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ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd. Office: Janpath: Bhubaneswar

CORPORATE IDENTITY NUMBER (CIN) U40102OR2004GC007553

Telephone: (0674) 2542369 Fax: (0674) 2545664

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RECRUITMENT OF MANAGEMENT TRAINEES

Website: www.optcl.co.in

ADVT. NO: MPP&R- 01/2021

Dated: 11.05.2021

Opening Date of on-line submission of Application	14.05.2021, 11 AM
Closing Date of on-line submission of Application	13.06.2021, 11.59 PM

Odisha Power Transmission Corporation Limited (OPTCL), a State owned Power utility in Odisha is engaged in the business of Transmission of electricity with a vision to emerge as one of the leading power utilities in the country in Transmission space. The present asset value of the Corporation is about Rs. 3700 Crores. OPTCL operates in the entire state with around 2616 regular manpower, deployed in different Grids and Sub-stations.

GRIDCO is engaged in business of bulk purchase and bulk sale of power to the four Distribution Companies inside the State and trading of surplus power through traders to promote exchange of power with neighboring States in the country.

We are looking for young, promising and energetic aspirants with bright academic records to join the organization (OPTCL and Gridco) as Management Trainees in the disciplines of Finance, HRD, Law, IT, CS & Economist.

A. VACANCY

The details of post / category wise vacancies are as under:

Sl. No	Name of the Discipline	ST (22.50%)	SC (16.25%)	SEBC (11.25%)	UR	Total No. of Posts
1	MT-FINANCE	5 (W:2)	1	2(W:1)	3 (W:1)	11 (W:4)
2	MT-HRD	1	-	-	2 (W:1)	3 (W:1)
3	MT-LAW	-	-	-	1	1
4	MT-IT	1	-	-	1	2
5	MT-CS	-	-	-	1	1
6	MT-ECONOMIST	-	-	-	1	1

The above posts will be filled up for both OPTCL & Gridco. Sl 1,2 are for OPTCL & Gridco and Sl 3, 4,5,6 are only for Gridco.

(SC-Scheduled Caste, ST-Scheduled Tribe, SEBC-Socially and Educationally Backward Classes, UR-Unreserved, W-Women, PWD- Persons with Disability)

The number of vacancies in any discipline may increase or decrease by the Corporations without any notice.

B. TYPE OF DISABILITY

PWD candidates, whose disability is not less than 40% (forty percent), **can apply against the Un-reserved posts, provided the post is identified as suitable for PwDs.**

The physical requirement and functional classification of PWD suitable for the posts are as follows:

Sl. No	Name of the Discipline	Functional Classification	Physical Requirement
1	MT-FINANCE	OL, OA, HI, BL(MNR)	S, BN, SE, RW, MF, H, C
2	MT-HRD	OL, HI, OA, LV	S, H, RW
3	MT-LAW	OL, OA	H, RW
4	MT-IT	HI (with suitable aid), OL, BL(MNR)	MF, S, SE, H
5	MT-CS	OA, OL, HI, LV	S, SE, RW, C, MF, S, W
6	MT-ECONOMIST	OL, HI, BL (MNR), LV	S, H, ST, W, BN, MF, SE, RW, C

The PWD certificate is subject to verification of the candidate by the prescribed medical board.

C. COMPENSATION PACKAGE

The Management Trainee (MT) shall be paid a consolidated stipend of Rs.24,000/- per month during the period of training. On successful completion of training, the candidates will be appointed as Assistant Manager (E-3) Grade in the respective cadre on probation for one (1) year in the Pay Matrix of Rs. 56,100/- to Rs.1,77,500/- (Level:EE-2) with initial Basic Pay of Rs.56,100/. Besides the Initial Basic Pay, DA, HRA or company accommodation, Medical Allowance, Conveyance Allowance etc. shall be paid as per applicable rules of the Corporation in force from time to time.

D. TRAINING

Selected candidates have to undergo training for a period of 1(one) year at various units of OPTCL including Induction-cum-Orientation training at Power Training Centre (PTC), Chandaka, Bhubaneswar. The training period will be for 1(one) year, unless and otherwise extended further.

During the training period, the trainees may be terminated without any notice or without assigning any reasons thereof. After successful completion of training, there shall be no obligation on the part of the Corporation to offer regular appointment.

E. SERVICE AGREEMENT BOND

The selected Management Trainees have to execute a Training & Service Bond on Non-Judicial Stamp paper to serve the Corporation for a period of three years after successful completion of training.

