory Category | Rs.16000/- in the pay scale of Rs.16000 – 35500 (IDA) |

Besides above, the compensation package also includes IDA, HRA and other allowances, benefits such as monthly conveyance reimbursement, medical facilities, various insurance covers, Performance Related Pay, Leave encashment, CPF, Gratuity and various low interest short/long term advances as per rules in force from time to time.

Job Description

| Post ID | Post | Details |
|---------|------------------------------|---|
| 1 | Diploma Trainee (Electrical) | The candidate shall have to work in supervisory capacity for foundation & erection of equipments in EHV Sub-Stations, Testing and Commissioning of equipments, Operation & Maintenance of Sub-Stations including overhead equipments, protection system, foundation and erection of towers, stringing of EHV transmission lines, earthing and insulation of lines, preventive/breakdown maintenance of Transmission Lines. |
| 2 | Diploma Trainee (Civil) | The candidate shall have to work in supervisory capacity for civil works related to foundation and erection of equipments in EHV Sub-stations, operation & maintenance of EHV sub-station including roads, water supply, sanitation and horticulture development works, Transmission line survey works, foundation and erection of towers, construction and maintenance of Telecommunication network. |
| 3 | Junior Officer Trainee (HR) | The candidate shall have to work in supervisory capacity, in various areas of HR, such as recruitment and selection of employees, training and development, time office, Human Resource Information System, processing of advances, employee benefits, compliance of statutory requirements under various Acts, Industrial Relations, welfare facilities, general administration, post retirement benefits, etc. The candidate should be well versed with basic HR systems & should have working knowledge of various applications of Microsoft Office and Excel. |

Relaxation & Concessions

1. Reservation , relaxation and concession to SC/ST/OBC(NCL)/PwD/ESM as per Govt. of India Directives.
2. Persons suffering from not less than 40% of the relevant disability shall only be eligible for the benefit of concession.
3. **Relaxation in percentage of marks in required qualification:** Requirement of 70% marks in Diploma (Electrical) is **relaxed to pass marks in case of SC/ST/PwD(HH-PD) candidates** and **SC candidates in Diploma Trainee (Civil)**. Requirement of 55% marks in Jr.Officer Trainee(HR) is **relaxed to pass marks in case of SC / PwD(OH-OA/OL/OAL/BL, VH-B/LV,HH-PD) candidates subject to reservation of posts** as indicated in Vacancies & Reservation section on Page-1 of this advertisement.

4. Upper age limit is relaxed by **3 years for OBC(NCL) candidates and 5 years for SC/ST candidates** in the respective category **subject to reservation of posts** as indicated in Vacancies & Reservation section on Page-1 of this advertisement.
5. For Persons with Disability, upper age limit is relaxable by 10 years over and above category relaxation.
6. **SC,ST,PwD,Ex-Servicemen & Departmental candidates are exempted from payment of examination fee.**
7. Wherever posts are not reserved for PwD but are identified suitable for PwD as per Govt.Notification, they can also apply subject to meeting eligibility requirement at par with General Category. Age Relaxation in such cases shall be as applicable under rules.
8. **Category (SC/ST/OBC(NCL)/Persons with Disability)** should carefully fill-up the application form, as changes in the same are generally not entertained.
9. **Relaxation & Concession for SC/ST/OBC(NCL)/PwD/Ex-Servicemen** is subject to submission of Caste/Disability/Discharge certificate in the prescribed GOI format issued by competent authority along with the application and also at time of joining, if called for.
10. If any Caste/Category certificate etc. is issued in a language other than Hindi/ English candidates are advised to produce a certified translation of the same in either Hindi or English language at the time of applying for the post.
11. **For SC/ST/PwD candidates:** Reimbursement of Second Class rail/ bus fare by the shortest route for to and fro travel for the purpose of appearing in test, on production of railway ticket/number/bus ticket for onward journey and self attested copy of SC/ST/PwD certificate, is admissible, restricted to distance between the address for communication and the test centre.
12. Ex-Servicemen with a minimum of six months continuous service are allowed age 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.

Test Centre

The Written Test shall be held at the following center

| | |
|-----|-----------|
| 01. | Hyderabad |
|-----|-----------|

Admit Cards can be downloaded from the Website and shall not be sent by post.

