



# ODISHA POWER GENERATION CORPORATION LIMITED

CIN: U40104OR1984SGC001429

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## POWER YOUR CAREER WITH OPGC

### Detailed Advertisement for Recruitment to Various Positions in MBS Roll

Advertisement No: OPGC/CO/HR/03/2024

Date: 06-11-2024

IMPORTANT DATES	
Opening of online submission of application	06-11-2024 (10:00 AM)
Last date of submission of online application	21-11-2024 (05:00 PM)
Last date for receipt of hard copy of application along with requisite documents	28-11-2024 (05:00 PM)

**Odisha Power Generation Corporation Ltd. (OPGC)**, a Government of Odisha Company, operates state of the art thermal power plants at Ib Thermal Power Station, Banharpalli, Jharsuguda. It has a total generation capacity of 1740 MW (2x210 MW in first phase and 2x660MW in second phase). We are looking for dynamic and result-oriented professional for the following positions under **Market Based Salary (MBS) structure and performance-based service conditions on our regular rolls**. Reservation laws as notified by Govt. of Odisha will be followed.

OPGC invites applications from eligible Indian Citizens for the following positions:

#### O&M Department:

Sl. No.	Name of the post	Grade	No. of Posts
1	Manager - Civil	E4	1
2	Manager – Quality	E4	1
3	Assistant Manager – Quality	E1	2
4	Assistant Manager – O&M (AHP Maintenance)	E1	2
5	Assistant Manager – CHP	E1	3
6	Assistant Manager – MGR	E1	1
<b>TOTAL</b>			<b>10</b>

**Reservation of Above Posts:**

Sl. No.	Name of the Post	Grade	No. of Posts	ST	SC	SEBC	UR
1	Assistant Manager	E1	8	2	1	1	4

**Human Resource Department:**

Sl. No.	Name of the Post	Grade	No. of Posts
1	Senior General Manager – HR & IR	E9	1

**Finance Department:**

Sl. No.	Name of the Post	Grade	No. of Posts
1	Manager – Finance	E4	3
2	Assistant Manager – Finance	E1	4
<b>Total</b>			<b>7</b>

**Reservation of Above Posts:**

Sl. No.	Name of the Post	Grade	No. of Posts	ST	SC	SEBC	UR
1	Manager – Finance	E4	3	1	0	0	2
2	Asst. Manager – Finance	E1	4	1	1	0	2

The Number of vacancies in any discipline may increase or decrease by the Corporation without any notice.

**Relaxation for SC, ST, SEBC and Women candidates:**

Category	Age Relaxation
Schedule Caste (SC)	Upper age relaxation by 5 (Five) Years
Schedule Tribe (ST)	Upper age relaxation by 5 (Five) Years
Socially and Educationally Backward Classes (SEBC)	Upper age relaxation by 5 (Five) Years
Women	Upper age relaxation by 5 (Five) Years

- Provided that a person who comes under more than one category mentioned above, shall be eligible for only one benefit of upper age relaxation, which shall be considered most beneficial to him / her.
- The date of birth entered in the Birth Certificate or High School Certificate Examination or equivalent Certificate issued by the concerned Board / Council will only be accepted.
- The date of birth entered in the Birth Certificate or High School Certificate Examination or equivalent Certificate issued by the concerned Board / Council will only be accepted.

**(A) EXPERIENCE AND AGE:**

Sl. No.	Post	Grade	Minimum relevant Experience (As on 01-11-2024) in Years	Maximum Age (As on 01-11-2024) in Years
A	Senior General Manager	E9	25+ Years	56 Years
B	Manager	E4	10+ Years	47 Years
C	Assistant Manager	E1	03+ Years	41 Years

**(B) COMPENSATION AND BENEFITS:**

Compensation will be paid on Market Based Salary (MBS) structure and Performance based Service condition, which will be on Cost to Company (CTC) pattern in line with the industry. The incumbents would be covered by MBS service conditions where performance will be the key to increments, promotion and rewards.

