



### NORTHERN REGION TRANSMISSION SYSTEM-III

Advt. No. 1/NR-3/HRM/Rectt /2016

Date: 08.03.2017

#### Recruitment for the post of Assistant (Finance)

POWERGRID, Northern Region Transmission System-III, having transmission system in the part of Uttar Pradesh, Madhya Pradesh and Uttarakhand invites applications from young and dynamic professionals who are eligible for the following position:-

Post ID.	Name of the Post	Number of Vacancies (*)	Qualification	Experience	Maximum Age As on 31.03.2017
01	Assistant (Finance) GR IV(W4)	UR-06 OBC (Non Creamy Layer)-02 SC-02  *1 vacancy reserved for PwD(OH)#  *1Vacancy for Ex-Servicemen	B.Com with 1 <sup>st</sup> Division for UR/OBC (NCL) and pass marks for SC/PwD-OH category.  Additional qualification of M.Com shall be desirable.	One year post qualification experience in Finance and Accounts function of reputed organization. Should have experience in processing payment and maintenance of Accounts of the organization. Should have worked on computers and familiar with various software used in Finance and Accounting function.	28 Years for UR 31 Years for OBC (NCL) 33 Years for SC

\*-Horizontal Reservation

#-(OH-OA/OL/OAL/BL)

Abbreviations: **OH-Orthopadically Handicapped, OA: One Arm, OL: One Leg, OLA:One Arm One Leg, BL: Both Leg**  
**PwD- Person with Disability, NCL: Non Creamy Layer**

#### COMPENSATION PACKAGE DURING TRAINING PERIOD AND ON REGULARISATION

**For Post ID 01** i.e. Assistant (Finance) GR IV.(W4), the selected candidates shall be appointed on W4 level in the pay scale of Rs.12500 – 27500/- (IDA) with basic of Rs.12500/- (Pre-Revised).

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

#### RELAXATIONS AND CONCESSIONS

1. Relaxation/Concession for SC/OBC (NCL)/PwD/Ex-Servicemen/J&K Domicile/Victims of Riots candidates shall be given as per Government of India guidelines as detailed below.

Sl. No.	Category	Age-relaxation permissible beyond the upper age limit	Relaxation in %age of marks in essential qualification	Concession in application fees
1	OBC (NCL)	03	No Relaxation	Not Exempted
2	SC	05	Pass	Exempted
3	ST applying for UR Post	No Relaxation	No Relaxation	Exempted
4	Ex-SM – UR	3 years after deduction of the military service rendered from	No Relaxation	Exempted

5	Ex-SM - OBC(NCL)	6 years (3 years + 3 years) after deduction of the military service rendered from the actual age	No Relaxation	Exempted
6	Ex-SM - SC	8 years (5 years + 3 years) after deduction of the military service rendered from the actual age	Pass	Exempted
7	Candidates who had ordinarily been domiciled in the State of J&K during the period from 1 <sup>st</sup> Jan., 1980 to 31 <sup>st</sup> Dec., 1989 <b>OR</b> Children and dependent of Victims of Riots.			
7(a)	UR	5 years	No Relaxation	Not Exempted
7(b)	OBC (NCL)	(5+3) = 8 years	No Relaxation	Not Exempted
7(c)	SC	(5+5) = 10 years	Pass	Exempted
7(d)	ST applying for UR Post	5 years	No Relaxation	Exempted

