



टीएचडीसी इंडिया लिमिटेड  
**THDC INDIA LIMITED**

(श्रेणी-क, मिनीरत्न, सरकारीउपक्रम)  
(Schedule "A" Mini Ratna Government PSU.)

Advt. No.-08/2023

Date: 03.05.2023

**RECRUITMENT FOR THE POST OF EXPERIENCED ENGINEERS/EXECUTIVES**  
**IN DIFFERENT DISCIPLINES ON FIXED TERM BASIS**

**Company Profile:**

THDC India Limited is a leading Power Sector and Profit making Public sector Enterprise and registered as a Public Limited Company in July-88 under the Companies Act, 1956. THDCIL was conferred 'Mini Ratna – Category - I Status in Oct - 09 and up -graded to Schedule 'A' PSU in July – 2010 by Govt of India. Equity of company was earlier shared between Govt. of India and GoUP in the ratio of 75:25. After Strategic Sale Equity in THDC India Limited is shared between NTPC Limited and Government of UP in a ratio of 74.496 and 25.504.

The Authorized Share Capital of the Company is Rs. 4000 Cr. THDCIL started earning profits from first year (2006-07) of commercial operation of its maiden project i.e. Tehri HPP (1000 MW) and THDCIL is a consistently profit-making company since then.

THDCIL was constituted with the sole objective to develop, operate & maintain the 2400 MW Tehri Hydro Power Complex and other Hydro projects. The 2400 MW Tehri Hydro Power Complex comprises of (1) Tehri Dam & HPP (1000 MW), (2) Koteshwar HEP (400 MW) and (3) Tehri PSP (1000 MW).

The Corporation has grown into a multi-Project Organization, with Projects spread over various States as well as neighboring country, Bhutan. Presently, THDCIL has a portfolio of different projects (Hydro, Thermal, Wind & Solar), which includes 1587 MW Operational and balance under various stages of development / implementation. In addition, a number of Projects in the country are in the business development stage.

Presently, THDCIL has three operational hydro power plants namely Tehri HPP (1000 MW), Koteshwar HEP (400 MW), Dhukwan Small HEP (24 MW), two operational Wind Power Plants namely Patan Wind Farm (50 MW) and Devbhumi Dwarika Wind Farm (63 MW) and one Solar Power Plant at Kasargod, Kerela (50 MW). Two hydro power projects namely Tehri PSP (1000 MW) & VPHEP (444 MW) and one Thermal Project namely Khurja STPP (1320 MW) are under construction.

Ministry of New and Renewable Energy (MNRE) has allotted THDCIL to develop UMREPPs through SPV/JVC in the state of Uttar Pradesh and Rajasthan.. JV Company namely TUSCO limited has been

registered on 12.09.2020 and in the initial phase, JV is planning to develop 600 MW capacity of Solar Park, each at Jhansi and Lalitpur District of UP.

“TREDCO RAJASTAN LIMITED” is a Joint Venture Company of THDC India Limited and RRECL (A state PSU OF Govt. of Rajasthan) was incorporated on 25<sup>th</sup> March 2023 for development, operation and maintenance of 1000 MW Capacity Ultra Mega Renewable Energy Power Parks (UMREPP) in state of Rajasthan.

Further, THDCIL has also diversified to provide specialized Consultancy services in the Power Sector.

*For further details of company profile and projects candidates may log on to [www.thdc.co.in](http://www.thdc.co.in)*

*THDCIL invites applications from dedicated, result oriented and dynamic candidates with good experience and academic records to join us as Engineer/Executives in various disciplines on Fixed Term Basis:*

### DETAILS OF POST

S.No	Name of Post (on Fixed Term Basis)	No. of posts	UR	EWS	OBC (NCL)	SC	ST
1.	Engineer (Civil)	15	07	01	04	02	01
2.	Sr. Engineer (Civil)	05	04	Nil	01	Nil	Nil
3.	Dy. Manager (Civil)	05	04	Nil	01	Nil	Nil
4.	Engineer (Electrical)	10	05	01	02	01	01
5.	Sr. Engineer (Electrical)	05	04	Nil	01	Nil	Nil
6.	Dy. Manager (Electrical)	05	04	Nil	01	Nil	Nil
7.	Engineer (Mechanical)	10	05	01	02	01	01
8.	Sr. Engineer (Mechanical)	03	03	Nil	Nil	Nil	Nil
9.	Dy. Manager (Mechanical)	02	02	Nil	Nil	Nil	Nil
10.	Executive (Masters in Social Work)	03	01	Nil	01	01	Nil
11.	Sr. Executive (Masters in Social Work)	02	02	Nil	Nil	Nil	Nil