Sl. No.	Post	Grade	Fixed CTC / Per annum (Rs.)	Variable Pay in Grade (% of Fixed CTC)
A	Senior General Manager	E9	29,00,000/-	26%
B	Manager	E4	14,50,000/-	16%
C	Assistant Manager	E1	10,00,000/-	10%

Apart from Fixed and Variable Pay, other allowances / reimbursements will be paid as per OPGC policy as applicable to the grade.

**(C) POST WISE ESSENTIAL QUALIFICATION & EXPERIENCE:**

<b>Department</b>	<b>Civil</b>
Grade / Designation	E4 / Manager
Qualification	Bachelor Degree in Civil Engineering or equivalent with minimum 60% marks
Years of Experience	10 + Years (post qualification)
Age Bar	Maximum 47 Years as on 01/11/2024
Desired Previous Experience	10+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
<b>Essential</b>	Must have at least 5 years' experience in maintenance/construction of ash pond/dyke including Civil infrastructure works.
<b>Desirables</b>	<ul style="list-style-type: none"> <li>• Field Compaction Test of soil used in Dyke, Quality of Construction material such as sand, cement, aggregates, bolder to be used in different ancillary works in order to Construct and maintain Ash Pond Dyke.</li> <li>• Ash Dyke Designing and Construction for construction and maintenance of Ash Pond.</li> <li>• Different types of failure of earthen Embarkment and its remedial Measures.</li> <li>• Survey &amp; Investigation in order to prepare an estimate basing on current schedule of rates of OPWD.</li> <li>• Recording Measurement as per Int. Standard and deriving the quantities actual executed at site for preparation of bill.</li> <li>• Preparation of Technical specification, special condition of contract, BOQ etc. required for floating of a tender.</li> <li>• Plan, develop and administer total budget related to Civil in support of business continuity</li> <li>• Conversant with the analysis and schedule of rates, ability to derive quantities for preparation of estimate.</li> <li>• Guide the team in spare parts planning, inventory control and planning for day-to-day maintenance, Special repairs, renovation and modernization works, construction of additional facilities.</li> <li>• Execution of reliability centered maintenance practices and administration of Maintenance Management System.</li> <li>• Perform a variety of administrative duties as well as responsible for EHS and other relevant compliances.</li> <li>• Responsible for development of subordinates and succession planning, preparing budget forecasts including Capex Budgets, formulating strategy and cost minimization.</li> <li>• Should keep track of expenses with respect to budget allotted, variance.</li> <li>• Must possess excellent leadership, communication, interpersonal skills and interact with piers for better co-ordination.</li> <li>• Knowledge on Quality Management System e.g. (ISO 9000,14000, OSHAS 18000 etc.) &amp; Asset Management System.</li> </ul>