Selection Process

Mode of selection as per post is as follows :-

| Sl.No. | Name of the Post | Mode of Selection |
|--------|------------------------------|------------------------------------|
| 1 | Diploma Trainee (Electrical) | Written Test |
| 2 | Diploma Trainee (Civil) | Written Test |
| 3 | Junior Officer Trainee (HR) | Written Test & Computer Skill Test |

Post Sl.No.01 - Diploma Trainee (Electrical) & Post Sl.No.02 - Diploma Trainee (Civil):-

The Selection Process consists of **Written Test**

Written Test shall be of Objective Type of Two (2) hours duration consisting of two parts -

1. Part-I consists of Technical Knowledge Test with 120 questions having specific questions in Electrical/Civil discipline.
2. Part-II consists of Aptitude Test with 50 questions on vocabulary, verbal comprehension, quantitative aptitude, reasoning ability, data sufficiency and interpretation, numerical ability etc.
3. All questions carry equal marks (1). Wrong and multiple answers would result in negative marks of $\frac{1}{4}$.

To qualify against unreserved Vacancies, candidates have to score minimum of 30% in each Part-I and Part-II separately and a minimum aggregate of 40% marks in Written Test. For **reserved vacancies** the qualifying criteria in written Test is minimum of 25% in each Part-I and Part-II separately and a minimum aggregate of 30% marks.

Among the candidates qualified in the written Test, the top scoring candidates shall be selected in category-wise, proportional to the number of vacancies in the respective category.

Only those candidates who secure the minimum qualifying percentage of 40% (for unreserved)/ 30% (for reserved) will be eligible to be considered for empanelment. **Final merit for selection will be decided based on marks secured by the candidates in Written Test (100% weightage).**

Post Sl.No.03 – Junior Officer Trainee (HR) :-

The Selection Process consists of Written Test & Computer Skill Test

Written Test shall be of Object Type of two hours duration consisting of two parts –

1. Part-I consists of Professional Knowledge Test with 120 questions having specific questions in HR discipline.
2. Part-II consists of Aptitude Test with 50 questions on vocabulary, verbal comprehension, quantitative aptitude, reasoning ability, data sufficiency and interpretation, numerical ability etc.
3. All questions carry equal marks (1). Wrong and multiple answers would result in negative marks of $\frac{1}{4}$.

To qualify against **unreserved** vacancies, candidates have to score minimum of 30% in each Part I and Part II separately and a minimum aggregate of 40% marks in Written Test. For **reserved** vacancies the qualifying criteria in Written Test is minimum of 25% in each Part I and Part II separately and a minimum aggregate of 30% marks.

Among the candidates qualified in the written Test, the top scoring candidates shall be shortlisted categorywise for Computer Skill Test, proportional to the number of vacancies in the respective category. **Computer skill test is of of qualifying in nature. Marks secured in Computer Skill test will not have any weightage.**

Final merit for selection will be decided on the basis of written test marks (100% weightage) of those candidates who qualify in Computer Skill Test.

However, the Management reserves the right to raise the minimum eligibility standards/ criteria and/ or conduct a screening test to restrict the number of candidates, if so required.

The applicants will have the option to appear for Written Test in Hindi language also. The candidates who opt for Hindi as the medium for the Written Test shall only be provided the Question paper in Hindi.

The offer of Appointment shall be issued to the suitable candidates in the order of merit and based on the requirement . Appointment of selected candidates will be subject to their being found medically fit in the Pre-Employment Medical Examination to be conducted as per POWERGRID Norms and Standards of Medical Fitness.

Service Agreement

Candidates selected as Diploma Trainee(Electrical), Diploma Trainee(Civil) & Jr.Officer Trainee(HR) shall undergo training for a period of One(1) year. They will be required to execute a Service Agreement Bond for the amount detailed below to successfully complete the training period and thereafter serve the organization for at least three(3) years.

| SL.No. | Name of the Post | Service Agreement Bond |
|--------|------------------------------|---|
| 1 | Diploma Trainee (Electrical) | Rs. 50,000/- for General/ OBC(NCL) Rs.25,000/- for SC/ST/PwD |
| 2 | Diploma Trainee (Civil) | |
| 3 | Junior Officer Trainee (HR) | |

Health Standards

Applicants should have sound health. No relaxation in health standard is allowed. Appointment of selected candidates will be subject to their being found medically fit in the Pre-Employment Medical Examination to be conducted as per the Norms and Standards of Medical Fitness (Please visit Career section of our website for details of medical standards).

