NTPC Limited is India's largest Integrated Energy Company with installed capacity of 66,085 MW and has presence in the entire value chain of the power generation business. Commensurate with our country's growth challenges, NTPC has embarked upon an ambitious plan to attain a total installed capacity of 130 GW by 2032.

NTPC is looking for experienced professionals for its Commercial Function, Consultancy Wing, Business Analysis, Solar PV, CS, Corporate Communication and Clean Technologies area for specific period as per details given below:

1. Name of Post: Executive (Commercial) – 14 posts for 03 years

Qualification - Degree in Engineering (in any discipline) with at least 60% marks from a recognized University/Institution and Post Graduate Diploma in Management/MBA or equivalent

Experience Requirement: Minimum 03 years post qualification executive experience in Commercial function. Candidates with experience of Power Sector, Renewable Energy sector will be preferred. Experience could be in the field of Commercial functions - Billing, Realization, Tariff Petition filing, interactions with Regulatory authorities and knowledge of Electricity Act and Regulations, Trading and Power Market areas, Data Analysis- Collection and Analysis of all kinds of power sector related data, forecasting etc.

Job Profile: Collection of data and analysis of the power situation at the states such as power demand supply, new capacity tie up, growth of RE etc. Keeping a close watch on the Financial health of the Discoms including their revenue, cash flow situations, loan tie-ups, subsidy and grants from Governments etc. Analysis of the Cost of the power procurement, identifying any Merit Order violation, monitoring the status of the state generating stations like their outage plans etc. Follow up with State officials for submission of bills, realisation of NTPC bills and resolution of any pending issues. Customer Relation Management activities including conducting surveys etc. Preparation of periodic reports. Analysis of the various Regulations, Orders of CERC, APTEL and other Courts, policies issued by various authorities including Govt of India. Collection of sector related data from various sources like RLDCs, NLDC, CEA etc and analysis of this data including any simulations, modelling, forecasting. Collection and analysis of all Market related data from sources like Power Exchanges, Deep Portal etc. Preparation of Tariff Petitions of various stations as per the prescribed formats issued in Regulations. Interaction with Stations and Other functions for collection of data and preparation of Petitions. Monitoring the status of hearing of the petitions and any follow up actions to be taken if required. Raising of customer bills and handling all the billing related issues.

Upper Age Limit: 35 years

Monthly Compensation: Consolidated fixed monthly pay of Rs. 71,000/-

2. Name of Post: Executive (Consultancy) for O&M – 01 post for 03 years

Qualification: B.E/B.Tech in Mechanical or Power Engineering with at least 60% marks from a recognized University/Institution.

Experience Requirement: Minimum 03 years post qualification executive experience in O&M of Coal based Thermal Power Plant (500 MW and above).

Job Profile: Consultancy services to Clients for performance improvement of Power plant, Maintenance practices & other O&M areas, Technical Audit, Report preparation & Presentation to the client.

Upper Age Limit: 35 years

Monthly Compensation: Consolidated fixed monthly pay of Rs. 71,000/-

3. Name of Post: Executive (Consultancy) for Engineering – 01 post for 03 years

Qualification: B.E/B.Tech in Mechanical Engineering with at least 60% marks from a recognized University/Institution.

Experience Requirement: Minimum 03 years post qualification executive experience in engineering of Thermal Power plants

Job Profile: Design & Engineering functions including proposal engineering, preparation of Feasibility Report/Detail Project Report, Site Specific Studies, Formulation of Technical specifications and bidding document for procurement of products and services, Detailed engineering including review & approval of drawing/design document/data sheet/ Manufacturer Quality Plan (MQP)/ Field Quality Plan (FQP)/Type test procedures for Coal based Thermal Power plants /Natural Gas based combined Cycle Power Plant/ Solar Power Plant.

Upper Age Limit: 35 years

Monthly Compensation: Consolidated fixed monthly pay of Rs. 71,000/-

4. Name of Post: Executive (Consultancy) for Project Monitoring – 01 post for 03 years

Qualification: B.E./B.Tech (in any discipline) with at least 60% marks from a recognized University/Institution. Candidates having Diploma in Project Management/MBA shall have an added advantage.

