



सोलर एनर्जी कॉर्पोरेशन ऑफ इंडिया लिमिटेड

(भारत सरकार का उपक्रम)

Solar Energy Corporation of India Limited

(A Government of India Enterprise)

SOLAR ENERGY CORPORATION OF INDIA LIMITED

(A Government of India Enterprise)

6th Floor, Plate - B, NBCC Office, Block Tower -2, East Kidwai Nagar,

New Delhi – 110023

CIN No. U40106DL2011GOI225263

NOTIFICATION NO: 02/2024

SECI invites applications for various position of Young Professional from talented, innovative and dynamic candidates who are keen to demonstrate their proven academic, credential, professional achievements. Details of the same are given below:

Sl. No	Name of Position	Number of Positions	Eligibility Criteria
1.	YP (Finance)	03	<p>Minimum Qualification: CA / CMA / 2 years MBA with Specialization in Finance with minimum 60% marks or equivalent CGPA from recognized University/ Institutes.</p> <p>Experience: Candidate should possess 03 years of post-qualification inline executive experience in an organisation of repute.</p> <p>Age Limit: 30 Years</p>
2.	YP (Information Technology)	02	<p>Minimum Qualification: B.Tech/ B.E in Computer Science / Information Technology Engineering or MCA with 60% marks or equivalent CGPA on point scale from recognized University/ Institute.</p> <p>Experience: Candidate should possess 03 years of post-qualification experience in executive position in management of IT hardware/ software/ cloud & network infrastructure/ IT systems & network device (server, router, switch, UTM/ Firewall) administration/ application development/ implementation & maintenance/ cyber security/ SAP / ERP/ IT/OT systems & application audit/ VAPT.</p> <p>Age Limit: 30 years</p>



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3.	YP (Office of C&MD)	01	<p>Minimum Qualification:</p> <p>(a) Bachelor of Engineering/ B. Tech OR</p> <p>(b) Masters in Science / Technology/ Computer Application/ Commerce/ Statistics/ Maths/ Economics/ Management / Communication Development / PG Diploma in Management including that of one year Executive PGP; OR</p> <p>Experience: Candidate should possess 3 years of post-qualification work experience at executive position in an organization of repute. Candidate should possess good analytical skills. He should be computer savvy and expert in preparing Power Point Presentations, adapt in preparing MIS etc.</p> <p>Job Overview: To assist / support CMD in various functions.</p> <p>Age Limit: 30 years</p>
4.	YP (Human Resource)	01	<p>Minimum Qualification:</p> <p>(a) Degree in any Discipline and</p> <p>(b) Two years Masters in Business Administration with Specialization in Human Resource Management with 60% marks or equivalent CGPA from recognized Institute/University</p> <p>Experience: Candidate should possess 03 years of post-qualification experience at executive position in the field of Human Resource in an organisation of repute dealing with Personnel & Administration matters, preferably in any of the following areas - Establishment matters/ Policy Advocacy/ Industrial Relations/ Recruitment and Promotion/ Manpower planning/ Performance Appraisal System / General Administration activities/ Statutory Compliance and other related matters.</p> <p>Age Limit: 30 years</p>



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5.	YP (Corporate Planning)	01	<p>Minimum Qualification:</p> <p>(a) B. Tech in any discipline and</p> <p>(b) MBA/PGDM (Finance or any combination thereof, Power Management/ Strategic Management/ Corporate Strategy) with minimum 60% marks or equivalent CGPA from recognized University/ Institutes.</p> <p>Experience: Candidate should possess 03 years of post-qualification experience at executive position in an organisation of repute handling data analytics, market research for renewable energy projects, and developing global perspectives on the power sector. Experience should includes crafting business proposals, utilizing business forecasting methods, monitoring industry developments and providing data-driven insights, performance metrics such as NPV/IRR, and development of predictive models to assess project feasibility and financial performance.</p> <p>Job Overview: The Young Professional - Corporate Planning will be responsible for analysing data to support strategic decision-making within SECI. The role involves working closely with various departments to collect, process, and interpret data, driving insights for corporate planning, project evaluation, and organizational growth.</p> <p>Age Limit: 30 years</p>
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ON-LINE REGISTRATION OPENS ON 03.10.2024 (11:00 A.M) AND WILL BE CLOSED ON 02.11.2024 (5:00 P.M).



