



Recruitment of Executive Trainee (HR) and Asst. Officer Trainee (PR)

Advt. No. CC/09/2019

Date: 13.03.2019

Power System Operation Corporation Ltd. (POSOCO), a Govt. of India Enterprise, under Ministry of Power, Govt. of India, is a Knowledge based organization of national importance. It is responsible for managing the power system operations - a mission critical activity, with security, economy and reliability. To achieve this, it has adopted a multi-disciplinary approach with state of the art technology. It ensures equitable use of Transmission Infrastructure and has invested significantly in its human capital and towards strengthening the whole power system faculty. It operates the National Load Despatch Centre and the five Regional Load Despatch Centers.

To take the growth curve to further heights, POSOCO is looking for bright, committed and energetic individuals to join its fold as **EXECUTIVE TRAINEE (HR) and ASST. OFFICER TRAINEE (PR)**.

VACANCIES & RESERVATION

Details of number of vacancies and reservation are indicated below:

Post	No. of Posts / Reservation Status	Essential Qualification
ET (HR)	<i>Details of number of vacancies and reservation shall be indicated separately in the notification to be published on our website under "Career" section before the start of UGC NET JUNE 2019 Examination i.e. 20th June, 2019.</i>	Two years full time Post Graduate Degree/Post Graduate Diploma/MBA HR/Personnel Management/Industrial Relations/Social Work (With specialization in Personnel Management & industrial relations) recognized institute/University with minimum 60 % marks or equivalent.
AOT (PR)	<i>However, reservation shall be provided as per Govt. of India Directives.</i>	Graduate with full time PG degree or Post Graduate Diploma in Mass Communications/Public Relations/Journalism from recognized Institute/University with minimum 60 % marks or equivalent.

**Final Year / Semester students who expect their results by 31st August, 2019 are also eligible, provided they have obtained 60% marks or equivalent CGPA in aggregate of all semesters/years up to pre-final examination*

* Reservation for Persons with Disability (PwD)

The Reservation of Posts for PwD and identification of posts for different sub categories of PwD (as per Govt. of India notification) shall be as indicated below.

Post	PwD Subcategories Eligible to apply
ET (HR)	LD-Locomotor Disability (OL-One Leg/ OA-One arm/ BL-Both legs/ OAL-One Arm & Leg) HH- Hearing Handicapped (PD-Partially Deaf/D-Deaf) VH-Visually Handicapped (B-Blind/LV-Low Vision)
AOT (PR)	Orthopedically Handicapped (OL-One Leg/ OA-One arm) VH-Visually Handicapped (B-Blind/LV-Low Vision)



ELIGIBILITY CRITERIA

a. Criteria in the UGC NET JUNE 2019

Interested Candidates are required to appear in the corresponding papers of **UGC NET JUNE 2019** (National Eligibility Test) as shown below and qualify the same. The qualifying marks shall be as per standards set by **UGC NET JUNE 2019** conducting authority i.e. **NTA (National Testing Agency)**. For details on NET Registration, Examination, qualifying criteria etc. please visit **UGC NET JUNE 2019** official website i.e. www.nta.ac.in and www.ntanet.nic.in

Sl. No	Post Name	Corresponding Papers of UGC NET- 2018
1	ET (HR)	Labour Welfare/Personnel Management/Industrial relations/Labour & Social welfare/Human Resources management (Paper Code 55)
2	AOT (PR)	Mass communication and Journalism (Paper Code 63)

b. Upper Age Limit

28 years as on **31.07.2019** (Candidates should have been born on or after 01.08.1991)

c. Essential Qualification

	ET (HR)	AOT (PR)
Essential Qualification	Two years full time Post Graduate Degree/Post Graduate Diploma/MBA HR/Personnel Management/Industrial Relations/Social Work (With specialization in Personnel Management & industrial relations) recognized institute/University with minimum 60 % marks or equivalent.	Graduate with full time PG degree or Post Graduate Diploma in Mass Communications/Public Relations/Journalism from recognized Institute/University with minimum 60 % marks or equivalent.

- Final Year / Semester students of academic year 2018-19, who expect their results by 31.08.2019 may also be considered eligible, provided **they obtain minimum 60% marks or equivalent CGPA in aggregate of all semesters/years up to pre-final examination at the time of applying for any of the above posts**. Their candidature shall be provisional and will be considered for appointment in the event of selection, only if they meet all the eligibility criteria specified.
- The percentage of Marks in essential qualification shall be considered without rounding off.
- For instruction on conversion of CGPA into percentage, refer to points 5 and 6 of "GENERAL INFORMATION AND INSTRUCTIONS".