Department	Quality
Grade / Designation	E4 / Manager
Qualification	Bachelor Degree in Mechanical Engineering or equivalent with minimum 60% marks
Years of Experience	10 + Years (post qualification)
Age Bar	Maximum 47 Years as on 01/11/2024
Desired Previous Experience	10+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
<b>Essential</b>	<ul style="list-style-type: none"> <li>• Must have at least <b>5 years'</b> experience in operation &amp; maintenance in the areas of Functionality Quality Assurance Plan and its implementation. <ul style="list-style-type: none"> <li>○ ASNT Level-II in RT, UT, DPT &amp; MPT NDT techniques and relevant field experience.</li> <li>○ Experienced in FQA activities during BTL, AOH and routine maintenance works.</li> <li>○ Experienced in welding of carbon steel, alloy steel, stainless steel, dissimilar welding etc.</li> </ul> </li> </ul>
<b>Desirables</b>	<ul style="list-style-type: none"> <li>• Experience in FQPs (Functionality Quality Assurance Plans) for various maintenance activities and implementation of the FQPs.</li> <li>• Experience in WPS and PQR for various welding works.</li> <li>• Implementation of departmental quality objectives.</li> <li>• Coordination experience among other departments for quality issues and improvement.</li> <li>• Prepare/Review various FQP's, MQP's, SOPs, SMPs, procedures &amp; technique sheet of various welding, PWHT, NDTs, FQP.</li> <li>• Perform/review NDT inspection like DPT, UT, MPI and hardness testing of pressure parts, critical piping stub/ weld joints, turbine blades and materials,</li> <li>• Quality checks on structural works etc. and their documentation.</li> <li>• PWHT Control, monitoring, chart review and hardness inspection of weld joints.</li> <li>• Conduct day to day inspection as per FQPs and make the reports on daily basis.</li> <li>• Conduct welder qualification test for mechanical works and monitor welder performance.</li> <li>• Rotary equipment (TG, Mill, Fan and BOP etc.) alignment inspection.</li> <li>• Monitor inspection in pressure parts during BTL and AOH for thickness survey, DPT, MPI, RT, fit-up, weld visual, hardness, coil alignment etc.</li> <li>• RCA of mechanical maintenance failure.</li> <li>• Incoming material inspection and verification with challan, MDCC, MTC, etc.</li> <li>• Surface profile inspection before painting. Painting DFT, hardness, adhesion test and finishing.</li> <li>• Refractory and insulation inspection.</li> </ul>

<b>Department</b>	<b>Quality</b>
Grade / Designation	E1 / Assistant Manager
Qualification	<ul style="list-style-type: none"> <li>Bachelor Degree in Mechanical Engineering or equivalent with minimum 60% marks</li> <li>Post graduate diploma in power plant O&amp;M from NPTI/CEA approved training institute is preferred.</li> </ul>
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/11/2024
Desired Previous Experience	3 + years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
<b>Essential</b>	<ul style="list-style-type: none"> <li>Must have at least 1 year experience in operation &amp; maintenance in the areas of Functionally Quality Assurance Plan and its implementation.</li> </ul>
<b>Desirables</b>	<ul style="list-style-type: none"> <li>Experience in FQPs (Functionality Quality Assurance Plans) for various maintenance activities and implementation of the FQPs.</li> <li>Experience in WPS and PQR for various welding works.</li> <li>Implementation of departmental quality objectives.</li> <li>Coordination experience among other departments for quality issues and improvement.</li> <li>Prepare/Review various FQP's, MQP's, SOPs, SMPs, procedures &amp; technique sheet of various welding, PWHT, NDTs, FQP.</li> <li>Perform/review NDT inspection like DPT, UT, MPI and hardness testing of pressure parts, critical piping stub/ weld joints, turbine blades and materials,</li> <li>Quality checks on structural works etc. and their documentation.</li> <li>PWHT Control, monitoring, chart review and hardness inspection of weld joints.</li> <li>Conduct day to day inspection as per FQPs and make the reports on daily basis.</li> <li>Conduct welder qualification test for mechanical works and monitor welder performance.</li> <li>Rotary equipment (TG, Mill, Fan and BOP etc.) alignment inspection.</li> <li>Monitor inspection in pressure parts during BTL and AOH for thickness survey, DPT, MPI, RT, fit-up, weld visual, hardness, coil alignment etc.</li> <li>RCA of mechanical maintenance failure.</li> <li>Incoming material inspection and verification with challan, MDCC, MTC, etc.</li> <li>Surface profile inspection before painting. Painting DFT, hardness, adhesion test and finishing.</li> <li>Refractory and insulation inspection.</li> </ul>

<b>Department</b>	<b>O&amp;M (AHP Maintenance)</b>
Grade / Designation	E1 / Assistant Manager
Qualification	<ul style="list-style-type: none"> <li>Degree in Mechanical Engineering or equivalent with minimum 60% marks</li> </ul>

