



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

(An ISO Certified Company)

CIN No. U40106DL2011GOI225263

Notification No.: 03/2024

Solar Energy Corporation of India Limited (hereinafter referred to as SECI) is a NAVRATNA schedule 'A' CPSE under the Administrative jurisdiction of Ministry of New & Renewable Energy. SECI has been named as one of the Renewable Energy Implementing Agencies (REIAs) of India which is continuously working towards fulfilling the goals for sustainable development.

S. No.	Position/ Grade	Pay scale in (IDA)	No. of posts	Minimum Qualification	Experience & Age Limit
1	General Manager (Project Management) (E-8 Grade)	₹120000– 280000/- (IDA)	1 (UR)	Essential: B.E/ B. Tech in Electrical/Civil/Mechanical discipline with minimum 60% marks or equivalent CGPA from a recognized University/ Institute. Desirable: M.E./ M.Tech / Two years Post Graduate Degree or Diploma in Marketing / Finance or a combination of both / Power Management / Strategic Management / Corporate Strategy.	Candidate should possess a minimum of 22 years of post-minimum eligible qualification experience in renewable energy/ power sector in an executive position, in an organization in execution of projects and handling Land acquisition/ liaisoning with State Nodal agencies/ State Regulating agencies/ Local administration/ Central agencies required for Renewable Projects out of which: (a) Minimum 05 years of experience in last 10 years of service should be in Project Execution of Renewable/ Thermal / Hydro/ Wind / Solar power plant.

					<p>(b) In addition to the requirements at (a), candidate in the last 5 years should have experience in Solar/ Wind site execution of minimum capacity 100 MW project.</p> <p>Applicant if working on a regular basis in PSU/ Govt should have completed at least 2 years of service in the payscale of ₹100000-260000/- (IDA) or higher grade (IDA) or equivalent CDA grade (Level- 13 (123100-215900) (revised)/PB-4+GP Rs 8700) (pre-revised)</p> <p>Applicant if working in the Private Sector must have 2 years of service in a Company of repute drawing an annual CTC of ₹ 50 Lacs</p> <p>Desirable:</p> <p>Knowledge of Project Planning / Labour rules / Safety requirements / Quality procedures / Grid compliance protocols for Solar or Wind Projects.</p> <p>Age Limit: 55 Years</p>
2.	General Manager (Contracts & Procurement) (E-8 Grade)	₹120000-280000/- (IDA)	1 (UR)	<p>Essential:</p> <p>Applicant should be an Engineering Graduate preferably in Electrical/ Solar/ Power Engineering/ Power Systems Engineering/ Energy Engineering/ Renewable Energy Engineering with minimum 60% marks or equivalent CGPA from recognized University/ Institute.</p>	<p>Candidates should have minimum 22 years of post-minimum eligible qualification, having experience in an executive position in renewable energy/ power sector in an organization out of which at least 05 years experience in last 10 years of service in handling high value contracts in power</p>

				<p>Desirable: Two years Post Graduate Degree or Diploma in Materials Management/ Supply Chain Management/ Logistics Management with 60% marks or equivalent CGPA from recognized Institute/ University</p>	<p>sector/ projects plant & machinery, operation & maintenance/ EPC based PMC Projects/ manufacturing tender for solar PV module and miscellaneous tenders for services such as IT/ manpower/ Admin procurement.</p> <p>Applicant if working in regular basis in PSU/ Govt should have completed at least 02 years of service in the pay scale of Rs. 100000 – 260000/- (IDA) or equivalent CDA scale. [Level- 13 (123100-215900) (revised)/PB-4+GP Rs 8700 (pre- revised)]</p> <p>Applicant if working in Private sector must be having 02 years of service in a Company of repute drawing annual CTC of ₹ 50 Lacs</p> <p>Age Limit: 55 years</p>
3.	Additional General Manager (Human Resource & Administration) (E-7 Grade)	₹100000-260000/-	01(UR)	<p>(a) Minimum eligible qualification: Degree in any Discipline with 60% marks or equivalent CGPA from a recognized Institute/University and</p> <p>(b) Two years Post Graduate Degree in Business Administration / Business Management with a Specialization in Personnel Management / HRM / HR & Administration with 60% marks or equivalent CGPA from a recognized Institute/University.</p> <p>(or) Post Graduate Degree / Diploma of minimum two years duration in Personnel Management / HRM / HR & Administration with 60% marks or equivalent CGPA from a recognized Institute/University.</p> <p>(or)</p>	<p>Candidate should have a minimum of 16 years of post-minimum eligible qualification executive experience in a Govt/ PSE/Autonomous Body/ Private organization, out of which at least 5 years' experience should be there in the field of Personnel Management / HRM/ IR(Industrial Relations)/CSR/ HR & Administration and Boundary Management having done work related to Manpower Planning, Recruitment & Selection/ Establishment & Policy Matters/ Training & Skill Development, Competency and Leadership Mapping/ Performance Management/ HR Branding, Employee Relations & Welfare.</p>

			<p>The officials working under Govt/PSEs/Autonomous bodies holding similar work profile charge i.e., Personnel Management /HRM / HR & Administration related job profiles for a minimum period of 5 years within the latest/last service period of 10 years.</p> <p>Master / Graduate Degree in Law is desirable.</p>	<p>Applicant if working on a regular basis in PSU/ Govt. should have completed at least 2 years of service in the pay scale of ₹ 90000 – 240000/- (IDA) or equivalent CDA scale. [Level- 12 (178800-209200) (revised)/ PB-3+GP Rs 7600 (pre-revised)]</p> <p>Applicant if working in the Private sector must have 2 years of service in a Company of repute drawing an annual CTC of ₹ 35 Lacs.</p> <p>Age Limit: 48 years</p>
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Vacancies & Reservations:

Name of the Post	Positions
General Manager (Project Management)	01-Unreserved
General Manager (Contracts & Procurement)	01-Unreserved
Additional General Manager (HR & Admin.)	01-Unreserved

1. Reservation/ Relaxation/ Concession to candidates belonging to PwBD/ Ex-Servicemen category shall be as per Government of India directives.