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OTHER TERMS & CONDITIONS:

1. Only Indian Nationals are eligible to apply.
2. The Applications should be submitted ONLINE on the website: www.seci.co.in. Applications sent other than the prescribed mode will stand rejected.
3. The candidate will be required to register before applying.
4. The candidate should upload a photograph and signature as per the specified size.
5. The cut-off date for determining the age limit and post-qualification experience will be the closing date of the notification of the vacancies.
6. The Apprenticeship Training under the Apprentice Act 1961 shall not be considered for Executive positions. Management/ Executive Trainee experience or Internship experience shall not be considered for Executive positions.
7. Full-Time Consultancy/ Young Professionals Experience shall be considered for Executive positions.
8. Working experience in a commercial entity/ company of repute will only be considered for executive positions.
9. All qualifications must be from UGC-recognized Indian University / UGC-recognized Indian Deemed University or AICTE-approved Autonomous Indian Institutions/ concerned statutory council (wherever applicable). Candidates having Qualifications through Distance Learning mode are also eligible.
10. A candidate may offer his candidature for more than one position if he is fulfilling job specifications and, in such case, the candidate has to make a separate application for each post.



11. Before filling application online, candidates should keep ready all the required documents in support of educational qualification, experience certificate, pay slips for last three months, age limit etc. Incomplete applications and applications submitted with blur/ fade document proof will be summarily rejected.
12. Application registered without/ incomplete documents in support of eligibility criteria shall be summarily rejected. Applications in which the essential qualification or eligibility w.r.t specification cannot be fully ascertained will be liable for rejection. Hence, candidates are advised to properly fill out the application and provide the necessary documents. Subsequent claims for eligibility will not be entertained.
13. No correspondence will be entertained for calling of candidates for any of the selection processes or non-selection. The decision of SECI in this regard will be final and binding on all the candidates. The stages of the selection process will be continuously displayed on the website: www.seci.co.in under the head 'career' and candidates are advised to visit the website from time to time.
14. Candidates are required to possess a valid e-mail ID. SECI will not be responsible for bouncing back any e-mail sent to the candidates.
15. The candidates applying should ensure that they fulfill all eligibility conditions. Their admission at all stages is purely provisional.
16. Verification of documents with the original certificates of issuing organizations. The candidature of a candidate shall be cancelled at any point in time if the candidate is found not meeting the advertised eligibility criteria/ or has submitted wrong/false information.
17. The prescribed qualifications/experience constitutes minimum standards and mere possession of the same will not entitle a candidate to be called for a written test/ interview. SECI reserves the right to raise such minimum eligibility standards. Management of SECI also reserves the right to fill or not to fill all or any of the notified positions without assigning any reason thereof. Only shortlisted candidates who are found eligible based on the notified specifications and the candidature given in their



application form will be called for a Written Test / GD / Interview, as the case may be. SECI reserves the right to raise the minimum eligibility standards.

18. Depending on the requirement, the company reserves the right to cancel/restrict/curtail/enlarge the number of vacancies, if the need so arises, without any further notice and without assigning any reason thereof.
19. SC / ST / OBC-NCL/EWS/ PwBD candidates should possess a valid Certificate in the prescribed format as per the Government guidelines.
20. Candidates employed in government departments/ Public Sector Undertakings/ Autonomous Bodies shall either forward their application through the proper channel or must produce a No Objection Certificate (NOC) from their present employer if they qualify up to the stage of the Interview.
21. Candidature of a registered applicant is liable to be rejected at any stage of the recruitment process / Candidate's employment will be terminated/cancelled after recruitment, on or after joining if;
 1. any information/documents submitted by the candidate is found to be false or
 2. suppressed relevant information or
 3. if not found to be in conformity with the eligibility criteria mentioned in the advertisement.
22. Whenever a general 03-year degree course is awarded without Honours the percentage (%) of marks in the degree should be indicated in the application on the basis of the aggregate/average of the marks in all subjects in all the years/semester (as per norms adopted by the University/ Institute).
23. Whenever CGPA / OGPA or Letter Grade in a Degree is awarded, an equivalent percentage of marks should be indicated in the application as per norms adopted by the University / Institute. If called for document verification, the candidate will have to produce a certificate issued by the appropriate authority inter alia stating the norms of the University/Institute regarding the conversion of grades into percentages and the



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percentage of marks by the candidates in terms of norms. In case it is not available, the decision of SECI shall be treated as final.