	<ul style="list-style-type: none"> <li>Post Graduate Diploma in power plant O&amp;M from NPTI/CEA approved training institute is preferred.</li> </ul>
Years of Experience	3+ Years (post qualification)
Age Bar	Maximum 41 Years as on 01/11/2024
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
<b>Essential</b>	Must have Mechanical Maintenance experience in a Coal fired power plant of capacity not less than 200/210 MW.
<b>Desirables</b>	<ul style="list-style-type: none"> <li>Responsible for spare parts planning, inventory control and planning for annual overhauling/capital overhauling and day to day Ash handling plant Mechanical maintenance works.</li> <li>Execution of reliability centered maintenance practices and administration of maintenance management system.</li> <li>Perform a variety of administrative duties as well as responsible for EHS and other relevant compliance.</li> <li>Provide plant budget forecasts, Capex Budgets and formulating strategy for maintenance cost minimization.</li> <li>Conversant with modern maintenance management tools like CMMS, RCA and RCM practices.</li> <li>Knowledge on SAP for Maintenance management and spare planning.</li> <li>Thorough Knowledge on work permit system and LOTO practices and its implementation.</li> <li>Knowledge on Asset Management practices.</li> </ul>

<b>Department</b>	<b>CHP</b>
Grade / Designation	E1 / Assistant Manager
Qualification	<ul style="list-style-type: none"> <li>Bachelor's Degree in Mechanical/Electrical or equivalent with minimum 60% marks</li> <li>Post graduate diploma in power plant O&amp;M from NPTI/CEA approved training institute is preferred.</li> </ul>
Years of Experience	3+ Years (post qualification)
Age Bar	Maximum 41 Years as on 01/11/2024
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
<b>Essential</b>	The candidate must have at least one-year similar experience in a coal handling plant of Unit size not less than 200/210MW of Gencos, CPPs or IPPs.

<b>Desirables</b>	<ul style="list-style-type: none"> <li>• Must have excellent communication, interpersonal, analytical and problem-solving skills.</li> <li>• Responsible for Coal handling plant Operation and trouble shooting.</li> <li>• Adequate knowledge on Coal handling plant equipment and their design features.</li> <li>• Knowledge on solid fuel management system.</li> <li>• Knowledge on various safety features associated with Coal handling plant equipment and systems.</li> <li>• Knowledge on operating the Coal handling system from control room using PLC/DCS/Relay based system.</li> <li>• Compliance to various Organizational and Statutory Safety requirements with a belief of "Safety First" in order to foster a non-resilient Safety Culture.</li> <li>• Issuance of Safety work permit, Ensuring the isolation as per Safety work permit.</li> <li>• Must be a team player with an ability and willingness to work with people of different culture and back ground.</li> </ul>
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<b>Department</b>	<b>MGR</b>
Grade / Designation	E1 / Assistant Manager
Qualification	Degree in Mechanical or equivalent with minimum 60% marks
Years of Experience	3+ Years (post qualification)
Age Bar	Maximum 41 Years as on 01/11/2024
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
<b>Essential</b>	Must have at least 1 (one) year experience in maintenance of Broad-gauge railway track.
<b>Desirables</b>	<ul style="list-style-type: none"> <li>• The person should have experience in maintenance &amp; inspection of rail Track including its associated accessories.</li> <li>• Experience in execution of all the works relating to preventive and breakdown maintenance of the track.</li> <li>• Must have sound knowledge about Indian Railway Track Manual, Code &amp; Schedule Dimension.</li> <li>• Knowledge of Spare parts planning, inventory control and planning for day-to-day maintenance of P-way.</li> <li>• Knowledge of having variety of administrative duties like EHS and other relevant compliances, provide budget forecasts, Capex Budgets, formulating strategy and cost minimization.</li> <li>• The person should have knowledge in handling teams of contract workmen.</li> <li>• A thorough knowledge on work permit and LOTO system practices.</li> <li>• Hands on knowledge on SAP, PM &amp; MM modules.</li> </ul>