Experience Requirement: Minimum 03 years post qualification executive experience in Project Management/ Planning & Systems is required. It is desired that the applicant must be well conversant with Project Management tools such as Primavera/MS Projects etc.

Job Profile: Candidates shall be engaged in day-to-day activities in Project Monitoring department of NTPC-Consultancy. The work requirements shall include monitoring of ongoing consultancy assignments, preparation of MIS reports/MOMs/Agenda for various review Meetings, inter-departmental coordination etc.

Upper Age Limit: 35 years

Monthly Compensation: Consolidated fixed monthly pay of Rs. 71,000/-

5. Name of Post: Executive (Business Analyst) – 01 Post for 03 years

Qualification: Masters in Business Analytics/Business Administration with at least 60% marks from a recognized university/institution. Additionally candidates having CA/ICWA/B.E./B.Tech. as qualification would be preferred.

Experience Requirement: Minimum 5 years of post-qualification executive experience is mandatory. Experience in the power/ energy sector in a Govt./Public Sector Undertaking/Private company/ Consultancy firm of repute would be preferred. The applicant should have relevant work experience as Business Analyst and should be aware of the power sector functioning and growth opportunities. Experience of working in Research /Academic institutes pertaining to power sector shall also be considered. In respect of candidates possessing PhD, the duration of the course shall be treated as part of the post qualification experience subject to a maximum of 3 years. The candidate must be well versed with financial statement analysis, Business Modelling tools, planning, forecasting, Critical analysis, presentation.

Job Profile: The incumbent shall be based at Delhi and would work in close coordination with the top management of the Company. He must be aware of the total value chain of the power sector and the stakeholders relevant to the organization. He would be required to identify opportunities for improvement in business operations and processes. The candidate must be able to scan the environment, identify the business problems, opportunities and suggest solutions to NTPC and its group companies. Candidate would help in designing, developing, deploying business intelligence applications and bring different perspectives. The candidate must be well versed in SWOT, PESTLE analysis, Modelling, Critical analysis, Presentation, Identify business gaps and be able to present a cost benefit analysis to management. Ability in relevant and systematic reporting to Senior Management is a must.

Upper Age Limit: 40 years

Monthly Compensation: Commensurate with nature of experience and industry standards

6. Name of Post: Senior Executive (Solar) - 01 post for 03 years

Qualification: Degree in Engineering (in any discipline) with at least 60% marks from a recognized University/Institution. Candidates with M.Tech. degree will be preferred. Candidates with hands on experience with engineering and solar related software, good oral/verbal communication and proficiency in foreign language would be preferred.

Experience Requirement: 10 years post qualification executive experience out of which at least 4 years should be in Solar Power sector. Candidates with experience of working on International Projects / Consultancy in Power sector will be preferred.

Job profile: The incumbent shall be part of the International Business Development team and will work closely with colleagues in different geographies and other functional groups of NTPC. Responsibility includes preparation of techno-commercially feasible bids for different types of Consultancy / Project assignments in Solar PV domain, develop technical specifications, design documents and carry out detail engineering / design review of the Solar PV project(s), cost estimation for the Solar PV Project(s), successful execution of different type of consultancy assignments in the Solar PV domain; will be responsible for scouting and on-boarding associates / consultants / EPC contractors for firming up the bid proposals for consultancy / Solar PV Project(s); Coordinate with other team members / agencies / internal & external stakeholders for successful execution of the assignments; Provide ready techno-commercial inputs to the International marketing wing etc.

Upper Age Limit: 56 years

Monthly Compensation: Commensurate with nature of experience and industry standards

7. Name of Post: Sr. Executive (Company Secretary) -01- Post for 03 years

Qualification: Member of ICSI (Institute of Company Secretaries of India)

Experience Requirement: Minimum 20 years of experience in Company Secretarial Compliances in Govt./Public/Private Company of repute. The incumbent should possess thorough knowledge of matters pertaining to institutional Finance, Company Law, Corporate and Secretarial functions. The candidate should have experience of handling Board matters such as organizing Board meetings, presentation of Board memoranda/agendas and should have handled these matters independently. The candidate should be able to cope up with all responsibilities of a Company Secretary in a large Company including statutory compliance under the Companies Act and other relevant Corporate Laws. A legal degree will be an added advantage.