F. ESSENTIAL QUALIFICATION

Sl. No.	Name of the Post	Essential Qualification
1	MT-FINANCE	Degree with passing of the Final examination of the Institute of Chartered Accountants of India/Institute of Cost & Works Accounts of India.
2	MT-HRD	Full time PG Degree/Diploma of two years duration in Personnel Management/ Industrial Relations and Labour Welfare/ HRD/HRM/PM&IR/MBA with specialization in HRD or Personnel Management from recognized University/ Institution with at least 60% marks in aggregate. For SC/ST candidates, the minimum percentage of marks required is 50%. Note: MBA/PGDBM with dual specialization shall be considered provided both specializations carry equal weightage.
3	MT-LAW	Degree in Law from a recognized Institution.
4	MT-IT	BE/ B.Tech/ M.Tech in Computer Science/ Information Technology/MCA with at least 60% marks in aggregate from a recognized University/ Institution. For SC/ST candidates, the minimum percentage of marks required is 50%.
5	MT-CS	Graduate with Company Secretary having Associate Membership of Institute of Company Secretaries of India.
6	MT-ECONOMIST	Post Graduate Degree in Economics/ Finance Management with at least 60% of marks from a recognized University or Institution.

Note: - Degree / Diploma obtained from Open University (except IGNOU) / Distance Learning Mode / Part-Time / Sandwich Course shall not be considered.

G. AGE

- i. Candidate must not be under 21 (twenty one) years of age and must not be above 32 (thirty two) years as on **01.05.2021** i.e. she / he must not have been born later than 01.05.2000, and not earlier than 01.05.1989.
- ii. Relaxation for SC / ST/ SEBC, PWD, Ex-Servicemen and Women:
 - a. The upper age limit is relaxable by **5(five)** years in case of **SC, ST and SEBC** candidates.
 - b. The upper age limit is relaxable by **5 (five)** years in case of **Ex-Servicemen** candidates.
 - c. The upper age limit is relaxable by **5 (five)** years in case of **Woman** candidates.
 - d. The upper age limit is relaxable by **10 (Ten)** years in case of **PwD** candidates.
- iii. 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.
- iv. **No age relaxation is allowed to SC/ ST/ SEBC candidates applying against UR vacancies.**
- v. Relaxation in age limit shall be applicable for PWD candidates irrespective of the fact, whether the post is reserved or not, provided the post is identified for PWDs.

- vi. The date of birth entered in the High School Certificate Examination or equivalent Certificate issued by the concerned Board / Council will only be accepted.

THE AGE LIMITS PRESCRIBED ABOVE CAN BE IN NO CASE RELAXED

H. RESERVATION

- i. The reservation posts including reservation for Women will be as per ORV Act and other applicable Act and Rules.
- ii. PWD candidates, whose disability is not less than 40% (forty percent), are required to attach Disability Certificate indicating percentage of disability & type of disability issued by the concerned Medical Board for consideration as per Rules. **The PwD candidates can apply against the Un-reserved posts provided the post is identified as suitable for PwDs.**
- iii. Ex-Servicemen are required to attach copy of the Discharge Certificate issued by the Competent Authority.
- iv. **Concession meant for SC, ST and SEBC by birth are admissible to the Scheduled Castes, Scheduled Tribes and Socially and Educationally Backward Classes of Odisha State only.**
- v. In the event of non-availability or insufficient number of eligible / suitable women candidates belonging to any particular category, the vacancies or the remaining vacancies shall be filled up by male candidates of the same category.
- vi. Exchange of reservation between Scheduled caste and Scheduled Tribe will not be considered.
- vii. Candidates belonging to SEBC category shall submit their SEBC Certificate validated / renewed by the Competent Authority on or after **01.05.2018**, failing which they shall be treated as unreserved category candidates.
- viii. Women candidates belonging to SC/ST/SEBC are required to submit Caste Certificate by birth showing "daughter of". Caste Certificate obtained by virtue of marriage i.e. showing "wife of" is not acceptable.
- ix. **OBC Certificates will not be accepted in lieu of SEBC Certificate.**
- x. Community (Caste Status) once mentioned by the candidates shall not be changed under any circumstances.

I. MEDICAL FITNESS

Appointment of selected candidates will be subject to having sound health and being physically & mentally fit in the Pre-Employment Medical Examination to be conducted as per the norms and standards of Medical Fitness.

J. PROVISION FOR DEPARTMENTAL CANDIDATES

Departmental candidates (OPTCL regular employees only) fulfilling the eligibility criteria may apply against this advertisement through proper channel to **Senior General Manager (HRD), Hqrs. Office, OPTCL** so as to reach within the stipulated time period. They shall also submit the online application form. There shall be no age bar for them and they are exempted from payment of application fees. However, the candidate should have residual service of minimum 5 years in the corporation.

Note: The children of the employees and the candidates engaged through outsourced agency not to be considered as Departmental candidates.

K. PROVISION FOR OUTSOURCED CANDIDATES

In case of candidates engaged through outsourcing agency and have completed one year as on 01.04.2021 and continuing in OPTCL/GRIDCO, the relaxation in upper age limit shall be subject to maximum of 5(five) years in addition to the other age relaxations. The candidates shall have to furnish the proof experience along with the application.