<b>Department</b>	<b>HR &amp; IR</b>
Grade / Designation	E-9 / Senior General Manager (Sr. GM)
Qualification	<ul style="list-style-type: none"> <li>• Must have more than 50% marks throughout the career.</li> <li>• MBA (HR) / PMIR from a recognized College / University.</li> </ul>
Years of Experience	<ul style="list-style-type: none"> <li>• Must have 25+ years post qualification experience.</li> <li>• Must have 20+ years' work experience in a Central / State PSU /Private Company of repute in an Executive Cadre.</li> </ul>
Age Bar	<ul style="list-style-type: none"> <li>• Maximum 56 Years as on 01/11/2024</li> </ul>
Desired Previous Experience	<ul style="list-style-type: none"> <li>• Candidates having worked in a leadership position in HR Department of Central / State PSU having 200+ regular Executives will be given preference.</li> </ul>
<b>Essential</b>	<ul style="list-style-type: none"> <li>• Total Relevant Experience: 25+Years in Domain Area.</li> <li>• 20+ years of post-qualification experience in the Executive cadre in a Govt./PSU or private company of repute.</li> <li>• Candidate must have worked in the post of senior Executive level in any Central / State PSU or private company of repute in equivalent grade.</li> </ul>
<b>Desirables</b>	<ul style="list-style-type: none"> <li>• Experience in heading the functions of Human Resources, Industrial Relations, Employee Relations and Administration functions at ITPS, Banharpalli.</li> <li>• Knowledge of designing, formulating and implementing human resource strategy / processes in alignment with the business objectives of the organization.</li> <li>• Ensure peaceful and conducive work environment maintaining healthy employee relations amid multiple unions and heterogeneity of service conditions.</li> <li>• Periodic review of organization structure, HR policies and processes; advise Management on best practices and policies related to people processes and systems and work closely with department heads for execution of the same.</li> <li>• Implementing Change Management Practices including Organizational restructuring; Strategize manpower planning and budgeting and monitor adherence to stated targets and manpower budgets.</li> <li>• Develop and implement the Talent Acquisition and Talent Management strategy in line with the business needs.</li> <li>• Facilitate implementation of Performance Management System along with Variable Pay. Provide overall supervision and guidance to divisional/functional heads.</li> <li>• Provide key inputs for Compensation &amp; benefits e.g. philosophy, structure, policy &amp; facilitate inputs for comparison with market-level data; Continuous validation of Market Compensation Structure and grades.</li> <li>• Develop a culture of learning in the organization by implementing competency matrix, identifying gaps and design and implement training and development interventions, including planned interventions.</li> <li>• Design overall framework for the training function, monitoring the training systems design, adherence to budgets and returns on training investment.</li> </ul>

	<ul style="list-style-type: none"> <li>Facilitate IT-enablement of the various HR Services; ensure continuous up-dation of human resources data management on SAP platform.</li> <li>Act as first point of contact for interpretation and implementation of management decisions on organizational process, policy/ strategy change with respect to HR/Administration Function.</li> <li>Monitor the Employee Relations management - Evolve the Industrial Relations strategy to bring in long-term harmony within the Organization.</li> <li>Negotiating and amicably settling disputes with the Unions by initiating and participating in proceedings of dispute settlement machineries; Ensuring proactive actions for grievance redressal and timely meetings with Unions/ Associations.</li> <li>Work closely with the Senior Leadership to develop business continuity plans, by developing contingency mechanisms around competency availability, people and policies.</li> <li>Effective Contract Labour Management and ensuring Statutory Compliances.</li> <li>Discipline Management; Initiation and conclusion of disciplinary Proceedings; Defense in Court cases regarding Labour and Service matters.</li> <li>Mentor and coach subordinates to develop the team's capabilities and build a strong succession pipeline for the role.</li> <li>Maintain strong stakeholder relations with all concerned including Depart of Energy, Govt. of Odisha and other PSUs.</li> </ul>
<b>Preferential Requirement</b>	<ul style="list-style-type: none"> <li>Knowledge of Odia language will be preferred.</li> <li>Candidates having previous work experience in a Thermal Power Plant for at least 5 (five) years will be preferred.</li> <li>Candidates having previous work experience in a Central / State PSU will be preferred.</li> <li>Functional knowledge of SAP - HR Module shall be preferred.</li> </ul>

