

**PRAGATI POWER CORPORATION LIMITED
(HR DEPARTMENT)**

(Regd. Office: Himadri, Rajghat Power House Office Complex, New Delhi – 110 002)
Corporate Identity Number (CIN) – U40103DL2001SGC111530
Website: www.ipgcl-ppcl.gov.in

Advertisement No. 2019/13.

Recruitment of Asstt. Manager (Finance) on Direct Recruitment basis.

Pragati Power Corporation Limited (PPCL) & Indraprastha Power Generation Company Limited (IPGCL) are power generation companies under the Government of NCT of Delhi. The Companies are presently having three operational Power Stations i.e. Gas Turbine Power Station, Pragati Power Station-I and Pragati Power Station-III.

PPCL requires dynamic and goal oriented executives to join the organisation on the following position on direct recruitment basis:

S.No.	Name of the post / level	Vacancy	Pay Band & GP*
1.	Asstt. Manager (Finance)	04	19000-39100 + GP 5400 Pre-revised Scale

* Pay scales are due for revision as per 7th CPC w.e.f. 1st January, 2016.

Candidates interested to apply for the above post may visit our website www.ipgcl-ppcl.nic.in or www.ipgcl-ppcl.gov.in to view Advertisement no. 2019/13 for eligibility and other terms & conditions along with application form/ web link "<https://ibpsonline.ibps.in/ppcltdmact19/>".

Any amendments in the conditions or any other information will be uploaded on the websites of the Company only and no further notification will be given for the same in Press.

Last date of receipt of application is 30 days or 15th January, 2020 whichever is earlier from the date of issue of this advertisement.

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Job Specification

S.No.	Post	Minimum essential qualification and experience required
1.	Asstt. Manager (Finance)	<p>Age: Maximum 30 years</p> <ul style="list-style-type: none"> - Relaxable for employees of IPGCL / PPCL upto 05 years. - Age relaxation may be allowed as per Government Rules, if applicable on Delhi Government PSUs - The reservations to SC / ST, OBC and PwD is applicable as per Government norms. <p>Note: The crucial date for determining the age limit shall be the closing date for receipt of application from the candidate.</p> <p><u>Educational qualification:</u></p> <p>Must possess one of the following qualifications:-</p> <ul style="list-style-type: none"> • Chartered Accountant from the Institute of Chartered Accountant of India. or • Cost Management Accountant (ICWA), now CMA from the Institute of Cost Accountant of India. <p><u>Experience:</u></p> <ul style="list-style-type: none"> • One year on job training as Executive Trainee (Finance) in IPGCL & PPCL, OR • Two years' post qualification experience in Finance / Accounts department of the Government, Govt. PSUs, Large manufacturing or Generation Company. <p>(DR will be carried through written test, interview and selection would be based on merit.)</p>

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- The selection process may consist any or all of the following selection methods i.e. written test / GD / Interview / or any other methodology as per the rules and decision of the Management.
- The post of AM (Finance) in PPCL is identified as suitable post for persons with disability. The PwD sub-category eligible to apply is OH-Orthopaedically handicapped (OL-One Leg / OA – One arm / OAL – One arm and One leg / BL – Both legs).
- The candidates from private sector organisation can apply for the post, if eligible.
- The essential educational and professional qualification shall be strictly as indicated above. In case of any deviation, the application will summarily be rejected.
- Wherever CGPA or grade in a degree is awarded, equivalent percentage of marks should be indicated (along with documentary proof from competent authority) in the application as per norms adopted by University / Institute.

Pay & emoluments: The pay & emoluments shall be as per pay band and grade pay as applicable from time to time and other benefits which includes, DA, HRA, Medical benefits, provident fund, gratuity, other perks etc. as per extant rules of the company. The pay scales are due for revision w.e.f. 1st January, 2016.

Important Conditions:

1. Only Indian Nationals are eligible to apply.
2. Before applying, the candidates should ensure that he/she fulfils the eligibility criteria and other norms mentioned in this advertisement.
3. The candidates employed in Government Departments/PSUs/Autonomous Bodies must submit No Objection Certificate (NOC) with the application, from the employer. In case, the candidate fails to submit the NOC with the application, his/ her candidature will not be considered.
4. In case of Direct recruitment, if the applicant is already working in a State Govt. PSU / Central Govt. PSU/ State Govt. Deptt. / Central Govt. Deptt. / Autonomous Bodies, application may be forwarded through proper channel. However, Disciplinary / Vigilance clearance certifying that no penalty is imposed against the officer for last 05 years and Experience Certificate will also be required at the time of interview.
5. Application sent through proper channel is to be certified by parent department that the particulars given by the candidates in their applications, regarding the details of educational qualification, relevant experience and pay particulars, etc. have been verified from the service records and are true, correct and complete for post applied for.
6. The period for which the service is being rendered as "Trainee" will not be considered for counting of experience. Further, in case of applicants already

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employed in Govt. /PSUs / Autonomous bodies, only the experience gained on regular basis at substantive posts will be considered for eligibility.