12.	Engineer (IT)	10	05	01	02	01	01
13.	Executive (Admin- Guest House)	02	02	Nil	Nil	Nil	Nil

**Post reserved for Persons with Benchmark Disabilities (PwBD)**

From the post indicated from Sl No 1 to 13 in the table above. The vacancies for Persons with Benchmark Disabilities (PwBDs) are reserved as per Govt. Guidelines for the posts identified as under:

<b>Post / Sl No. in table above</b>	<b>Post identified suitable for</b>
Sl no 1, 2 & 3	a) D, HH b) OA, OL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above
Sl no 4, 5 & 6	a) D, HH b) OL, Dw, AAV c) ASD (M), SLD, MI d) MD involving (a) to (c) above
Sl no 7, 8 & 9	a) D, HH b) OA, OL, Dw, AAV c) SLD, MI d) MD involving (a) to (c) above
Sl no 10 & 11	a) B, LV b) D, HH c) OA,BA, OL, BL, OAL, LC, Dw, AAV, MDy d) MI e) MD involving (a) to (d) above
Sl No 12	a) B, LV b) D, HH c) OL, CP, LC, Dw, AAV d) SLD,MI e) MD involving (a) to (d) above
Sl No 13	a) B, LV b) D, HH c) OA, OL, OAL, CP, LC, Dw, AAV d) ASD (M, MoD), ID, SLD, MI e) MD involving (a) to (d) above

**Abbreviation:**

B=Blind, LV=Low Vision, D=Deaf, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, MDy= Muscular Dystrophy, ASD= Autism Spectrum Disorder (M= Mild, MoD = Moderate), SLD= Specific Learning Disability, MI= Mental Illness, MD=Multiple Disabilities

**The vacancies for Persons with Benchmark Disabilities (PwBDs)/SC/ST/OBC(NCL)/EWS are reserved as per Govt. Guidelines/Directives.**

**The vacancies for PwBDs are reserved as per Govt. Guidelines. If there is no person with benchmark disability available for the post shall fill up the vacancy by appointment of a person, other than a person with benchmark disability.**

**The total number of vacancies indicated above may increase/decrease at the discretion of THDCIL Management.**

### DETAILS OF QUALIFICATION FOR DIFFERENT POSTS

Sl.No.	Name of the post	Essential Qualification	Overall Percentage in Xth & XIIth
1.	Engineer (Civil)	Full time regular Bachelor's Degree in Civil Engineering (B.E/B.Tech/B.Sc.- Engg.) from recognized Indian University/Institute approved by AICTE with not less than 60% marks or equivalent CGPA, taking average of all Semesters/Years, irrespective of weightage given to any particular semester/year by the University/ Institute.	Not less than 65% marks in X & XII Board examination (taking average of all subjects) for General, OBC(NCL) and EWSs category candidate(s) and pass marks (taking average of all subjects) in case of vacancy reserved for SC/ST/PwBD Category candidates(s). Candidates with 64.99% marks are not eligible and the same shall not be rounded off to 65%.
2.	Sr. Engineer (Civil)		
3.	Dy. Manager (Civil)		
4.	Engineer (Electrical)	Full time regular Bachelor's Degree in Electrical/ Electrical (Power)/ Electrical and Electronics/ Power Systems & High Voltage/ Power Engineering (B.E/B.Tech/B.Sc.- Engg.) from recognized Indian University/Institute approved by AICTE with not less than 60% marks or equivalent CGPA, taking average of all	Not less than 65% marks in X & XII Board examination (taking average of all subjects) for General, OBC(NCL) and EWSs category candidate(s) and pass marks (taking average of all subjects) in case of vacancy reserved for SC/ST/PwBD Category candidates(s). Candidates
5.	Sr. Engineer (Electrical)		
6.	Dy. Manager (Electrical)		

