



EASTERN REGION TRANSMISSION SYSTEM – I

Advt.No.ER-1/03/2018

Date: 08.08.2018

RECRUITMENT FOR THE POST OF DIPLOMA TRAINEE (ELECTRICAL), DIPLOMA TRAINEE (CIVIL) and JR. 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 operates around 1,26,965 Circuit Kms of transmission lines along with 205 Sub-stations 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.

Eastern Region Transmission System-I covering the states of Bihar and Jharkhand requires bright, committed & energetic persons to join its fold as **Diploma Trainee (Electrical), Diploma Trainee (Civil) and Jr. Officer Trainee (HR)**.

DISCIPLINE & CATEGORY-WISE BREAK UP OF POSTS

Post ID.	Name of Post	Total no. of vacancies	UR	OBC (NCL)	SC	ST	PwD*	Es-SM*
101	Diploma Trainee (Electrical)	25	14	05	06	--	1 (OH-OL)	01
102	Diploma Trainee (Civil)	05	04	01	--	--	--	
103	Jr. Officer Trainee (HR)	04	03	01	--	--	--	01

* Reservation to Pwd and Ex Servicemen is Horizontal reservation. They can belong to any category.

Candidates belonging to Pwd category may also apply for the above posts, identified as per the table given below, provided they meet the eligibility criteria prescribed for their respective category.

Post ID.	Post	Identified for PwD & Sub-Category
101	Diploma Trainee (Electrical)	OH-OL, HH-PD
102	Diploma Trainee (Civil)	OH-OA/OL, HH-PD
103	Jr. Officer Trainee (HR)	OH-OA/OL/OAL/BL, VH-B/LV, HH-PD

Abbreviations: 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 24.08.2018)
101	Diploma Trainee (Electrical)	Diploma in Electrical Engineering from recognized Technical Board / Institute with minimum 70% marks for General / OBC (NCL) / ST candidates and pass marks for SC candidates. Qualification of B.E/B.Tech/B.Sc (Engg) in Electrical Discipline with 65% marks would not be a bar.	27 years for General 30 years for OBC(NCL) 32 years for SC
102	Diploma Trainee (Civil)	Diploma in Civil Engineering from recognized Technical Board / Institute with minimum 70% marks for General / OBC (NCL) / SC / ST candidates. Qualification of B.E / B. Tech / B. Sc (Engg.) in Civil Discipline with 65% marks would not be a bar.	27 years for Gen / SC / ST 30 years for OBC (NCL)
103	Jr. Officer Trainee (HR)	Two year full time Post Graduate Degree/ Post Graduate Diploma / MBA in Human Resource/Personnel Management/ Industrial Relation/ MSW or equivalent from recognized Institute with not less than 55% marks for General/OBC(NCL)/SC/ST category candidates.	27 years for Gen / SC / ST 30 years for OBC (NCL)

** - The candidate must be physically fit to work on difficult terrain and to climb towers for carrying out maintenance duties on the towers and conductors.

RELAXATIONS & CONCESSIONS

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

For Posts Reserved for various categories

Sl. No.	Category	Age-relaxation permissible beyond the upper age limit	Relaxation in % of marks in qualification	Concession in application fees
1	OBC (NCL)	03 years	No Relaxation	Not Exempted
2	SC	05 years for post Id 101	Pass for post Id 101	Exempted
3	PwD	10 years over and above category relaxation	Pass for post Id 101	Exempted
4	Ex-SM - UR	3 years after deduction of the military service rendered from the actual age for post Id 101&103	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 for post Id 101&103	No Relaxation	Exempted
6	Ex-SM - SC	8 years (5 years + 3 years) after deduction of the military service rendered from the actual age for post Id 101	Pass for post ID 101	Exempted

7	Candidates who had ordinarily been domiciled in the State of J&K during the period from 1 st Jan., 1980 to 31 st Dec., 1989 OR 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 for post ID 101	Exempted	
7(d)	ST	5 years	No Relaxation	Exempted	
For Posts Not reserved for OBC(NCL),SC,ST,PwD& Ex-SM					
8	SC candidates applying for UR post for Post ID 102&103	No Relaxation	No Relaxation	Exempted	
9	ST candidates applying for UR post for Post ID 101, 102&103	No Relaxation	No Relaxation	Exempted	
10	PwD candidates applying for posts for Post ID 102 & 103	10 years over and above category relaxation	No Relaxation	Exempted	
11	Ex-SM candidates applying for posts for Post ID 102	UR/ST/SC	3 yrs.	No Relaxation	Exempted
		OBC[NCL]	3+3 =6 yrs.		