1. Reservation for SC/OBC (NCL)/PWD/Ex-Servicemen candidates shall be given as per Government of India Guidelines.
2. Reservation/Relaxations/Concessions to Ex-servicemen will be subject to submission of Discharge Certificate in prescribed format issued by a Competent Authority and having a minimum of six months continuous service.
3. Reservation/ Relaxation for OBC (NCL) will be subject to submission of attested copy of OBC (NCL) certificate along with NCL status in the format prescribed by the Govt. of India for "Appointment in Central Govt. Posts" issued by the competent authority clearly indicating the caste & NCL Status as on last date of submission of application.
4. Reservation/ Relaxation for SC candidates will be subject to submission of attested copy of SC certificate in the format prescribed by the Govt. of India issued by the competent authority.
5. Relaxation in Age (*to the extent of 10 years over and above the age limit prescribed in respective category*), shall be admissible for PwD candidates subject to the condition that their percentage of disability is not less than 40% and their claim to relaxations is duly supported by a Certificate of disability issued by a duly constituted Medical board in prescribed format.
6. Relaxation in Essential qualifications & Written Test shall be admissible for PwD-OH & SC candidates only. Relaxation to PwD candidate is subject to the condition that their percentage of disability is not less than 40% and their claim to relaxations is duly supported by a Certificate of disability issued by a duly constituted Medical board in prescribed format.
7. Relaxations/Concessions for J&K domicile/victims of riots shall be admissible as per Govt. Guidelines.

## SELECTION PROCESS

The Selection Process for the following Post shall consist of the following:-

Post ID	Name of the Post	Details of Selection Process
01	Assistant (Finance) GR IV.(W4)	Written Test & Computer Skill Test

The Written Test shall be of Objective type (each question shall have four answer options) of two hours duration consisting of two parts -

- (a) Part-I consists of Technical/Professional Knowledge Test with 120 questions having specific questions from respective discipline.
- (b) Part-II consists of Aptitude Test with 50 questions on vocabulary, verbal comprehension, quantitative aptitude, reasoning ability, data sufficiency & interpretation, numerical ability etc.

All questions carry equal marks (1 mark). Wrong & multiple answers would result in negative marks of ¼.

### Qualifying criteria in Written Test:

Vacancy	For the post of Assistant (Finance)
Unreserved	Minimum of 40% marks in total (Part-I & Part-II <b>combined</b> )
Reserved	Minimum of 30% marks in total (Part-I & Part-II <b>combined</b> )

Candidates qualified in the Written Test shall be short listed for Computer Skill test in the prescribed ratio, subject to a minimum cut-off percentage of marks of 40% for UR vacancies and 30% for reserved vacancies including PwD-OH. Reserved category candidates who have not availed any relaxation, shall be eligible to be called under UR vacancy, if they are falling in the prescribed ratio for UR vacancies.

### Computer Skill test

Computer Skill test shall be qualifying in nature and shall not carry any weightage.

## TEST CENTRE

Test Centre shall be at LUCKNOW

## HEALTH

Appointment of selected candidates will be subject to them having sound health & 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). No relaxation in health standard is allowed.

## APPLICATION FEE

Assistant (Finance)Gr.IV	Rs. 260/- [Rs.200 + (Rs. 60 Bank Charges)]
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The SC/ST/PwD/Ex-SM/Departmental candidates need not to 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](http://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 **08.03.2017(10.00 Hrs) to 31.03.2017 (23.59 Hrs)**. Candidates have to register themselves online at <http://www.powergridindia.com> → Career Section → Job Opportunities Section and the "Recruitment for NRTS-III" 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:

Assistant (Finance) Gr.IV	Rs. 260/- [Rs.200 + (Rs. 60 Bank Charges)]
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4. **Before registering and submitting their applications on the website, candidate should possess 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/X Class Marksheet , Degree Certificates & Mark sheets, Caste Certificate, Disability Certificate & Discharge Certificate if applicable in PDF format (1 MB).
  - e) Scanned Copy of relevant post qualification work experience certificate issued by authorised/ appropriate signatory of the organisation.
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, mobile no, e-Mail ID 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 for candidates other than 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 receipt 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 **03.04.2017**
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 **03.04.2017 (17.00 Hrs)** will not be valid and will not be considered.
11. **The list of essential enclosures to be uploaded along with the Online Application** (as applicable):
- Date of Birth: X class mark sheet/ Birth Certificate*
  - Essential Qualification Certificates: Degree certificate*
  - Degree consolidated mark sheets*
  - Caste Certificate for SC/Caste Certificate for OBC-clearly indicating the latest NCL Status.*
  - Disability/Discharge certificate.*
  - Certificate in Prescribed format issued by competent authority in respect of J&K Domicile/Victims of Riots wherever applicable.*
  - Copy of relevant post qualification work experience certificate issued by authorised/ appropriate signatory of the organisation.*
12. Candidate should submit single and online application only. The application so 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 POWERGRID website as well as their registered e-Mail ID regularly for any updates.
15. **Please note that only those applications which are received through online along with the uploaded documents along with the fees (if applicable) 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 if found apparently eligible based on the data & documents submitted through online 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 & Test Guidelines will not be sent by post.**