L. OTHER ELIGIBILITY CONDITIONS

- i. The candidate must be a citizen of India.
- ii. She / He must be able to read, write and speak Odia fluently and must have:
 - a. Passed Middle School Examination with Odia language subject; or
 - b. Passed Matriculation or examination with Odia as medium of examination in non-language subject; or
 - c. Passed in Odia as language subject in the final examination of class VII from a school or educational institution recognized by the Government of Odisha or the Central Government.
 - d. Passed a test in Odia in Middle English School Standard conducted by the School and Mass Education Department.
- iii. A candidate who has more than one spouse living will not be eligible for appointment unless the State Government has exempted his / her case from operation of this limitation for any good and sufficient reasons.
- iv. The candidate must have a good character.

M. SELECTION PROCEDURE

The selection process involves Computer Based Test (CBT) and Personal Interview.

- i. Eligible candidates will be called for Computer Based Test, comprising 200 number of Multiple Choice Questions (MCQs), out of which Subject Knowledge (80%), Numerical / GK & Reasoning (10%) & English Knowledge (10%). The CBT will be of Three (3) hours duration.
- ii. In addition, there shall be an online Psychometric Test of 30 Minutes for which there shall be no marking in CBT. **However, the report of the psychometric test will be used at the time of Personal Interview.**
- iii. There shall be no negative marking.
- iv. Candidates who qualify in CBT and be shortlisted will be called for Personal Interview in the ratio of 1:3 in case of MT-Finance and in the ratio of 1:5 in case of other posts.
- v. The merit list will be drawn purely on the basis of Performance in the CBT and Personal Interview. The weightage for CBT & Personal Interview is 80% & 20% respectively.
- vi. The offer of appointment shall be issued to the selected candidates on the basis of merit. However the final appointment of selected candidates will be subject to their Medical fitness as per the prescribed format.
- vii. On selection, candidates can be posted at any of the existing / upcoming units of OPTCL throughout Odisha.

N. MINIMUM QUALIFYING MARKS IN CBT AND PERSONAL INTERVIEW

Test	Unreserved / SEBC Category	SC/ST*
CBT	50%	40%
Personal Interview	40%	40%

*Applicable for reserved posts only.

O. APPLICATION FEE AND MODE OF PAYMENT

Unreserved / SEBC Category	SC/ST/PWD
Rs. 1000/-	Rs. 500/-

- i. UR and SEBC candidates are required to pay a non-refundable fee of Rs.1000/- (Rupees One Thousand) only and Candidates belonging to Scheduled Caste (SC) / Scheduled Tribe (ST) of Odisha, are required to pay a non-refundable fee of Rs.500/- (Rupees Five Hundred) only. **OPTCL departmental candidates are exempted from payment of this fee.**
- ii. Candidates shall be required to make the payment of fee while filling up online application through on-line mode.
- iii. **For On-line Payment mode (Through Debit / Credit Card / Net Banking):** In case of On-line payment mode, an applicant will be redirected to payment gateway page under Tech Process. After completing the On-line Payment, she / he shall take hard copy of the application form along with Fee Receipt. She/He shall retain the hard copy and proof of payment for future reference / record which shall be required at the time of verification of original certificates / testimonials as and when necessary. The candidate shall bear the online transaction charges extra as applicable.
- iv. **Application fee once paid shall not be refunded in any case.**
- v. **The candidate has to retain the print out / hard copy of the online application for future reference.**

P. CENTRE OF EXAMINATION

- i. The Computer Based Test (CBT) for the post of Management Trainees will be held at Bhubaneswar only. The candidates are to mention their choice of Examination Centre at appropriate place in the Online Application Form.
- ii. The request for change of Centre shall NOT be entertained. Allotment of the Test Centre is at the discretion of the Corporation.
- iii. The Management reserves the right to change the Centre of Examination without mentioning any reason thereof at any stage of recruitment.

Q. GENERAL INFORMATION & INSTRUCTIONS

- i. Wherever CGPA/OGPA/DGPA or Letter Grade in a Degree / Diploma is awarded, its equivalent percentage of marks must be indicated in the online application as per norms adopted by University / institute.
- ii. Percentage of Marks obtained by the candidate in Degree / Diploma shall be based on the practice followed by the University / Board / Institution from where the candidate has obtained the 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 candidates CGPA by maximum possible CGPA and multiplying the result with 100.
- iii. Only the online applications are invited from the eligible candidates for admissibility to the Computer Based Test. No other mode of application is allowed.
- iv. **Degree Certificate, Caste Certificate, Odia Test Pass Certificate, must have been issued by the competent authority within the last date fixed for submission of online application form.**
- v. A candidate found guilty of seeking support for her/his candidature by offering illegal gratification or canvassing in any form or found indulging in any type of malpractice during the course of the selection or otherwise, shall, in addition to rendering herself/ himself liable to criminal prosecution be disqualified not only for the ongoing recruitment, but also may be debarred permanently from any future recruitment or selection to be conducted by OPTCL.
- vi. **Applications submitted to OPTCL if found to be incomplete in any respect are liable for rejection. No correspondence shall be entertained in this regard.**