		Semesters/Years, irrespective of weightage given to any particular semester/year by the University/ Institute.	with 64.99% marks are not eligible and the same shall not be rounded off to 65%.
7.	Engineer (Mechanical)	Full time regular Bachelor's Degree in Mechanical/ Mechanical & Automation Engineering (B.E/B.Tech/B.Sc.-Engg.) from recognized Indian University/Institute approved by AICTE with not less than 60% marks or equivalent CGPA, taking average of all Semesters/Years, irrespective of weightage given to any particular semester/year by the University/ Institute	Not less than 65% marks in X & XII Board examination (taking average of all subjects)for General, OBC(NCL) and EWSs category candidate(s) and pass marks (taking average of all subjects) in case of vacancy reserved for SC/ST/PwBD Category candidates(s). Candidates with 64.99% marks are not eligible and the same shall not be rounded off to 65%.
8.	Sr. Engineer (Mechanical)		
9.	Dy. Manager (Mechanical)		
10.	Executive (Masters in Social Work)	Master of Arts in Rural Development or Master of Arts in Social Work with from recognized Indian University/Institute approved by AICTE with not less than 60% marks or equivalent CGPA, taking average of all Semesters/Years, irrespective of weightage given to any particular semester/year by the University/ Institute.	Not less than 65% marks in X & XII Board examination (taking average of all subjects)for General, OBC(NCL) and EWSs category candidate(s) and pass marks (taking average of all subjects) in case of vacancy reserved for SC/ST/PwBD Category candidates(s). Candidates with 64.99% marks are not eligible and the same shall not be rounded off to 65%.
11.	Sr. Executive (Masters in Social Work)		
12.	Engineer (IT)	Full Time B.E/B.Tech/ B.Sc (Engg./Technology)/ MCA/ Level "B" examination in Computer Science / Information Technology from recognised Indian University or Institute recognized by appropriate statutory authority in India with not less than 60% marks.	Not less than 65% marks in X & XII Board examination (taking average of all subjects)for General, OBC(NCL) and EWSs category candidate(s) and pass marks (taking average of all subjects) in case of vacancy reserved for SC/ST/PwBD Category candidates(s). Candidates with 64.99% marks are not eligible and the same shall not be rounded

			off to 65%.
13.	Executive (Admin-Guest House)	*Full Time 3 year Diploma in Hotel Management & Catering from recognised Indian University or Institute recognized by appropriate statutory authority in India with not less than 60% marks.  OR *Full Time Degree in Hotel Management & Catering from recognised Indian University or Institute recognized by appropriate statutory authority in India with not less than 60% marks	Not less than 65% marks in X & XII Board examination (taking average of all subjects)for General, OBC(NCL) and EWSs category candidate(s) and pass marks (taking average of all subjects) in case of vacancy reserved for SC/ST/PwBD Category candidates(s). Candidates with 64.99% marks are not eligible and the same shall not be rounded off to 65%.

Candidates with 59.99% marks in Essential Qualification and 64.99% in Overall Percentage in Xth and XIIth are not eligible and shall not be rounded off to 60% and 65% respectively.

### EXPERIENCE REQUIREMENT & UPPER AGE LIMIT

Post No.	Upper Age Limit as on 08.05.2023	Experience	Relevant Field
For Post No 1, 4 & 7	32 years	Post Qualification Experience of 1 year in Relevant filed.	Experience in Construction /Erection & Commissioning / Operation & Maintenance of thermal power plants preferably having installed capacity of 500 MW and above  OR Experience in Construction /Erection & Commissioning / Operation & Maintenance of Hydro power project of 100MW and above capacity  Experience in Construction /Erection & Commissioning / Operation & Maintenance of Solar Power Project/
For Post No 2, 5 & 8	40 years	Post Qualification Experience of 6 years in Relevant filed.	
For Post No 3, 6 & 9	45 years	Post Qualification Experience of 11 years in Relevant filed.	

			Wind Power Project of 50MW and above capacity
For Post No 10	32 years	Post Qualification Experience of 1 year in Relevant filed.	Experience in any Central Public Sector Enterprises / other organization of repute (direct / through third party agency) in the area of planning, implementation and monitoring & evaluation of CSR / Land Acquisition / Community Development / Community Engagement, etc
For Post No 11	40 years	Post Qualification Experience of 6 years in Relevant filed.	
For Post No 12	32 years	Post Qualification Experience of 1 year in Relevant filed.	Experience in Executive/Officer cadre in IT / Cyber Security in public or private sector. Candidates with experience in Cyber Security shall be preferred
For Post No 13	32 years	Diploma Holder-Post Qualification Experience of 3 year in Relevant field  OR For Degree Holder-Post Qualification Experience of 1 year in Relevant filed	Experience of on the job hospitality in various deptt such as Front Desk/ House keeping/ Customer Service/ Catering Food and Services function in public or private sector.  Candidates with Experience in PSUs and reputed large private sector shall be preferred.