7. Application not submitted strictly in the prescribed format or incomplete in any respect, especially without details of pay scales shall be liable for rejection. The candidates are advised to fill the application format carefully in accordance with the eligibility criteria and experience mentioned above. It may be noted that any subsequent request / clarification regarding job profile / experience, mailing address, category etc. at a later date will not be entertained under any circumstances.
8. PPCL reserves the right to relax age/ experience / qualification & other qualifying criteria in deserving cases. The Management reserves the right to fill or not to fill all or any of the above positions, without assigning any reason whatsoever. Also the vacancies may vary depending upon the requirement.
9. PPCL also reserves the right to cancel / amend the advertisement and / or the selection process there under, without assigning any reason thereof.
10. Mere fulfilling of eligibility criteria shall not confer any right to the applicant for being called for the interview / appointment. Only short listed candidates will be notified for Test / Interviews.
11. Canvassing or bringing influence in any form will disqualify the candidature of the applicants.
12. Wherever the revised pay scale(s) have been mentioned, the corresponding pre-revised pay scale(s) should also be indicated.
13. Crucial date of determination of eligibility shall be the closing date prescribed for the receipt of applications.
14. It may please be noted that application received through e-mail or fax shall be summarily rejected. The envelope containing the application should be super-scribed with the name of the post applied for.
15. In case of any dispute, the decision of the Management will be final.
16. Legal jurisdiction in case of any dispute arising out of this recruitment shall be with the Courts of Delhi only.
17. The selected candidates for the Direct Recruitment posts shall have to execute the service agreement bond of specified amount as per the PPCL rules. Also, the selected candidates will be on probation for specified rules as per applicable rules and their regularization shall be subject to successful completion of the probation.
18. Candidates will have to produce the original documents for verification at the time of interview if call for. If any certificate etc. is issued in a language other than Hindi or 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.

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HOW TO APPLY

DETAILED GUIDELINES/PROCEDURES FOR

- A. APPLICATION REGISTRATION
- B. PAYMENT OF FEES
- C. DOCUMENT SCAN AND UPLOAD
- D. TEST STRUCTURE

Candidates can apply online only from 17.12.2019 to 15.01.2020 and no other mode of application will be accepted.

IMPORTANT POINTS TO BE NOTED BEFORE REGISTRATION

Before applying online, candidates should-

- i) scan their :
 - photograph (4.5cm × 3.5cm)
 - signature (with black ink)
 - left thumb impression (on white paper with black or blue ink)
 - a hand written declaration (on a white paper with black ink) (text given below) ensuring that the all these scanned documents adhere to the required specifications as given in Annexure III to this Advertisement.
- ii) Signature in CAPITAL LETTERS will NOT be accepted.
- iii) The left thumb impression should be properly scanned and not smudged. (If a candidate is not having left thumb, he/she may use his/ her right thumb for applying.)
- iv) The text for the hand written declaration is as follows –

“I, _____ (Name of the candidate), hereby declare that all the information submitted by me in the application form is correct, true and valid. I will present the supporting documents as and when required.”
- v. The above mentioned hand written declaration has to be in the candidate's hand writing and in English only. If it is written and uploaded by anybody else or in any other language, the application will be considered as invalid. (In the case of Visually Impaired candidates who cannot write may get the text of declaration typed and put their left hand thumb impression below the typed declaration and upload the document as per specifications.)
- vi. Keep the necessary details/documents ready to make Online Payment of the requisite application fee/ intimation charges.
- vii. Have a valid personal email ID and mobile no., which should be kept active till the completion of this Recruitment Process. Bank may send intimation to download call letters for the Examination etc. through the registered e-mail ID. In case a candidate does not have a valid personal e-mail ID, he/she

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should create his/her new e-mail ID and mobile no. before applying on-line and must maintain that email account and mobile number.

APPLICATION FEES/ INTIMATION CHARGES (NON REFUNDABLE) PAYMENT OF FEE ONLINE : 17.12.2019 TO 15.1.2020

Bank Transaction charges for Online Payment of application fees/intimation charges will have to be borne by the candidate.

A. Application Registration

1. Candidates to go to the website www.ipgcl-ppcl.nic.in or www.ipgcl-ppcl.gov.in click on the option "**APPLY ONLINE**" which will open a new screen.
2. To register application, choose the tab "**Click here for New Registration**" and enter Name, Contact details and Email-id. A Provisional Registration Number and Password will be generated by the system and displayed on the screen. Candidate should note down the Provisional Registration Number and Password. An Email & SMS indicating the Provisional Registration number and Password will also be sent.
3. In case the candidate is unable to complete the application form in one go, he / she can save the data already entered by choosing "SAVE AND NEXT" tab. Prior to submission of the online application candidates are advised to use the "SAVE AND NEXT" facility to verify the details in the online application form and modify the same if required. Visually Impaired candidates should fill the application form carefully and verify/ get the details verified to ensure that the same are correct prior to final submission.
4. Candidates are advised to carefully fill and verify the details filled in the online application themselves as no change will be possible/ entertained after clicking the FINAL SUBMIT BUTTON.
5. The Name of the candidate or his /her Father/ Husband etc. should be spelt correctly in the application as it appears in the Certificates/ Mark sheets/Identity proof. Any change/alteration found may disqualify the candidature.
6. Validate your details and Save your application by clicking the 'Validate your details' and 'Save & Next' button.
7. Candidates can proceed to upload Photo & Signature as per the specifications given in the Guidelines for Scanning and Upload of Photograph and Signature detailed under point "C".
8. Candidates can proceed to fill other details of the Application Form.
9. Click on the Preview Tab to preview and verify the entire application form before FINAL SUBMIT.
10. Modify details, if required, and click on 'FINAL SUBMIT' ONLY after verifying and ensuring that the photograph, signature uploaded and other details filled by you are correct.

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