- Wherever specialization is mentioned, subjects in specialization required should have been part of the examination cleared and find mention in the final mark sheet / degree certificate or the specialization should be certified by the concerned University/ Institute attended / attending by the candidates. Similarly, in case when a candidate claims to have PG Degree/ PG Diploma/ MBA in an equivalent discipline, she/he shall necessarily have to submit mark sheets indicating subjects studied and certificate from the institute. Candidates must have majority of papers from Human Resource Management. POSOCO at its discretion shall decide the eligibility based on the courses studied/ opted by the candidates during their post-graduation study of the qualification.

RELAXATIONS AND CONCESSIONS

1. Reservation/ relaxation/ concession to OBC (NCL)/ SC/ ST/ PwD/ Ex – SM/ J&K Domiciled/ Victims of riots/ EWS shall be as per Government of India directives. **However, eligibility for UGC NET June 2019 is pre-requisite for applying to POSOCO for ALL candidates, irrespective of their categories.**
2. Persons suffering from not less than 40% of the relevant disability shall only be eligible for the benefit under PwD category. Persons claiming concessions/ relaxations/ reservation under PwD category are required to upload their Disability certificate in the format prescribed by Government of India.
3. **Relaxation in Marks in essential qualification for SC/ST/PwD candidates:** Qualifying Marks in essential qualification is relaxed to **50%**.
4. **Relaxation in Upper Age Limit:**
 - a. For OBC (NCL) candidates : 3 years (for posts reserved for the respective category)
 - b. For SC/ST candidates : 5 years (for posts reserved for the respective category)
 - c. For PwD candidates : 10 years over and above category relaxation
 - d. J&K Domicile / Ex- Servicemen/ : As per Govt. of India directives
Victims of riots
5. **Relaxation / Concession for J&K Domiciled / Ex-Servicemen/ Victims of riots** will be subject to submission of relevant Age relaxation cum Domicile certificate /Discharge certificate etc. in the prescribed format issued by a competent authority at time of interview, if called for.
6. **Reservation and Relaxation for OBC (NCL)** will be subject to submission of latest OBC (NCL) certificate in the format prescribed by the Govt. of India for “Appointment to posts under Govt. of India” from a competent authority at the time of interview, if called for. OBC (NCL) candidates should also submit NCL declaration in the format prescribed by the Govt. of India. The name of caste, community of the candidate must appear in the Central List of OBCs available on National Commission for Backward Classes (NCBC) website- www.ncbc.nic.in. **State list OBC Candidates who are not in OBC-NCL (Central List) must choose General.**
7. **Reservation/ Relaxation / Concession for SC & ST** will be subject to submission of relevant Caste Certificate in the prescribed format issued by a competent authority at time of interview, if called for.
8. **Reservation / Relaxation / Concession for Persons with Disability** is subject to submission of disability certificate in prescribed format issued by the Government Medical Board at the time of interview, if called for. Persons suffering from not less than 40% of the relevant disability shall only be eligible for the benefit for PwD.

9. **Conditions for candidates belonging to Economically Weaker Sections** shall be notified separately. Such candidates are requested to apply for **UGC NET JUNE 2019** examination.
10. Candidates working in POSOCO are advised to refer to internal circular before filling up the application. Trainees working in POSOCO shall not be considered as Departmental Candidate.

SELECTION PROCESS

The Selection Process consists of marks obtained (out of 100) in the following papers of **UGC NET JUNE 2019**, Group Discussion & Personal Interview.

Sl. No	Post Name	Corresponding Papers of UGC NET JUNE 2019
1	ET (HR)	Labour Welfare/Personal Management/Industrial relations/Labour & Social welfare/Human Resources management (Paper Code 55)
2	AOT (PR)	Mass communication and Journalism (Paper Code 63)

Eligible candidates, who will appear in the corresponding papers of **UGC NET (National Eligibility Test) JUNE 2019** and qualify the same (as per the standards set by **UGC NET JUNE 2019 conducting authority**), shall only be eligible to be considered for the next stage of selection subject to meeting the eligibility criteria prescribed by POSOCO.

Qualifying criteria in **UGC NET JUNE 2019 for ET (HR) and AOT (PR)** in POSOCO shall be as per the standards set by **UGC NET JUNE 2019 conducting authority** i.e. NTA (National Testing Agency) and **Interested candidates are required to obtain minimum marks as prescribed by UGC NET JUNE 2019 conducting authority.**

Qualified candidates shall be short-listed category-wise for Group Discussion & Personal Interview based on their **total marks out of 100 (aggregate of paper 1 and paper 2) in UGC NET JUNE 2019**, in the above mentioned papers and as per the criteria decided by management.

Candidates shall obtain information about their status through their candidate login at the POSOCO Online Application System. **Shortlisted candidates shall be able to download their interview call letter and other relevant documents through the candidate login ONLY.** Candidates shortlisted for the Group Discussion and Interview shall be required to bring the documents as mentioned in their interview call letter.