Department	Finance
Grade / Designation	E4 / Manager
Qualification	<ul style="list-style-type: none"> <li>Degree from a recognized University.</li> <li>Pass in the final examination of the Institute of Chartered Accountants of India (CA) or Institute of Cost Accountants of India (CMA)</li> </ul>
Years of Experience	10 + Years (post qualification)
Age Bar	Maximum age 47 Years as on 01/11/2024
Desired Previous Experience	10+ years of post-qualification experience in relevant area in the executive cadre in a Govt./PSU or private company of repute

<b>Essential</b>	<p>Relevant experience includes experience in the field(s) of Finance/ Accounts/ Taxation/ Cost Accounting/ Auditing etc. in SAP environment. (Experiences obtained after date of declaration of CA / CMA result shall only be considered for this position.</p>
<b>Desirables</b>	<ul style="list-style-type: none"> <li>• Experience in Power sector shall be given preference.</li> <li>• Budgeting / MIS <ul style="list-style-type: none"> <li>○ Preparation of the annual budget and periodic reviews.</li> <li>○ Analyse financial data and variances, providing insights for budget adherence.</li> <li>○ Work with department heads to align financial plans with organizational goals.</li> <li>○ Final accounts / Budget to the top management.</li> </ul> </li> <li>• Financial Statements and Audit <ul style="list-style-type: none"> <li>○ Oversee monthly, quarterly, and annual financial reporting, ensuring accuracy and compliance with statutory requirements.</li> <li>○ Prepare financial statements and coordinate with auditors for audits.</li> <li>○ Ensure compliance with all regulatory and statutory financial requirements.</li> </ul> </li> <li>• Cost Records and Audit</li> <li>• Tax Compliance and Filing <ul style="list-style-type: none"> <li>○ Timely and accurate filing of all direct and indirect tax returns, including income tax, GST, VAT (old), TDS, and other statutory tax requirements.</li> <li>○ Handling litigations related to above</li> <li>○ Prepare and present tax reports for management, highlighting key issues, risks, and opportunities</li> </ul> </li> <li>• Funding <ul style="list-style-type: none"> <li>○ Develop and execute funding strategies for new and ongoing power projects, ensuring alignment with organizational financial goals</li> <li>○ Prepare financial models and analyses to determine optimal funding structures and project viability</li> <li>○ Build and maintain relationships with banks, financial institutions, multilateral agencies, and investment firms</li> <li>○ Structure and negotiate financing deals, including syndicated loans, bonds, and equity investments</li> <li>○ Financial structuring/ restructuring</li> </ul> </li> </ul>