General Information and Instructions

1. Only Indian Nations who have attained the age of 18 years and above are eligible to apply.
2. Before applying, the candidate should ensure that he/she fulfill the eligibility criteria and other norms mentioned in this advertisement.
3. **Categories of PwD eligible for the posts shall be as per the categories of PwD identified suitable for the posts as per Govt. Notification.**
4. For the Un Reserved (UR) vacancy, SC/ST/OBC(NCL) /Ex-SM candidates can apply subject to meeting with all general standards of eligibility.
5. All eligibility qualification should be recognized and from a recognized Institution/ Board/ Council/ University in India.
6. Wherever CGPA/OGPA/DGPA or Letter Grade in a Degree/Diploma is awarded, its equivalent percentage of marks must be indicated in the online application as per norms adopted by University/Institute.
7. Percentage of Marks obtained by the candidate in Degree/Diploma shall be calculated based on the practice followed by the University/Board/Institution from where the candidate has obtained the Degree. In case of the University/Institution does not have any scheme for converting CGPA into equivalent marks the equivalence would be established by dividing the candidates CGPA by maximum possible CGPA and multiplying the result with 100.

8. Mere submission of application does not guarantee the adequacy of candidature for being considered for further selection process.
9. The management reserves the right to raise the minimum eligibility standards/criteria to restrict the number of candidates to be called for Written Test/Computer Skill Test, if so required.
10. Management reserves the right cancel/restrict/enlarge/modify/ alter the recruitment / selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
11. The vacancies notified may vary and operation of panel will depend on requirement.
12. Candidature is liable to be rejected at any stage of recruitment process or after recruitment or joining, if any information provided by the candidate is not found in conformity with the criteria mentioned in the detailed advertisement given in the website.
13. **Computation of age shall be done as on 22.02.2016 (Last date of online Application submission). Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.**
14. POWERGRID will not be responsible for any postal delay or loss of application in transit.
15. Application that are not in conformity with the requirements indicated in the advertisement, incomplete applications, unsigned, without photograph, application fee or necessary document proofs will be rejected.
16. **Application fee shall not be refunded in any case.**
17. The candidates found eligible based on the information submitted by them can download their admit card indicating roll number, name of the test venue and guidelines for the test from our website www.powergridindia.com → Career Section → Job Opportunities → Candidate Login.
18. **Candidates selected in POWERGRID are liable to be posted anywhere in India and abroad.**
19. 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 in the Complaint Management System of POWERGRID. No Correspondence made in Complaint Management System of POWERGRID, in this recruitment will be entertained by POWERGRID.
20. 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.
21. Candidates should ensure that the same passport size colour photograph is used throughout this recruitment process.
22. Legal jurisdiction will be Hyderabad in case of any cause/dispute.

Application Fees

| | |
|--|---------------------------------|
| For the Post of 1. Diploma Trainee (Electrical) 2. Diploma Trainee (Civil) 3. Junior Officer Trainee (HR) | Rs. 300/- + Bank charges |
|--|---------------------------------|

The SC/ST/PwD/Ex-SM/Departmental candidates need not pay the Application fee regardless of the post being reserved for them or not.

How to Apply

1. Eligible candidates can apply only through online registration system of POWERGRID. To apply, logon to www.powergridindia.com → Career Section → Job Opportunities Section. No other means/ mode of application shall be accepted.
2. Online Application window for all the Posts shall be open from **03.02.2015 (10.00 Hrs) to 22.02.2015 (23.59 Hrs)**. Candidates have to register themselves online at <http://www.powergridindia.com> → Career Section → Job Opportunities Section and the “Recruitment for SRTS-I” with valid e-Mail ID.
3. Candidates belonging other than SC/ST/PwD/Ex-SM/Departmental Candidates category are required to pay a non-refundable Registration fee as follows:

| | |
|--|---------------------------------|
| For the Post of 1. Diploma Trainee (Electrical) 2. Diploma Trainee (Civil) 3. Junior Officer Trainee (HR) | Rs. 300/- + Bank Charges |
|--|---------------------------------|