Candidates must qualify in the Personal Interview in order to be considered for empanelment. The qualifying % in interview for different categories will be as decided. Group discussion will not have any Qualifying Marks.

Weightage of Different Parameters

For calculation of final score of a candidate for empanelment, the weightages of marks obtained in **UGC NET JUNE 2019**, Group Discussion and Interview shall be as indicated below:

UGC NET JUNE 2019 Marks (aggregate out of 100)	85%
Group Discussion	3%
Personal Interview	12%
Total	100%



Empanelment of Candidates

Candidates who qualify in the Personal Interview will only be adjudged suitable for empanelment. Therefore it is again reiterated that candidates will have to qualify in **UGC NET JUNE 2019** i.e. obtain minimum prescribed marks and qualify in Personal Interview separately in order to be considered eligible for empanelment.

Please note that only UGC NET JUNE 2019 (scheduled to be conducted from 20th to 28th June 2019) score is valid for this recruitment process. NET score of 2018 or prior is not valid.

The offer of appointment shall be issued to the suitable candidates in the order of category wise merit and based on the requirement.

Selected candidates shall be notified through their login in online application system **ONLY**.

Appointment of selected candidates will be subject to their being found medically fit in the Pre-Employment Medical Examination to be conducted as per [POSOCO Norms and Standards of Medical Fitness](#).

HEALTH

Applicants should have sound health. No relaxation in POSOCO Medical Norms is allowed. For details of standards on medical fitness, please visit career section of our website: www.posoco.in

COMPENSATION PACKAGE

For Executive Trainee (HR) : Selected candidates will be placed in the pay scale of ₹ 60000-180000 and other allowances and benefits as applicable, during the one-year training period The Corporation offers a very attractive pay package which is one of the best in the Industry.

For Assistant Officer Trainee (PR) . : Selected candidates **will be paid consolidated stipend of Rs. 24500/- (Due for revision) per month** during one year training. After regularisation, they will be placed in the pay scale of ₹ 50000-160000 and other allowances and benefits as applicable.

On regularization, compensation package for all above posts will also include Performance Related Pay, Company Leased Accommodation / Company Quarters or HRA, Reimbursement of monthly conveyance expenditure, mobile facility, Group Insurance, Personal Accident Insurance, PF, Gratuity, Pension & Leave encashment etc.

The Corporation also offers excellent facilities like Short and Long term Loans & Advances including House Building Advance, Medical facilities for self and dependents etc. in accordance with the policies of the Corporation revised from time to time.

SERVICE AGREEMENT BOND

The selected candidates will be required to execute a service agreement bond to successfully complete the prescribed training period and thereafter serve the organization for at least three years. The amount of the bond is INR 1,00,000/- for General/OBC (NCL) candidates and INR 50,000/- for SC/ST/PwD candidates.



IMPORTANT INSTRUCTIONS FOR REGISTRATION/APPLICATION

1. Candidates have to retain print out of **UGC NET JUNE 2019** Application form, Attendance slip and Admit Card. These documents will have the UGC-NET Roll No. and application number of the candidate.
2. **Application window for POSOCO shall be opened after the declaration of results of UGC NET JUNE 2019 examination, however, notice for number of vacancies shall be issued before the start of UGC NET JUNE 2019 examination i.e. 20th June, 2019.**
3. Candidates have to register themselves online at POSOCO website, which will be made available at CAREER>Openings (recruitment) section of www.posoco.in
4. **UGC-NET Roll No. and Application No. as appearing on the UGC NET JUNE 2019 admit card** needs to be entered carefully in the online application form. No other number should be entered as UGC- NET Roll No. / UGC NET Application Number while applying to POSOCO. Please note that once your application is submitted, no request regarding change in **UGC NET JUNE 2019** Roll Number, Application Number, Name etc. shall be entertained.
5. Enter your name and other details exactly as entered in your **UGC NET JUNE 2019** Admit Card.
6. Fill up other details in the application very carefully. **Please take care while filling out the email/ alternative email fields since all important communication shall be through emails ONLY.**
7. Candidates are required to upload their colour passport size photograph, signature and other relevant documents as per instructions given on the online application form. The photograph should be the same as used for **UGC NET JUNE 2019** Application. Read the instructions on online application form carefully before filling up the application.
8. Upon completion, the candidate should submit the online application by clicking the Submit button at the bottom of the page. If the same is accepted, the system will generate a unique **POSOCO Registration Number** which shall appear on the generated application form/ Resume.
9. Candidates should be careful while filling up the application form. In case of multiple applications, POSOCO reserves the right to consider only the last registered application.
10. Candidate should take a print out of the completed application, and keep with her/ him safely for future reference. **No hard copy of application is required to be sent to any address by post.**
11. Candidates are not required to send any hard copy of application to POSOCO. **In-complete applications / applications without application fees (if applicable) will not be considered.**
12. Candidates will be required to retain their **UGC NET JUNE 2019 Application form, Admit card/Hall Ticket for verification at the time of GD/ Interview / Joining in POSOCO.**