Upper Age Limit: 56 Years

Monthly Compensation: Commensurate with nature of experience and industry standards

8. Name of Post: Sr. Executive (Corporate Communication) - 01– Post for 03 years

Qualification: Post Graduate Degree or Post Graduate Diploma in Communication/ Advertising & Communication Management/ Public Relations/ Mass Communication/ Journalism from recognized University/ Institution.

Experience Requirement: Minimum 20 years of post-qualification executive experience in relevant area in a Govt./ Public Sector Undertaking or private company of repute. Should have handled managing of public relations / corporate communication function in a large and reputed organization. Sufficient knowledge/ exposure in advertising and media, audio-visual publicity and experience in working with advertising agencies and various media such as press, radio and television etc, liaisoning with various connected agencies, Managing media coverage during VVIP visits and handling protocol etc are essential. Exposure in media planning, press relations/press conference, writing articles/ news items and features for radio, television, press and social media would be necessary.

Upper Age Limit: 56 Years

Monthly Compensation: Commensurate with nature of experience and industry standards

9. Name of Post: Executive (Clean Technologies) -01 Post for 01 year

Qualification: Degree in Engineering/Technology in any discipline with at least 60% marks from a recognized university/institution. Candidates with M. Tech/Ph.D in the energy domain will be preferred.

Experience Requirement: Min. 5 years of post-qualification executive experience in a Govt./Public Sector Undertaking or private company of repute, out of which atleast 3 years experience should be in relevant area. Experience of working in Research/ Academic institutes in relevant area shall also be considered. In respect of candidates possessing PhD, the duration of the course shall be treated as part of the post qualification experience subject to a maximum of 3 years. The applicant should have relevant work experience in one or more fields like battery/solar/electrolyser technologies. Exposure to policy developments in clean technologies in India and globally would be an asset. Experience in techno-commercial writing and report drafting based on global and Indian developments in the clean-technology sector.

Job Profile: The incumbent shall be responsible for studying the evolving global and local developments in the clean-technology area (solar, battery and electrolysers) and support the strategy/policy directions adopted by the organization. The incumbent might be placed in a relevant organization/department within the organization or in any other relevant public entity supporting clean-technology development in India depending upon the requirements of the organization

Upper Age Limit: 56 Years

Monthly Compensation: Commensurate with nature of experience and industry standards

Selection process for all posts: Candidates will be shortlisted based on their experience profile for personal interview.

RESERVATIONS

Name of the Post	UR	EWS	OBC (NCL)	SC	ST	Total
Executive (Commercial)	08	01	03	01	01	14
Executive (Consultancy)	03					03
Executive (Business Analyst)	01					01
Senior Executive (Solar)	01					01
Senior Executive (Company Secretary)	01					01
Senior Executive (Corporate Communication)	01					01
Executive (Clean Technologies)	01					01

The vacancies for PwBDs are reserved as per govt. guide lines

Identified type of disabilities for the post of Executive (Commercial): a) B, LV, b) D, HH, c) OA, BA, OL,BL, OAL,BLOA, BLA,LC, Dw, AAV, d) MD involving (a) to (c). **Executive (Consultancy)-O&M/Engineering:** a) D, HH, b) OA,OL,Dw, AAV, c) SLD, MI, d) MD involving (a) to (c). **Executive (Consultancy)-Project Monitoring:** a) D, HH, b) OA,OL,Dw, AAV, LC,CP, c) SLD, MI, ASD(M), d) MD involving (a) to (c). **Executive (Business Analyst):** a) B, LV, b) D, HH, c) OA,BA, OL, BL, OAL, CP, LC, Dw, AAV, d) SLD, MI, e) MD involving (a) to (d), **Sr. Executive (Solar):** a) D, HH, b) OA,OL,Dw, AAV, LC,CP, c) SLD, MI, ASD(M), d) MD involving (a) to (c). **Sr. Executive (Company Secretary):** a) B, LV, b) D, HH, c) OA, BA, OL, BL, OAL, CP, LC, Dw, AAV, d) MI, e) MD involving (a) to (d). **Senior Executive (Corporate Communication):** a) B, LV, b) OA, OL, LC, Dw, AAV c) SLD d) MD involving (a) to (c). **Executive (Clean Technologies):** a) D, HH, b) OA,OL,Dw, AAV, LC,CP, c) SLD, MI, ASD(M), d) MD involving (a) to (c).