*No upper age limit for Departmental Candidates. (Trainees will not be considered as departmental candidates for age relaxation.)

- Persons suffering from not less than 40% of the relevant disability** (Orthopedically handicapped/Hearing Handicapped/Visually handicapped) shall only be eligible for the benefit for PwD subject to submission of Disability Certificate issued by a Government Medical Board in the format prescribed by Govt. of India. (for prescribed format please see "Important formats" link on our Careerssection→Job Opportunities)
- Reservation/Relaxation/Concession for OBC (NCL) candidates** will be subject to submission of attested copy of OBC (NCL) certificate along with Declaration in the format prescribed by the Govt. of India for "Appointment in Central Govt. Posts" issued by the competent authority. (For prescribed format please see "Important formats" link on our Careerssection→Job Opportunities).
- Reservation/ Relaxation/Concession 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. (for prescribed format please see "Important formats" link on our Careerssection→Job Opportunities)
- Relaxation/Concession for J&K Domicile/Ex-Servicemen/ Victims of Riots** will be subject to submission of Age relaxation cum Domicile Certificate/Discharge Certificate/Certificate from Concerned Authority respectively in the prescribed format along with hard copy of application and shall be as per Government directives.
- 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.

7. 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/joining.

SELECTION PROCESS

1. The Selection process shall be as per the details given below -

Post ID	Name of Post	Selection process
101	Diploma Trainee (Electrical)	Computer Based Test (CBT)
102	Diploma Trainee (Civil)	Computer Based Test (CBT)
103	Jr. Officer Trainee (HR)	Computer Based Test (CBT) ⇒ Computer Skill Test

2. The Computer Based 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**.

3. **Qualifying criteria in Computer Based Test:**

Vacancy Reservation	For the post of Diploma Trainee (Electrical/Civil), and Jr. Officer Trainee (HR)
Unreserved Vacancies	Minimum of 40% marks subject to at least 30% marks in each Part-I & Part-II separately
Reserved Vacancies	Minimum of 30% marks subject to at least 25% marks in each Part-I & Part-II separately

4. Candidates qualified in the Computer Based Test shall be short listed for Computer Skill Test (wherever applicable) 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. 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.

5. Qualifying criteria in Computer Skill test:

Computer Skill test will be qualifying in nature. Computer Skill Test (wherever applicable) will have qualifying marks as mentioned below:

Vacancy	Qualifying marks
Un Reserved	40%
Reserved including PwD	30%

6. Weightage to different parameters:

For calculation of final score of a candidate for empanelment, the weightage assigned to Computer Based Test (CBT) and Computer Skill test shall be as indicated below:

Post ID.	Post	Parameters	Weightage
101	Diploma Trainee (Electrical)	Computer Based Test (CBT)	100%
102	Diploma Trainee (Civil)		
103	Jr. Officer Trainee (HR)	Computer Based Test (CBT)	100%
		Computer Skill test	Qualifying

*Computer Skill Test will not have any weightage for calculation of final score but candidate needs to qualify the same.

7. Empanelment of candidates:

For the post of Jr.Officer Trainee (HR) candidates who qualify in the Computer Based Test (CBT) and Computer Skill Test separately, will only be adjudged suitable for empanelment.

For the post of Diploma Trainee, candidates who qualify in the Computer Based Test (CBT) will only be adjudged suitable for empanelment in the order of merit.

8. Offer of Appointment:

The offer of appointment shall be issued to the suitable candidates empanelled 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.

9. The applicant will have the option to appear for Computer Based Test in Hindi/English language (Questions will be in bilingual except questions of English language test).

TEST CENTRES

The Computer Based Test shall be held at the following Test Centres:

1	Patna	2	Ranchi	3	Muzaffarpur
4	Dhanbad	5	Bhagalpur	6	Jamshedpur

Candidates have to choose the test centre nearest to their address for communication and no change will be allowed subsequently. Admission to the test will be on production of Admit Card. Candidates have to download their Admit Cards through our application portal. Admit Card will not be sent by Post. **POWERGRID reserves the right to change/cancel test centres.**

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 Norms & Standards of Medical Fitness. Please visit Careers section → Health of our website for details of medical standards.