- vii. Mere applying for the post and fulfilling eligibility criteria in reference to the advertisement does not confer any right for an applicant to claim appointment.
- viii. Any dispute arising out of the ongoing recruitment shall be subject to jurisdiction of High Court of Orissa.
- ix. Candidates working in State / Central Government / PSUs/ Autonomous Bodies of Govt. shall apply online. However, he must produce a No Objection Certificate (NOC) at the time of Personal Interview.
- x. Final selection of the candidates shall be subject to medical fitness.
- xi. **Candidates selected in OPTCL & Gridco are liable to be posted anywhere in Odisha.**
- xii. While applying for the above posts, the applicant shall ensure that she / he fulfills the eligibility and other norms mentioned above, as on the specified dates and the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment / selection that a candidate does not fulfill the eligibility norms and / or that she / he has furnished any incorrect / false information or has suppressed any material fact(s), his / her candidature will automatically stand cancelled. If any of the above shortcoming (s) / are detected even after appointment, her/his services are liable to be terminated without any notice.
- xiii. Candidates, who fulfill the prescribed eligibility criteria, on the effective date, may apply for the post.
- xiv. **OPTCL & Gridco** Management reserve the right to cancel the recruitment process, if need so arises, without issuing any further notice or assigning any reason thereof at any stage.

R. HOW TO APPLY

- i. Before filling up On-line Application, candidates are advised to go through the advertisement carefully and understand the contents of the Advertisement. They must go through the Instructions to fill up On-line Application and Frequently Asked Questions (FAQ) available in the OPTCL website: **www.optcl.co.in**.
- ii. On successful registration of the online application form, a unique Registration Number will be sent to their registered e-mail. Candidates are required to retain the unique Registration Number for future correspondence.
- iii. Application received through any other mode would not be accepted and summarily rejected.
- iv. Uploading of Documents:
Candidates are required to keep the following documents ready before initiating the On-line Application Form.
Candidate shall upload the scanned copy of original documents.
 - a. Recent colour passport size photograph and signature in prescribed format (.jpg/ .jpeg)

	File Size	Dimension
Photograph	25KB to 50KB	3.5 cm X 4.5cm
Signature	25KB to 35 KB	3.5 cm X 1.5cm

Note : Candidates should ensure that the same passport size colour photograph is used throughout this recruitment process. Caste certificate, if belongs to SC/ST/SEBC category.

- b. PWD certificate, if applying for age relaxation under PWD category.
- c. Ex-Serviceman Discharge certificate / I card / NOC, if applicable.

- d. Experience certificate issued by the man power service provider / designated officer of the outsourcing agency, if an applicant is engaged through the outsourcing agency in OPTCL.
- e. 10th Pass Certificate.
- f. Essential Qualification Passed Certificate.
- g. Essential Qualification Final Mark Sheet.

Size of documents to be uploaded shall be 100KB to 200KB and in PDF format

Note : The uploaded documents must be clearly Identifiable / visible, otherwise the application is liable to be rejected and no correspondence in this regard will be entertained.

- v. **Candidates are required to take a printout of the finally submitted Online Application form for future use. In case the candidate is shortlisted for Personal Interview, the candidate has to submit the same at the time of Personal Interview.**
- vi. Certificate of Admission / Admit Card for the Computer Based Online Test for the eligible candidates will be uploaded in the website of OPTCL prior to the date of examination. The candidates are required to download their Admit Cards from the website of OPTCL and produce the same for Admission to the examination Hall / Centre. No separate correspondence will be entertained in this regard.

S. FACILITATION SUPPORT

- i. For any guidance on filling up the On-line Application and information regarding advertisement & recruitment, the candidate may contact the OPTCL Help Desk Telephone Number:- **9438907594** in all working days between 11AM to 5 PM and/or can also email at optclhelpdesk2021@gmail.com
- ii. The candidates are required to visit the OPTCL website www.optcl.co.in for any relevant information from time to time.

T. IMPORTANT DATES

Sl. No	Description	Date & Time
1.	Opening Date of online submission of Applications	14.05.2021, 11AM
2.	Closing Date of online submission of application	13.06.2021, 11.59 PM

Note:

- 1. All the important notification & updates regarding this recruitment shall be hosted in the OPTCL website in the Recruitment 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. OPTCL will not be responsible for network problems or any other problem in submission of online Application.

**Sd-
Senior General Manager (HRD)**