13. Candidates shall be required to bring a valid photo ID to the interview. Photocopies of the original identification document shall not be acceptable. Candidates will not be permitted to appear for the **group discussion and interview if original and valid photo identification** is not presented along with the **UGC NET JUNE 2019** application form, admit card and score card.
14. As per the notification issued for **UGC NET JUNE 2019**, the maximum permissible age prescribed is 30 years as on 01.06.2019 for Junior Research Fellowship (JRF), while there is no upper age limit for Assistant Professor. In **POSOCO**, the maximum age is 28 years (for Un-Reserved vacancy) as on 31.07.2019. Candidates should apply accordingly.
15. Candidates are required to login to their candidate login section and then deposit **non-refundable application fees of Rs. 500/-** (If applicable) through online mode only. **Application process will be treated as complete only on submission of application fees (If applicable). In-complete applications / applications without application fees (if applicable) will be rejected.**
16. **Payment of Application fee (Non-refundable Rs. 500/-)**
Online Method (Through SBICollect) - after successful completion of registration candidates shall receive an email with details of their Login ID, Password and other information. Candidates are required to login to career page through candidate login link available in "Opportunities (recruitment)" section of our website. For paying the fees through ONLINE MODE, a button shall be available on the login home page which will guide the candidate to SBI Collect for the payment of requisite fee. Online payment can be made through Credit Card/ Debit Card/ Net Banking. **Payment once done cannot be refunded. Candidates are advised not to wait till last date for submission of application or payment of fees.**

GENERAL INFORMATION AND INSTRUCTIONS

1. Only Indian Nationals of age 18 years or above are eligible to apply for POSOCO.
2. Before applying, the candidate should ensure that she / he fulfils the eligibility criteria and other norms mentioned in this advertisement.
3. Essential qualification should be recognized in India and from a recognized Institution or University. In case of qualification acquired from foreign Institute/University, the same may be treated at Par with qualification offered by Indian Institutes/Universities provided the candidates are able to provide equivalency certificate for such qualification from Association of India University (AIU).
4. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
5. Percentage of marks must be indicated in the application form as per norms adopted by University / Institute. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree / diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University / Institute.
6. Percentage of marks obtained by the candidate in the Essential Qualification shall be calculated based on the practice followed by the university/institution from where the candidate has obtained the degree. In case the candidates are awarded grades/CGPA instead of marks, the conversion of grades/CGPA to percentage of marks shall be based on the procedure certified by the university/ institution from where they have obtained the bachelor's degree. In case the university/ institution does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.



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7. Marks in Essential Qualification will not be rounded off for deciding eligibility of any candidate.
8. Management reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
9. Candidates will have the option for appearing in Hindi for GD/ Interview.
10. Candidates working in Govt. / PSU are required to produce **“No Objection Certificate”** at the time of Interview.
11. Candidates claiming reservation under OBC (NCL) should belong to OBC - Non creamy layer as on last date of online submission of application to POSOCO.
12. Candidates selected in POSOCO are liable to be posted anywhere in India and Abroad. For any queries regarding this recruitment please send email to posocohr@posoco.in with **“ET (HR)/AOT(PR) - _____” in the subject line**. Candidates are required to add this email-id to their address book in order to avoid any email communication gap.
13. Legal jurisdiction will be NCT of Delhi in case of any cause / dispute.
14. Candidature is liable to be rejected at any stage of recruitment/ selection process or after joining, if any information provided by the candidate is not found in conformity with the eligibility criteria notified or if POSOCO comes across any evidence/knowledge that the qualification, experience and any other particulars indicated in application/other forms/formats are not recognized/ false/ misleading and / or amounts to suppression of information/particulars which should have been brought to the notice of POSOCO.
15. Mere appearance in **UGC NET JUNE 2019 Examination** or submission of application to POSOCO does not guarantee the adequacy of candidature for being considered for further selection process.
16. Complaints attributable to the incompatibility of the Client Systems, ignorance of users, non-availability of internet connectivity or any other aspects beyond the direct control of POSOCO employees or systems will not be entertained. All information regarding this recruitment process would be made available in the career section of POSOCO website only. Applicants are advised to check the web site periodically for important updates.
17. **Once registered for POSOCO, all correspondences shall be made through candidates' registered e-mail ID or candidate login ONLY. Candidates are advised to ensure submission of correct email id in the online application form and also visit their candidate login regularly.**

POWERING INDIA WITH RELIABILITY, SECURITY & ECONOMY