COMPENSATION PACKAGE DURING TRAINING PERIOD AND ON REGULARISATION

Post ID	Stipend during training period	Designation & Level on successful completion of training period	Basic pay on Regularisation (Due for revision w.e.f. 01.01.2017)
101&102	` 16500/- pm	Junior Engineer Gr-IV at S1 level in Supervisory category	`16000/- in the pay-scale of `16000-35500/- (IDA)
103	` 16500/- pm	Junior Officer (HR) Gr-IV at S1 level in Supervisory category	`16000/- in the pay-scale of `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.

SERVICE AGREEMENT BOND

Candidates selected as Diploma Trainee/Jr. Officer (HR) Trainee shall undergo training for a period of one year. They will be required to execute a Service Agreement Bond as per the following details to successfully complete the training period and thereafter serve the organisation for at least three years:

Post ID	Service Agreement Bond
101,102&103	For General/OBC (NCL) candidates: Rs. 50000/- and for SC/ST/PwD candidates: Rs. 25000/-

APPLICATION FEES

For the post of
Diploma Trainee (Electrical), Diploma Trainee (Civil)
and Jr. Officer Trainee (HR)

300/-

The SC/ST/PwD/Ex-SM/Departmental candidates need not pay the Application Fee regardless of the post being reserved for them or not. (Trainees will not be considered as departmental candidates for this purpose)

HOW TO APPLY

STEP A: REGISTRATION

1. Interested eligible candidates should only apply through On-line Registration System of POWERGRID. To apply logon to <http://www.powergridindia.com> →Careers section → Job Opportunities and then **"Recruitment of Diploma Trainee (Electrical / Civil) and Jr. Officer Trainee (HR) in ERTS-I"** with your valid E-mail ID. **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 the following :-**
 - a. Valid Self E-mail ID and Mobile no.
 - b. Scanned copy of recent passport size colour photograph of the candidate with white back ground
 - c. Scanned signature of the candidate
3. **PHOTOGRAPH:** One recent coloured passport size photograph not more than three months old is to be scanned and uploaded in the space earmarked in the on-line application. The Photograph should be in JPG or JPEG format. The Size of the photograph should be between 20KB to 50KB.
4. **SIGNATURE:** Signature (in Black ink) against white background is to be scanned and uploaded in the space earmarked in the on-line application. Candidates 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. The signature should be minimum 200 dpi (dots per inch) and in JPG or JPEG format. The Size of the signature should be between 10KB to 20KB.
5. For **General and OBC (NCL) Candidates**, payment of application fees will be online as directed by the website during the process of online application.
6. For the candidates who are exempted from making Application Fee (SC/ST/PwD/Ex-SM Departmental Candidates), once they submit their data Online, System will generate a Registration Slip having unique **Registration Number**. Candidates should save it and/or take its printout and keep it in safe custody.
7. **While making the Payment System** will again ask the details of Name, Date of Birth, Mobile No. etc. and Payment Reference Number which was generated at the time of applying online.
8. Candidates should check that their Signature and Photograph are uploaded in the designated places in format before final submission of application.
9. **Candidates are advised to take a printout of the submitted online application for submission at the time of Computer Skill test/Document verification, if called for, along with the following documents:**
 - (i) **Date of Birth** -Matriculation Certificate (Class-X) / Birth Certificate
 - (ii) **Educational Qualification -**
 - (a) All mark-sheets (year-wise/semester-wise)
 - (b) Degree/Diploma certificate
 - (iii) **Proof of norms** adopted by the University/Institute to convert CGPA/OGPA/DGPA into percentage.
 - (iv) **Caste/Category Certificate**, if applicable.
 - (v) **Declaration Form** regarding Non-Creamy Layer status in respect of OBC (NCL) candidates in the prescribed format.

- (vi) **Disability Certificate** in case of PwD candidate in the prescribed format.
- (vii) **Discharge Certificate** in case of Ex-Servicemen in the prescribed format.
- (viii) **Certificate** in the prescribed format issued by Competent Authority in respect of J&K Domicile/ Victims of Riots, wherever applicable.
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 the last date will not be valid.
7. Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility before applying for any post and payment of Application Fee.
8. 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.**
9. All information regarding this recruitment will be made available on the website: <http://www.powergridindia.com> and no separate communication shall be made. Candidates must remain in constant touch with website <http://www.powergridindia.com> for information regarding dates of Computer Based Test, downloading of admit card, result of Computer Based Test, schedule of Computer Skill Test, medical standards etc.
10. 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.
11. Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.
12. 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.
13. No manual / paper application will be entertained.