Department	Finance
Grade / Designation	E1 / Assistant Manager
Qualification	<ul style="list-style-type: none"> <li>• Degree from a recognized University.</li> <li>• Pass in the final examination of the Institute of Chartered Accountants of India (CA) or Institute of Cost Accountants of India (CMA)</li> </ul>
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum age 41 Years as on 01/11/2024
Desired Previous Experience	3+ years of post-qualification experience in relevant area in the executive cadre in a Govt./PSU or private company of repute
<b>Essential</b>	<p>Knowledge of accounting in SAP and experience in thermal power projects.</p> <p>Relevant field of experiences includes experience in the field(s) of Finance/ Accounts/ Taxation/ Cost Accounting/ Auditing in power sector etc.</p> <p>(Experiences obtained after date of declaration of CA / CMA result shall only be considered for this position. Further, the articulated training /practical training which are integrated to the curriculum of respective institution shall not be considered as valid experience for this purpose.)</p>
<b>Desirables</b>	<p>Preparation of Accounts, Cost Accounting, Internal Audit, Pricing (tariff), Banking &amp; Treasury Functions, Project accounting, Direct and Indirect Taxation, Coal and Oil procurement/payments, Trade receivables, Trade payables, Assets accounting etc. and specifically interalia includes the followings:</p> <ul style="list-style-type: none"> <li>• Preparation of Loan (project Loan and working capital loan) application and liasioning with Banks and Financial Institutions for the purpose;</li> <li>• Preparation of Cost Records in terms of Companies (Cost Audit and Record) Rules.</li> <li>• Taxation (direct and Indirect)</li> <li>• Processing of vendor invoices</li> <li>• Monitoring of financial health of company, cash flow planning and preparation of financial statements.</li> <li>• Prepare regular MIS reports and summaries of accounting activities.</li> <li>• Preparation of Customer invoices</li> <li>• Computation of power Tariff and preparation of tariff application for approval by the regulator/s</li> </ul>

- In case of educational qualification, in addition to an institute being approved by UGC/AICTE, the particular Degree/Diploma awarded by that institute is also required to be an approved Degree/Diploma.

- The qualifications possessed by candidates must be qualifications acquired through regular full-time courses by attending colleges/institutes and not part-time course, distance learning programs or correspondence courses.
- Preference shall be given to the candidates having relevant additional qualification and work experience in Coal Based Thermal Power Plant.
- Candidates possessing less than 06 (Six) months of work experience in any organization, shall not be taken into account while considering total years of experience. The post qualification experience will be considered in the relevant field of the job for which advertisement has been published.

#### **(D) SELECTION PROCESS:**

- The assessment of short-listed candidates applied against any post, will be made through Personal Interview only. Mere qualifying as per the qualification criteria described above does not give a right for shortlisting for the interview.
- The candidates will be selected based on the performance in Personal Interview, organizational requirement and vacancies to be operated.
- In the event of large number of short-listed candidates, the Management reserves the right to raise the minimum eligibility standards/criteria by taking into account the qualification and/or experience to restrict the number of candidates for assessment/ Personal Interview.

#### **(E) MEDICAL FITNESS:**

- The final placement of the candidate is subject to his / her medical fitness as per Company's prescribed standard and other parameters/ joining formalities.
- The selected candidate needs to be medically fit as per medical rules of the Company. No relaxation in health standards as indicated in the medical rule of the Company is allowed.

#### **(F) PLACEMENT:**

- The selected candidates will undergo a probation period of minimum 1 (one) year from the date of joining.
- Selected candidates will be positioned at ITPS, Banharpalli, Jharsuguda, Odisha as per the requirement of OPGC. During the probation period and/or after confirmation, selected candidates will be posted in the OPGC establishments anywhere in Odisha & may be transferred as per the organizational requirement. The selected candidates may be assigned jobs/ functions/ assignments as per the requirements of the Company.

#### **(G) HOW TO APPLY:**

- The candidates need to apply online in the career section of OPGC website ([www.opgc.co.in](http://www.opgc.co.in)) from **10:00 AM of 06-11-2024 to 5:00 PM of 21-11-2024**. The candidate should click on the online application link, read the instructions carefully and fill-in the online

application form giving accurate information. If the online application is not successfully completed, candidate is required to register again.

