



Advt. No. CC/03/2023

**POWERGRID**, a "Maharatna" Public Sector Enterprise under the Ministry of Power, Govt. of India and one of the largest Transmission Utilities in the World and CTU owned subsidiary of POWERGRID incorporated on 28.12.2020, which is in the process of separation from POWERGRID to function as an independent utility and responsible for discharging functions of national importance in relation to its statutory functions under Section 38 of the Electricity Act, 2003, invite bright, committed and Graduates in BBA/BBM/BBS or equivalent qualification from recognized Institute/ University to join their fold as **JUNIOR OFFICER TRAINEE (HR)** for their various Corporate Centre/offices across the country.

#### Vacancies and Breakup

Entity	Total	Remarks
POWERGRID	46	For Region & category-wise breakup of vacancies, please see detailed advertisement available in career section of our website <a href="http://www.powergrid.in">www.powergrid.in</a>
CTUIL	02	

#### Job Specification

<b>Name of Post</b>	Junior Officer Trainee (HR)		
<b>Induction level</b>	Supervisor Trainee (ST) for initial one-year training & S1 grade after completion of training.		
<b>Essential Qualification</b>	Three years full time Graduate Degree – BBA/ BBM/ BBS or equivalent qualification <sup>^</sup> from recognized Institute/ University with not less than <b>Candidates with Post Graduate Degree/Diploma or equivalent<sup>^</sup> higher education qualification shall not be allowed to apply for the post.</b> <sup>^</sup> POWERGRID reserves the right to decide the equivalency in qualification.		
<b>Upper age limit</b>	27 years as on 30.05.2023 (Candidates should have been born on or after 30.05.1996 and on or before 30.05.2005)		
<b>Salary Package</b>	<b>Stipend during training period</b>	<b>Designation &amp; Level on successful completion of training period</b>	<b>Basic pay on Regularization</b>
	Rs. 27500/- pm	Junior Officer (HR) Gr-IV at S1 level in Supervisory category	Rs.25000/- in the pay-scale of Rs.25000-3%-117%
	On regularization, Salary package includes Basic Pay, Dearness Allowance, Perquisites and Allowance as per cafeteria approach, Performance Pay, Company Quarters or HRA, Reimbursement of monthly conveyance expenditure, mobile, laptop, Provident Fund, Gratuity, Pension encashment, Group Insurance, Group Personal Accident Insurance, etc. Corporations also offer excellent facilities like Short and Long-term Loans & Advances including House Building Advance, Medical facilities dependents, etc. to its regular employees in accordance with the policies of the organization from time to time.		

#### Other Details:

<b>Service Agreement Bond</b>	The selected candidates on training will be required to execute a service agreement bond of Rs.2,50,000/- for General and OBC (NCL)/EWS and Rs. 1,25,000/- for SC/ST/PwBD candidates for serving the Corporation for a minimum period of three years after completion of training successfully.
<b>Application Fees</b>	Payment of Application fee (Non-refundable Rs. 300/-, wherever applicable): For detailed instructions regarding payment of the application fee, Click here: ( <a href="https://www.powergrid.in/online-payment-application-fees">https://www.powergrid.in/online-payment-application-fees</a> ). Car requested to go through the instructions carefully and ensure payment of fees on time.

#### Relaxations and Concessions

Reservation/ Relaxation/ Concession to candidates belonging to OBC (NCL)/ EWS/ SC/ ST/ PwBD/ Ex-SM/ J&K Domicile / Victims of Riots category shall be as per Government of India directives.

#### Selection Process

The selection process shall consist of Application Scrutiny, Written Test / Computer Based Test of eligible candidates, Document Verification (DV), Computer Skill Test (CST) and Employment Medical Examination.

<b>Application Scrutiny</b>	As per eligibility criteria mentioned in detailed advertisement,		
<b>Written Test/ Computer Based Test</b>	Admission to the test will be on production of Admit Card and Original ID Proof. Candidates have to download their Admit Cards through our portal. <b>Admit Card will not be sent by Post.</b>		
	<b>Test Duration</b>	2 hrs. (Extra time allowed to PwD/ PwBD candidates as per GOI directives)	
	<b>Questions</b>	<ul style="list-style-type: none"> <li>● Objective Type</li> <li>● Part-I [Professional Knowledge (PKT)] - 120 Questions and Part-II [Aptitude Test (AT)] - 50 Questions</li> <li>● All questions carry equal marks (1 mark)</li> <li>● Wrong and multiple answers would result in negative marks of ¼.</li> </ul>	
		As per posts reserved for the respective category in respective Region:	
		<b>Vacancy Reservation</b>	<b>Qualifying Criteria</b>
	<b>Test qualifying criteria</b>	Unreserved Vacancies	Minimum 30% in each: Part-I & Part-II <b>separately</b> and Minimum 40% marks in aggregate
		Reserved Vacancies	Minimum 25% in each: Part-I & Part-II <b>separately</b> and Minimum 30% marks in aggregate
	Candidates who qualify in Written Test/ Computer Based Test on merit as per qualifying criteria mentioned in detailed advertisement, will be called for Computer Skill Test in the ratio of 1:5 for vacancies up to 3, 15 for vacancies of 4 and 1:3 for vacancies of 5 or more advertised in any category. Number of candidates called for Computer Skill Test may change as per availability of suitable candidates at cut-off.		
<b>Document Verification &amp; Computer Skill Test</b>	The Computer Skill Test will be of Qualifying in nature and Qualifying marks in test shall be 50% for Unreserved/ EWS and 40% for reserved candidates if posts reserved for the respective category in respective Region.		
<b>Empanelment of Candidates</b>	Those who qualify in Computer Skill Test shall be empaneled in order of merit as per their marks in written test. Final merit for selection will be decided on marks secured by the candidates in Written Test/ Computer Based Test (100% weightage) subject to qualifying in Computer Skill Test which is of qualifying nature and carries no weightage in the final merit.		
<b>Offer of Appointment &amp; Pre-employment Medical Examination</b>	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. <b>Health Standards:</b> Candidates must ensure that they meet POWERGRID's health standards before applying. For details of standards on medical fitness, please visit career section of our website <a href="http://www.powergrid.in">www.powergrid.in</a> .		

#### How to Apply

- Interested and eligible applicants must visit the career section of POWERGRID website [www.powergrid.in](http://www.powergrid.in) and refer to our detailed advertisement (Advt.No. CC/03/2023) for information regarding Category-wise break up of vacancies, Essential Qualification, Relaxation and Concession, Selection Process, Qualifying Criteria etc.
- Candidates have to register themselves online at POWERGRID website at <https://www.powergrid.in> from 15.05.2023 to 30.05.2023.
- Candidates (Other than SC/ST/PwBD/Ex-SM) are required to pay Rs. 300/- as non-refundable application fee, through online Payment Gateway during the application process.

Eligible candidates may note that "Recruitment of Junior Officer Trainee (HR) is being conducted on regional basis against requirement of concerned regions. Candidates joining in such positions in regions are not entitled for inter-region transfer request."

#### POWER GRID CORPORATION OF INDIA LIMITED

(A Government of India Enterprise)  
Corporate Office: Saudamini, Plot No. 2, Sector-29, Gurugram, Haryana - 122 001  
Registered Office: B-9, Qutab Institutional Area, Katwaria Sarai, New Delhi 110 016  
[www.powergrid.in](http://www.powergrid.in), CIN: L40101DL1989GOI038121

**A Maharatna PSU**