24. SECI reserves the right to change the selection criteria and cancel the recruitment process without assigning any reason thereof. Further, no claim will arise for appointment, if some of the vacancies are not filled due to unsuitability/insufficient number of candidates.
25. Candidates already removed/terminated/ deserted their employment from SECI Ltd will not be considered.
26. Any canvassing directly or indirectly by the applicant shall disqualify his/her candidature.
27. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of DELHI Court only.
28. All information regarding this recruitment process will be made available in the career section of the SECI website. Applicants are required to check the website periodically for important updates. Once registered for SECI, all correspondence shall be made through their registered e-mail ID.
29. Any further addendum/corrigendum/updates will only be published on our website www.seci.co.in under the section 'career'.
30. In case any dispute arises on account of interpretation in language versions other than English, the English version shall prevail.
31. Standards terms and conditions for induction is placed at Annexure -I.



Terms and Conditions for induction of Young Professionals in the Solar Energy Corporation of India Limited

1. Contractual terms and conditions

1.1. Legal Status: The Young Professional shall have the legal status of an independent Consultant vis-a-vis, SECI and shall not be regarded, for any purposes, as being either a “staff Member” of SECI, an “official” of SECI. Accordingly, nothing with or relating to the Contract shall establish the relationship of employer and employee, or of principal and agent, between SECI and the Young Professional.

1.2. Standards of Conduct:

1.2.1. In general, the Young Professional shall neither seek nor accept instructions from any authority external to SECI in connection with the performance of the obligations under the Contract. The Young Professional shall not take any action in respect of the performance of the Contract or otherwise related to his/her obligations under the Contract that may adversely affect interests of SECI, and the Young Professional shall perform his/her obligations under the Contract with the fullest regard to the interest of SECI. In the performance of the Contract the Young Professional shall comply with the standards of Conduct. Failure to comply with the same is ground for termination of the Contract.

1.2.2. Prohibition of Sexual Exploitation and Abuse: In the performance of the Contract, the Young Professional shall comply with the “Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013”. The Young Professional acknowledges and agrees that any breach of any of the provisions hereof shall constitute a breach of an essential term of the Contract, and, in addition to any other legal rights or remedies available to any person, shall give rise to grounds for termination of the Contract.

1.3. Title Rights, Copyrights, Patents and Other Proprietary Rights:

Title to any equipment and supplies that may be furnished by SECI to the Young Professional for the performance of any obligations under the Contracts shall rest with SECI and any such equipment shall be returned to SECI at the conclusion of the Contract or when no longer needed by the Young Professional. Such equipment, when returned to SECI shall be in the same condition as when delivered to the Young Professional, subject to normal wear and tear, and the Young Professional shall be liable to compensate SECI for any damage or degradation of the equipment that is beyond normal wear and tear. The Solar Energy Corporation of India Limited shall be entitled to all intellectual property and other proprietary rights. Including, but not limited to patents, copyrights and trademarks, etc. with regard to any products, processes, innovative ideas, know-how documents and other material which



the young professional has developed for the SECI under the contract and which bears a direct relation to or are produced or prepared or collected in consequence of, or during the course of, the performance of the contract. Subject to the foregoing provisions, all documents, works, etc. compiled or received by the young professional under the contract shall be the property of the SECI.

1.4. Confidential Nature of Documents and Information: The Young Professional would be subject to the provisions of the Indian Official Secrets Act, 1923. The Young Professional shall not, except with the previous sanction of SECI or in the bona fide discharge of his or her duties, publish a book or a compilation of articles or participate in radio broadcast or contribute an article or write a letter in any newspaper or periodical either in his or her own name or anonymously or pseudonymously in the name of any other person. If such book, article, broadcast or letter relates to subject matter assigned to him/her by SECI.