## RELAXATION & CONCESSION

1. Reservation to OBC (Non-Creamy Layer)/SC/PwBDs (Degree of Disability 40% or above)/ Ex-Servicemen /J&K Domiciled/Victims of riots candidates will be provided as per Government of India directives/guidelines.
2. \*Relaxation in Essential Qualification and Overall percentage of marks for SC/ST/PwBDs /Departmental candidates and Ex-Servicemen category candidate will be "Pass Marks".
3. \*Relaxation in Upper age Limit for OBC(NCL)/SC/ST/PwBDs/J&K Domiciled/ Ex-Servicemen /Doob Kshetra/ Departmental Candidates shall be as per Government of India directives/guidelines.
4. Category (SC/ST/OBC(NCL)/PwBDs/ Ex-Servicemen /EWS) once filled in the online Registration form will not be changed and no benefit of these category will be admissible later on.  
\*wherever vacancy is reserved for respective category

## SELECTION PROCESS

- Eligible Candidates may be shortlisted category-wise for Personal Interview.
- The selection process consists of marks obtained in Academic qualification, Post Qualification Experience and Personal Interview.
- Candidates must qualify in Personal Interview in order to be considered for the empanelment.

The Qualifying percentage marks in the interview for different categories are as mentioned below:

CATEGORY	QUALIFYING PERCENTAGE MARKS
Unreserved (UR)/ OBC(NCL)/EWS	50%
*SC/ST/PwBDs/Ex-Servicemen	30%

\*Wherever vacancy is reserved

## HEALTH STANDARDS

Applicants should have sound health. Before joining candidates will have to undergo medical examination by CMO of any Govt Hospitals. No relaxation in Medical Examination Rules is allowed.

For details, please visit "Medical Examination Rules" on Career Section of our website [www.thdc.co.in](http://www.thdc.co.in)

## COMPENSATION PACKAGE

1. For Post no- 1,4,7,10,12 & 13

Fixed Consolidated honorarium of Rs 60,000/- per month (CTC)

Sl.No.	Particulars	Amount (Rs) per month	Remarks
1.	Fixed Pay	46584	
2.	Fixed Allowance	5590	
3.	PF Employer contribution	5590 (12% of Fixed Pay)	It shall be payable on completion/ expiry of fixed term engagement
4.	Gratuity	2236 (4.8%)	

2. For Post no- 2,5,8 & 11

Fixed Consolidated honorarium of Rs 70,000/- per month (CTC)

Sl.No.	Particulars	Amount (Rs) per month	Remarks
1.	Fixed Pay	54347	
2.	Fixed Allowance	6522	
3.	PF Employer contribution	6522 (12% of Fixed Pay)	It shall be payable on completion/ expiry of fixed term engagement
4.	Gratuity	2609 (4.8%)	



3. For Post no.- 3,6 & 9

Fixed Consolidated honorarium of Rs 80,000/- per month (CTC)

Sl.No.	Particulars	Amount (Rs) per month	Remarks
1.	Fixed Pay	62112	
2.	Fixed Allowance	7453	
3.	PF Employer contribution	7453 (12% of Fixed Pay)	It shall be payable on completion/ expiry of fixed term engagement
4.	Gratuity	2981 (4.8%)	

## REGISTRATION FEES

Candidate belonging to General/OBC(NCL)/EWS category are required to pay non-refundable registration fee Rs.600 (Rs Six Hundred Only) through online mode.