2. Relaxation in Upper Age Limit:**

a) For PwBD candidate	10 years over and above category relaxation
b) Ex-Serviceman	As per Govt. of India directives

**The upper age limit will be considered on the closing date of the advertisement.

3. Persons suffering from not less than 40% of the relevant disability shall only be eligible for the benefit of PwBD.

A) APPLICATION FEE:

Application Fee of Rs. 1000/- for all positions to be paid through online mode. SC/ST and PwBD candidates are exempted from payment of fees. Fee once paid will not be refunded under any circumstances. Application Fees are non-refundable even if the candidature is rejected for any reason. Candidates are therefore requested to verify their eligibility against the post applied for before paying the Application Fee.

B) COMPENSATION PACKAGE:

Besides Basic Pay, Dearness Allowance, Allowances (HRA / Lease), PF, Medical, Gratuity, Performance Related Pay (PRP), New Pension Scheme, Post-retirement medical facilities, House Building Advance, Child Education Loan, Conveyance Advance, Multipurpose Advance, Leave Encashment, Insurance, Mobile & Laptop, etc., are applicable as per Rules of the Company. Protection of Basic Pay of PSU and Govt employees as per DPE guidelines issued from time to time.

C) SELECTION CRITERIA:

Depending upon the number of applications, SECI reserves the right to suitably revise upward the eligibility criteria or limit the number of applications to be called for a particular post based on marks obtained in Graduation/ Post Graduation/Diploma/numbers of years of experience in relevant area/ relevant additional qualification, etc. In case of receipt of a large number of applications for any particular post, Management reserves the right to conduct screening test/ written test/trade test/skill test, etc., as deemed fit.

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 should upload a photograph and signature as per the specified size.
4. The cut-off date for determining the age limit and post-qualification experience will be the closing date of the notification of the vacancies.
5. 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.
6. Full-Time Consultancy/ Young Professionals Experience shall be considered for Executive positions.

7. Working experience in a commercial entity/ company of repute will only be considered for executive positions.
8. 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.
9. 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.
10. Before filling application online, candidates should keep ready scanned copy of:
 - (i) Passport size photograph & signature in jpg/jpeg format (size 20 KB to 50 KB).
 - (ii) SC/ST/OBC (NCL)/EWS/PwBD certificate, if applicable (size 100 KB to 300 KB).
 - (iii) All necessary Pass Certificates and Mark Sheets of Essential Educational Qualifications that make you eligible for the post and other qualifications, if any.
 - (iv) All Post Qualification Experience Certificates mentioning the nature of the job handled, indicating the date of joining and relieving of the posts (e.g. Offer/Appointment letter, Experience Certificate, Last .3 months pay slip on company's letterhead, Form-16, joining/Relieving order, etc.

****Incomplete applications and applications submitted with blur/ fade document proof will be summarily rejected.**

11. The relaxation to the departmental candidates, if any, will be governed by SECI Recruitment Rules.
12. 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.
13. Candidates from the Pvt. sector are required to submit the last CTC (Copy of the latest Pay Slip or Pay Certificate issued by the Competent Authority on the company's letterhead or Income Tax Returns) all salary/pay proofs in support and must be in a position to produce Form 16 in support of Pay Slip/ Certificate in respect of monthly emoluments (if asked for) to establish their eligibility for the post as prescribed in the advertisement.
14. **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.

15. 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.

16. The candidates applying should ensure that they fulfill all eligibility conditions. Their admission at all stages is purely provisional.

17. 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.

18. 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.

19. 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.

20. 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).

21. SC / ST / OBC-NCL/EWS/ PwBD candidates should possess a valid Certificate in the prescribed format as per the Government guidelines.

22. 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.

23. 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.

24. 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 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.

25. 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.

26. Candidates already removed/terminated/ deserted their employment from SECI Ltd will not be considered.

27. Any canvassing directly or indirectly by the applicant shall disqualify his/her candidature.

28. Selected candidates are liable to be posted at any Unit/ Area/ Project under the control of SECI in different States or locations.

29. Any dispute with regard to recruitment against this advertisement will be settled within the jurisdiction of DELHI Court only.

30. 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.

31. Any further addendum/corrigendum/updates will only be published on our website www.seci.co.in under the section 'career'.

32. In case any dispute arises on account of interpretation in language versions other than English, the English version shall prevail.

FOR ABOVE POSTS ON-LINE REGISTRATION OPENS ON 17th December 2024 (11:00 A.M) AND CLOSSES ON 16th January 2025 (5:00 P.M). SECI does not assume any responsibility for the candidates not being able to submit their applications within the last date/time.