4. Before registering and submitting their applications on the website, candidate should possess the following :-
 - a) Valid self e-Mail ID, Alternate e-Mail ID
 - b) Mobile Number
 - c) Scanned copy of recent pass port Size colour photograph (50 kb) & signature (30 kb) in .jpeg/.jpg format,
 - d) Scanned copies of Date of Birth Certificate/SSC, Degree/Diploma Pass certificate & Marksheets, Caste Certificate & Discharge Certificate if applicable in PDF format (1 MB).
5. **Photograph:** One recent pass port size colour photograph with white background is to be scanned and uploaded in the space earmarked in the on-line application.
6. **Signature:** Signature (in Black ink) against white background is to be scanned and uploaded in the space earmarked in the on-line application. Candidate must ensure the signature uploaded shall be maintained as same at all places viz. Signature up-loaded, appended on Undertaking, Attendance sheet of written examination, etc. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to confirm his/her uploaded signature is clearly visible/identifiable at the appropriate place.
7. Candidates should ensure that all important details like name, date of birth, address, qualification etc are duly filled in. On submission of valid application, the system will generate a “Resume” with a **registration number**.

Similarly 2 copies of POWERGRID – SBI challan form with details of name of candidate, Registration No., Date of Birth and Mobile Number appearing on the same shall also be generated (other than for SC/ST/Ex-SM/PwD/Departmental candidates).

Candidates shall also receive an e-Mail with details of their Login ID, Password and other information. POWERGRID will not be responsible for bouncing back of any email sent to the candidate.

8. Candidates can deposit the fees at any branch of State Bank of India after **TWO(2) Bank working days** of generation of challan. On depositing the fees, candidates are required to retain a copy of the challan/ bank receiving for future reference. **Fees so deposited shall be non-refundable under any circumstances including if the candidature is rejected for any reason whatsoever.**
9. The last date of submission of application fees shall also be indicated on the challan i.e **26.02.2016.**
10. **Bank Commission charges will be borne by the Applicants.** In case the candidate deposits the fee in a wrong account, POWERGRID will not be responsible. Registration fee deposited after **26.02.2016 (17.00 Hrs will not be valid).**
11. **The list of essential enclosures to be uploaded along with the online Application.**
 - a. Date of Birth: X class marksheet/ Birth Certificate
 - b. Essential Qualification Certificates: Degree/Diploma pass certificate
 - c. Degree/Diploma consolidated marksheets
 - d. Caste/Disability/Discharge certificate.
12. Candidate should submit only single application 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 or delivery of any e-Mail to junk mail folder of candidates.
13. 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 during the later stage of the recruitment process.
14. Once applied, the applicants are advised to check the website as well as their registered e-Mail regularly for any updates.
15. **Please note that only those applications which are received through online along with the uploaded documents within scheduled date as mentioned above will be treated as valid for further scrutiny.**
16. The admit card indicating Roll Number, Name of the allocated Test Centre and guidelines for the test will be made available on our website to the candidates found apparently eligible based on the online data of application 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.**

17. Email 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 e-Mail 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(1) year. **No change in the email ID or mobile number will be allowed once entered. All future correspondence shall be made via Email and/or SMS only.**
18. Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.
19. 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.
20. Candidates working in Govt./PSU are required to apply through proper channel.
21. Information regarding this recruitment process shall be made available in the career section of POWERGRID website <http://www.powergridindia.com> and not separate communication shall be made. Candidates must remain in constant touch with website <http://www.powergridindia.com> for information regarding dates of Written Test, downloading of Admit card, result of written test, medical standards etc.
22. Applicants are advised to check the website periodically for updates. They can send their Query related to Recruitment to email ID: sr1rectt@powergrid.co.in

Important Dates

| Sl.No. | Particulars | Date (Tentative) |
|--------|---|--------------------------------|
| 1. | Online Registration Start Date | 03.02.2016 (10.00 Hrs) |
| 2. | Start Date of depositing Fee through SBI challan | 05.02.2016 |
| 3. | Online Registration Closing Date | 22.02.2016 (23.59 Hrs) |
| 4. | Last Date of remittance of applications process charges/ Fee in Bank through Challan (for already registered candidates only) | 26.02.2016 (17.00 Hrs) |
| 5. | Cutt-Off Date for the purpose of Upper Age Limit | 22.02.2016 |
| 6. | Availability of Admit cards on website | Will be notified subsequently. |
| 7. | Date of Written Test | Will be notified subsequently. |

Note:

1. All the important notification & 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.