GENERAL CONDITIONS

1. Only Indian Nationals are eligible to apply.
2. All qualifications should be from Universities / Institutions recognized and approved in India.
3. All computations of age/ experience requirement / qualification shall be done w.r.t. the last date of receipt of online application as mentioned in the advertisement.
4. Candidates claiming to belong to any particular category shall necessarily have a valid EWS/OBC(NCL)/SC/ST/Disability certificate, as the case may be, from the Competent Authority. Upper age is relaxed (only for the post of Executive (commercial)) by 5 years for SC/ST candidates, by 3 years for OBC (NCL) candidates, by 10 years for PwBD candidates and by 5 years for candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period 01.01.80 to 31.12.89. Relaxation of age to Ex-Servicemen will be as per Govt. guidelines. For posts where there are identified vacancies for SC / ST candidates, the total years of post-qualification experience will be relaxed by 1 year. Also, in terms of educational qualification, only pass marks are required by SC/ST/PwBD candidates in order to apply.
5. Depending on the requirement, the Company reserves the right to cancel / restrict / curtail / enlarge the number of vacancies, if need so arises, without any further notice and without assigning any reason thereof.
6. While applying for the post, the applicant should ensure that he / she fulfills the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a 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 will stand automatically cancelled. If any of the above shortcoming(s) is / are detected even after appointment his / her services are liable to be terminated without any notice. Canvassing in any form shall disqualify the candidate.
7. The mere fact that a candidate has submitted application against the advertisement and apparently fulfilling the criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely called for interview/ considered further for selection process.
8. Any proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Delhi and courts / tribunals / forums at Delhi only shall have sole and exclusive jurisdiction to try any such cause / dispute.
9. In case any ambiguity/dispute arises on account of interpretation in versions other than English, the English Version will prevail.

HOW TO APPLY

Interested candidates should log on to our website www.ntpccareers.net or visit careers section at www.ntpc.co.in for applying. No other means/ mode of application shall be accepted. Candidates are required to possess a valid email ID. NTPC will not be responsible for bouncing back of any email sent to the candidates.

Candidate belonging to General/EWS/OBC(NCL) category are required to pay a non-refundable registration fee of Rs. 300/-. The SC/ST/PwBD/XSM category & female candidates need not pay the registration fee.

Payment in offline mode: State Bank of India has been authorized to collect the registration fee, in a specially opened account (A/C **No. 30987919993**) at CAG branch, New Delhi (Code: 09996), on behalf of NTPC. Candidate has to approach the nearby SBI branch with a printout of the "pay-in-slip" which is available on the application registration portal. The pay-in-slip printed from the portal should only be used for depositing the fee for proper crediting of amount in the allocated account. On receipt of the money, the bank will issue a unique Journal Number and a Branch Code of the bank collecting the money. This journal number and the branch code are to be filled up by the candidate during online registration. NTPC will not be responsible, in case a candidate deposits the fee in wrong account.

Payment in online mode: Candidates also have the option to pay the fees online (through Net banking / Debit Card (Rupay debit cards Only) / Credit Card). The online payment option will be available on the website. The candidate is required to make the payment before proceeding for online application. After making successful payment, the Challan number, Bank Reference No, date of payment etc. are required to be filled up in the online application.

Fee once paid will not be refunded under any circumstances. Candidates are therefore requested to verify their eligibility criteria before paying the registration fee. After applying online, candidate is required to download the registration slip generated by the system with unique registration number. Copy of registration slip may be retained by the candidate for future reference. No document is required to be sent to us by post.

It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, while applying for the post.

Commencement of online of application: 23.07.2021

Last date for online of application: 06.08.2021

एनटीपीसी NTPC

NTPC Limited

(A Govt. of India Enterprise)

Regd. Office: NTPC Bhawan, Core-7, SCOPE Complex, 7, Institutional Area, Lodhi Road,New Delhi-110003

CIN- L40101DL1975GOI007966, Website : **www.ntpc.co.in**

Leading the Power Sector

Advt. No.- 06/21

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