**The SC/ST/PwBDs/Ex-Servicemen/Departmental candidates (THDCIL Employees only) need not pay the Registration fee.**

## TERMS & CONDITIONS

1. The engagement is purely on fixed term basis (full time). The tenure will commence from the date of joining. You will have to sign a contract with THDCIL and will be governed by the terms and conditions of employment as mentioned in the Contract. Initial period of engagement will be for one year. Based on the performance, period of engagement may be extended further on yearly basis. However, total period of contract engagement will not exceed beyond 05 years.
2. Fixed term engagement at THDCIL will be regulated by THDCIL CDA rules and other administrative rules/orders that may be in force from time to time.
3. Engagement is subject to verification of character and antecedents/ and caste certificates and in case of any false claim made, the engagement will be terminated forthwith without assigning any further reasons and prejudice to such actions as may be taken under the provision of the Indian penal Code for production of false certificates.
4. The selected candidate shall be required to work on full time basis and look after all job assignment as an Engineer/Executive. No private work/practice shall be allowed during the period of engagement on fixed term basis in THDCIL.
5. The selected candidate will not have any right to claim regular appointment in THDCIL by virtue of your working on contractual/tenure basis.
6. The selected candidate will be paid consolidated monthly honorarium as mentioned above.
7. In addition to consolidated honorarium, special allowance shall be payable location wise as applicable at the place of posting.
8. The selected candidate will be paid conveyance reimbursement for using vehicle for official purpose on

certification basis. The amount of monthly reimbursement shall be Rs. 6620/- for four wheelers and Rs 3140/- for two-wheeler.

9. On successful completion of continuous one year period/service in the event of extension an annual increase of 8% of honorarium may be considered.
10. The selected candidate will be entitled for Leaves as applicable in case of FTB employees as their place of posting in a year and eligible for all listed holidays as applicable at the place of posting. In case of female employees Maternity Leave shall be extended as per the Maternity Benefit Act, 1961 subject to fulfilling other laid down conditions in the act.
11. The selected candidates will be entitled for actual medical benefits for self and spouse and 02 dependent children (subject to eligibility as per the rule) from THDCIL Hospital/Dispensary and other empaneled hospitals as per the rules.
12. TA/DA along with Lodging and Boarding charges shall be payable in case of outstation official journey as per the rules.
13. The selected candidates will be provided accommodation (Subject to availability and recovery of House Rent and Electricity charge) at the place of posting as per the existing House allotment Rules of the Corporation. In case accommodation is not available in the township/premises, the HRA could be payable as applicable at place of posting.
14. The selected candidates will be allowed one time reimbursement for mobile phone and laptop subject to the maximum ceiling of Rs 10,000/- and Rs. 60,000/- respectively, which enables them to contribute effectively for Company works. Depreciated value of the gadgets shall be recovered from employee if he/she leaves the employment in less than 2 years of service. However, the Employee shall be allowed to retain the gadgets at the time of separation after completion of more than 2 years of service.
15. Terminal benefits: PF, Gratuity, Pension, Medical benefits etc. are included in their consolidated monthly compensation. Therefore, both employer and employee contributions towards EPF and Gratuity liability (4.80%) will be deducted from the salary and will become payable on completion/expiry of the fixed term engagement.
16. Benefit under Group Personal Accident Insurance Scheme: Benefits under Group Personal Accident Insurance Scheme shall be extended as per company rules.
17. Relocation/Transfer benefits/Joining expenses: will be reimbursed (if applicable) as per rules.
18. Refreshment and Health Supplement reimbursement for Night Shift (Night shift allowance): In case they are rostered for the night shift involving work beyond 00 hrs. Midnight, they will be eligible for payment towards expenses incurred on food and health supplements required for maintaining good health as per the rules.
19. The tenure can be terminated by either party by giving one month notice in writing subject to fulfilling term and conditions of service agreement bond.
20. The selected candidates are required to bring medical fitness certificate from CMO/Civil Surgeon/CMS of Govt. Hospital. You are, therefore, advised to have yourself medically examined in accordance with the medical standards enclosed before reporting for joining. You may furnish certificate from Govt. Chief Medical Officer/Civil Surgeon/Chief Medical Superintendent of District Hospital authorized to issue such certificate stating that you are medically fit for taking up this assignment on the medical examination duly signed and stamped. If on medical examination for the medical certificate, it is found that you do not conform to the required physical

standards, you will not be permitted to take up this appointment.