1.5. Use of Name, Logo or Official Seal of SECI: Young Professional shall not advertise or otherwise make public for purposes of commercial advantage that he/her has a contractual relationship with SECI, nor shall the Young Professional, in any manner whatsoever use the name, logo or official seal of SECI, or any abbreviation of the name of SECI in connection with any business or otherwise without the written permission of SECI.

1.6. Travel, Medical Clearance and Service Incurred Death, Injury or Illness:

1.6.1. SECI may require the Young Professional to submit a Statement of Good Health from a recognised physician prior to commencement of work in any offices or premises of SECI.

1.6.2. In the event of the death, injury or illness of the Young Professional which is attributable to the performance of services on behalf of SECI under the terms of the Contract while the Young Professional is traveling at SECI expense or is performing any services under The Contract in any office or premise of SECI or Government of India, the Young Professional or the Young Professional's dependents, as appropriate, shall not be entitled to any compensation.

1.7. Termination: SECI can terminate the **contract at any time without prior notice and without providing any reason for it.** However, in the normal course it will provide one month's notice to the individual Young Professional. The individual Young Professional can also seek for termination of the Contract upon giving one month's notice to the SECI.

1.8. Arbitration: Any dispute, controversy or claim between the parties arising out of the Contract, or the breach, termination, or invalidity thereof, unless settled amicably, as provided above, shall be referred by either of the parties to the Managing Director/ SECI for arbitration. If needed MD may appoint an arbitrator for the settlement of the controversy.



1.9. Conflict of Interest: The individual Young Professional shall be expected to follow all the Rules and Regulations of SECI which are in force. He/she will be expected to display utmost honesty, secrecy of office, and sincerity while discharging his/her duties. In case, the services of the individual Young Professional are not found satisfactory or found in conflict with the interests of the SECI or Govt. of India, his/her services will be liable for discontinuation without assigning any reason.

2. General Terms & Conditions

2.1. Period of Induction: The period of induction is proposed to be initially for one year and maximum of three years; continuation beyond first and subsequent year to be contingent on satisfactory annual performance review and as per the functional need of SECI. There will be no extension beyond third year.

2.2. The appointment of individual YPs would be temporary nature.

2.3. The Young Professionals will be appointed on full-time basis and would not be permitted to take up any other assignment during the period of consultancy with SECI.

3. Age Limit and Remuneration:

3.3. Age: Not exceeding 30 years on the date of closing of advertisement.

3.4. Remuneration: The remuneration to these Professionals is proposed to be consolidated fixed amount of Rs. 70,000/- per month for first year, Rs. 75,000/- per month for second year, and Rs. 80,000/- per month for third year, for candidates who opt for three-year induction. The consolidated remuneration will be inclusive of all applicable taxes. No allowances such as Dearness Allowance, House Rent Allowance, Residential Telephone, CGHS, Medical Reimbursements etc. are admissible.

4. Admissibility of TA/DA: No TA DA shall be admissible for joining the assignment or on its completion. The Young Professional may require to undertake domestic tours subject to approval of the Competent Authority and they will be allowed following TA/DA:

Mode of Journey	Reimbursement of Hotel, Taxi and Travelling Allowance
Air in Economy Class or by rail AC in Tier-II	Hotel Accommodation of up to Rs. 6000/- per day in X Class cities; Rs 4800/- per day in Y Class cities & Rs 3600/- per day in Z Class cities; Taxi Charges of up to Rs. 3000/- per week for travel within the city and Travelling Allowance of Rs. 800/- per day shall be allowed.



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5. **Leave:** The Young Professionals shall be eligible for 12 days leave for induction period of one year on pro-rata basis. Therefore, he/she shall not draw any remuneration in case of his/her absence beyond 12 days in a year (calculated on a pro-rata basis). Also, un-availed leaves in a calendar year cannot be carried forward to next calendar year. This company would be free to terminate the contract in case of absence of a Young Professional by more than 15 days without prior intimation beyond the entitled leave in a calendar year.
6. **Tax Deduction at Source:** The Income Tax or any other tax liable to be deducted, as per the prevailing rules will be deducted at source before effecting the payment for which SECI will issue TDS Certificate(s). Goods and Services Tax, as applicable, shall be admissible to the Young Professionals. SECI undertakes no liability for taxes or other contribution payable by the Young Professional on payments made under this Contract.