The candidate should cross check all the details filled in the Online Application, before finally submitting the same, as no correction will be possible later.

STEP B: PAYMENT OF APPLICATION FEE

1. "Make Online Payment" tab will be active/shown **after 24 hours of submitted/completed** application form.
2. After the payment tab appears, click on "Make Online Payment". Upon clicking the link, the candidate will be directed to the State Bank Collect page displaying logo and available categories of payments in drop boxes.
3. On the next screen, Candidate has to enter the following:
 - i. POWERGRID application number.
 - ii. Date of Birth
4. On entering the details, following data will appear from data base in the next screen:



- i. Application Sequence Number
- ii. Name of Applicant
- iii. Mobile Number
- iv. Post Applied
- v. Social Category
- vi. E-mail ID
- vii. Exam Fees

5. Verify the details and click on '**Confirm**'. After confirming candidates will be directed to payment gateway.
6. Select appropriate '**Mode of Payment**', check the charges/commission applicable for selected 'Mode of Payment' and pay 'ONLINE' by using Internet Banking/Credit Card/Debit Card.
7. Do not refresh/go back on page while payment is in progress, doing so might interfere the ongoing transaction.
8. On successful registration of On-line Application, candidates are advised not to attempt for re-registration. In case of multiple registrations for the same post, the candidature is liable for cancellation/rejection without any notice/intimation to the candidate. Candidate is required to **download the On-line Application Form generated by the System with Application sequence number, which may be retained for future reference.**
9. **Payment confirmation will be done on application portal after 24 hours of successful submission of Fee.**

GENERAL INFORMATION & INSTRUCTIONS

1. Only Indian Nationals who have attained the age of 18 years and above are eligible to apply.
2. Candidates who expect their result by 24.08.2018 may also apply.
3. Before applying, the candidate should ensure that he/she fulfils the eligibility criteria and other norms mentioned in this advertisement.
4. Categories of PwD eligible for the posts shall be as per the categories of PwD identified suitable for the posts as per Govt. notification.
5. For the Un Reserved (UR) vacancy, SC/ST/OBC (NCL) candidates can apply subject to meeting with all general standards of eligibility.
6. **Correspondence course in Diploma/ Degree shall not be considered as recognised qualification as per AICTE norms.**
7. All eligibility qualification should be 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 joining, 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.

8. Mere submission of application does not guarantee the adequacy of candidature for being considered for further selection process.
9. 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 Computer Based Test, if so required.
10. 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.
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/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 criteria mentioned or if POWERGRID comes across any evidence/knowledge that the qualification, experience and any other particulars indicated in the application/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.
13. All computation of upper age limit shall be done as on 24.08.2018. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
14. Application fee shall not be refunded in any case.
15. Candidates selected in POWERGRID are liable to be posted anywhere in India and abroad.
16. 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.
17. Candidates should ensure that the same Colour passport size photograph is used throughout this recruitment process.
18. Candidates working in Govt./PSU are required to produce "No Objection Certificate" at the time of Computer Skill Test (wherever applicable).
19. SC/ST/PwD Candidates shall be reimbursed through online payment, second class rail fare/bus fare by 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, restricted to distance between the address for communication and the nearest test centre, in the format provided in the portal.
20. Candidates claiming reservation under OBC (NCL) should belong to **OBC- Non creamy layer** as on last date of submission of application.
21. All photocopies of documents submitted at the time of document verification/joining, if called for, along with the application should be self-attested by the candidate.
22. Candidates shall submit application for only ONE post as the Computer Based Test shall be held on the same day for all the posts.
23. Legal jurisdiction will be Patna in case of any cause / dispute.

IMPORTANT DATES

Sl. No.	Description	Date
1.	Opening date of online submission of applications	10.08.2018 (10:00 Hrs)
2.	Closing date of online submission of applications	24.08.2018 (23:59 Hrs)
3.	Last date of payment of application fee	26.08.2018 (23:59 Hrs)
4.	Cut-Off date for the purpose of Upper Age Limit	24.08.2018
5.	Availability of Admit Card Online (from)	03.09.2018
6.	Date of Computer Based Test	13.09.2018

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.
3. For any queries regarding this recruitment process **and which is not covered above** please send email to er1recruitment@powergrid.co.in clearly mentioning the Post applied for, in the subject line. Queries already covered above shall not be entertained.