17. Candidates are advised to keep the e-Mail ID and mobile number entered 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 regularly for updates. They can send their Query related to Recruitment to email ID: [nr3rectt@powergrid.co.in](mailto:nr3rectt@powergrid.co.in)

## GENERAL CONDITIONS

1. Only Indian Nationals who have attained the age of 18 years and above are eligible to apply.
2. Before applying, the candidate should ensure that he / she fulfils the eligibility criteria and other norms mentioned in this advertisement.
3. For the Un-reserved (UR) vacancy, SC/ST/OBC (NCL)/PwD candidates can also apply subject to meeting with all general standards of eligibility.
4. All eligibility qualification should be recognized in India and from a recognized Institution/ Board/ Council/ University. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree 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 Ibis to be submitted at the time of Computer Skill Test if called for. In case the University/Institute 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.
5. Mere submission of application does not guarantee the adequacy of candidature for being considered for further selection process.
6. The Management reserves the right to raise/lower the minimum eligibility standards/criteria/Change the test venue, at any stage of selection process depending on availability of sufficient number of candidates , if so required.
7. 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.
8. The vacancies notified may vary and operation of panel will depend on requirement.
9. 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 in conformity with the criteria mentioned in the detailed advertisement.
10. Computation of age shall be done on the last date for submission of application i.e **31.03.2017** Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
11. Candidates must possess the requisite qualification prescribed for the posts on the last date of application.
12. Applications are required to be submitted **ONLINE ONLY**. Applications not in conformity with the requirements mentioned above/incomplete/without photograph will be rejected and no correspondence shall be entertained in this regard. No hard copy of application is required to be sent.
13. Application fee shall not be refunded in any case.
14. 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.
15. Candidates working in Govt/PSU are required to produce 'NO OBJECTION CERTIFICATE' at the time of Computer Skill Test if called for.
16. SC/ST/PWD Candidates shall be reimbursed second class Rail Fare/Bus Fare by the shortest Route To & Fro for the purpose of appearing the test on production of Railway Ticket number/Bus Ticket for onward Journey and self attested copy of SC/ST/PWD Certificate.
17. All photocopies of documents to be submitted at the time of Computer Skill Test if called for along with the application should be Self attested.

18. Training and Teaching period will not be counted as experience.
19. Applicants should ensure that the same Color passport size photograph is used throughout this recruitment process.
20. Legal jurisdiction will be **Lucknow** in case of any legal case /dispute.
21. 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.

**Important Dates:**

<b>S.NO</b>	<b>DESCRIPTION</b>	<b>DATE</b>
1.	<b>Opening date of online submission of application</b>	<b>08.03.2017</b>
2.	<b>Closing date of online submission of application</b>	<b>31.03.2017</b>
3.	<b>Opening date for deposit of fee through Bank Challan</b>	<b>10.03.2017</b>
4.	<b>Last date for deposit of fee through Bank Challan</b>	<b>03.04.2017</b>
5.	<b>Cut-Off date for the following purpose :</b> I. Upper Age Limit II. Acquiring Qualification III.NCL Status for OBC	<b>31.03.2017</b>