- No request with respect to change in any data entered by the candidate will be entertained once the online application is submitted successfully. While applying online, candidate needs to upload the scanned copy of their recent passport size colour photograph & signature. In case, the candidate is called for Personal Interview, he/she will be required to produce his/her original certificate and other relevant documents as mentioned in the on-line application form.
- Recent colour passport size photograph and signature to be uploaded in the prescribed format (.jpg/.jpeg)

	<b>File Size</b>	<b>Dimension</b>
Photograph	25 KB to 50 KB	3.5 cm X 4.5 cm
Signature	25 KB to 35 KB	3.5 cm X 1.5 cm

**Note: Candidate should ensure that the same passport size color photograph is used throughout this recruitment process.**

- The downloaded application with self-attested photocopies of all requisite documents in support of the information given by the candidate in his/her on-line application should reach the following address by speed post / courier:

**Dispatch Section,  
XIM University,  
Plot No: 12 (A),  
Nijigada, Kurki,  
Harirajpur,  
Odisha - 752050**

- **Name of the post applied for should be super-scribed on the envelop used for sending the hard copy of the application.**

Example. **“MANAGER – CIVIL”**

- No application will be received by hand. No manual / paper application will be entertained directly unless registered and applied online.
- The hard copy application must reach the above-mentioned address along with self-attested copies of all requisite documents by **5:00 PM of 28-11-2024**.
- Mere submission of Online application is not sufficient for consideration of candidature.
- OPGC will not be responsible for any candidate for not being able to submit their online application within the last date, on account of system error or for any other reason whatsoever.
- Only Indian Nationals are eligible to apply.

#### **(H) INSTRUCTION TO THE CANDIDATES:**

- The candidate should ensure that he/she fulfills the eligibility criteria and other conditions as mentioned in this advertisement. Mere submission of application or meeting the advertised specification does not entitle the candidates' eligibility for the post. In case, it is detected at any stage of recruitment/ selection/even after appointment that the candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect/false information or has suppressed any material fact(s), his/her candidature/appointment will automatically stand cancelled, as the candidature/appointment would be deemed to be void ab initio.
- The e-mail id and mobile number mentioned in the application form must remain valid for one year. All future communication with the candidates will take place through e-mail only. OPGC will not be responsible for any loss/non-delivery of e-mail/any other communication sent, due to invalid/wrong id or due to any other reason.
- Candidates working in PSUs/Govt. should apply through proper channel or produce “**No Objection Certificate**” at the time of interview. However, in case of failing in this regard, the candidate would only be allowed to join, if selected, after formal release order from his present organization.
- Candidates belonging to SC/ ST and SEBC categories will be reimbursed to and fro fare (3<sup>rd</sup> AC Train fare / bus fare or equivalent amount) as per company's policy from their communication address mentioned in the on-line application for attending the Personal Interview on production of original ticket.
- No change in communication address will be entertained at a later stage for the purpose of reimbursement of TA.
- OPGC reserves the right to raise the minimum eligibility standards. The Management reserves the right to fill up or not to fill up the above position without assigning any reason whatsoever. OPGC also reserves the right to cancel/restrict/modify/alter the recruitment process and also reserves the right to increase or decrease the no. of posts advertised, if need arises without issuing any further notice or assigning any reason whatsoever.
- Canvassing by a candidate in any form or means shall disqualify his/her candidature.
- OPGC reserves the right to cancel the whole of the recruitment process or any part thereof without assigning any reason.
- Any dispute with regard to the said recruitment will be settled within the jurisdiction of Bhubaneswar only under the judicature of High Court of Orissa.

#### **Note:**

1. All-important notifications & updates regarding this recruitment shall be hosted in the OPGC website in the Career Section and accordingly all applicants are advised to visit the site regularly.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. OPGC will not be responsible for network problems or any other problem in submission of online Application.

**(I) FACILITATION SUPPORT:**

For any guidance / technical support on filling up the On-line Application, the candidate may contact the **Help Desk Telephone Number 0674-2354859 / Mob: 8480904123** or email: [webmaster@opgc.co.in](mailto:webmaster@opgc.co.in) on all working days between 10:00 AM to 5:00 PM.

For information regarding advertisement & recruitment, please e-mail us at [recruitment@opgc.co.in](mailto:recruitment@opgc.co.in)

**Wish you all the best!**

**Manager (HR & Admin.)**

Odisha Power Generation Corporation Ltd.

Zone-A, 7th floor, Fortune Towers,  
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