21. The selected candidates are liable to be posted to any of THDCIL's Project/Units and Offices

## GENERAL INFORMATION & INSTRUCTIONS

1. Only Indian Nationals are eligible to apply.
2. The candidate should ensure that he / she fulfils the eligibility criteria and other norms mentioned in this advertisement. If a candidate shortlisted based on the information given by him/ her and does not fulfil the same/ meet the criteria, he/she will not be allowed for Personal Interview.
3. All qualification should be Regular and Full-Time from an Indian University/Institute recognized by AICTE appropriate statutory authority.
4. All Degree/Diploma should be from recognized Indian University.
5. Training / Apprenticeship / Teaching period will not be counted as experience.
6. Computation of age and experience shall be done as on **08.05.2023**.
7. While applying for the post, the applicant should ensure that he/she fulfils 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 fulfil 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.
8. Reservation/Relaxation/Concession to the candidates belonging to SC/ST/OBC (NCL)/EWS/ PwBDs/Ex-Servicemen/J&K Domicile/Victims of Riots category shall be as per the Government of India directives.
9. Canvassing in any form shall disqualify the candidate.
10. Candidates claiming to belong to any particular category shall/ necessarily furnish valid EWS/ OBC(NCL)/SC/ST/PwBDs Certificate, as the case may be, from Competent Authority. For posts where there are identified vacancies for OBC(NCL)/SC/ST/PwBDs/EWS candidates, are required to submit requisite certificate in the latest prescribed format of Government India, issued in the current year only. Relaxation can be extended in case of vacancies identified for SC/ST/OBC (NCL)/PwBDs/EWS candidates. The upper age limit relaxed by 05 years for SC/ST/, 03 years for OBC (NCL) candidates. It is relaxed by 10 years for PwBD-General/EWS, 13 years for PwBDs for OBC (NCL) and 15 years for PwBDs-SC/ST/ candidate. The OBC candidates who belong to "Creamy Layer" are not entitled for concession admissible to OBC-category and such candidates have to indicate their category as General. Upper age is relaxed by 05 years for the candidates who had ordinary been domiciled in the State of Jammu & Kashmir from 01.01.1980 to 31.12.1989 in addition, the age relaxation for Ex-Servicemen (Ex-SM) will be as per Government of India guidelines/directives.
11. Candidates seeking reservation under EWS Category will have to submit an Income and Asset Certificate issued by Competent Authority. The EWS Certificate issued by the Competent Authority should be valid on closing date for receipt of online application in THDCIL. The Prescribed Format and the Competent Authority have been given Department of Personnel and Training Office Memorandum No -

36039/1/2019-Estt(Res) dated 31.01.2019.

The validity of the certificate, if any, will be as per the Government of India rules as amended from time to time. Like the EWS Candidate must be in possession of an Income and Asset Certificate for the year 2022-23 based on income assessment for the year 2021-22 on or after the closing date of application. No request for the extension of time production of certificate beyond said date shall be entertained. In case the candidates fail to produce the same at the time of interview they will not be allowed to appear for the interview. Further, their request for the interview under General Category will not be entertained.

12. The total number of vacancies indicated above may increase/decrease at the discretion of THDCIL Management.
13. Format prescribed for furnishing certificates for SC/ST, OBC, EWS and PwBDs (as applicable for the relevant PwBDs category), formats are available in THDCIL website [www.thdc.co.in](http://www.thdc.co.in)
14. The closing date for receipt of application will be treated as the date reckoning for SC/ST/OBC(NCL)/EWS/PwBDs status of the candidate and the candidates should be in possession of necessary certificate as on this date.
15. In case Caste /Category Certificate is issued in a language other than Hindi or English, candidates are advised to produce a certified translation of the same in either Hindi or English language at the time of document verification.
16. The upper age limit shall also be relaxed by 5 years for candidates belonging to THDCIL Project Affected Families.
17. Candidates belonging to Doob Kshetra/THDCIL Project Affected Area the certificate shall be valid only if the same is issued by Special Land Acquisition Officer (SLO) duly verified by concerned District Authority.
18. 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 Personal Interview if original and valid photo identification is not presented.
19. Candidates are advised to keep their e-mail ID, Mobile No. active at least for one year. No change in email ID and Mobile Number. will be allowed on centered. All future correspondence shall be sent via email/or SMS only.
20. All information regarding this recruitment process shall be made available in the recruitment section of our website [www.thdc.co.in](http://www.thdc.co.in) and no separate communication shall be made. Applicant are advised to check the website periodically for updates related to recruitment process.
21. Applications from candidates employed in the Central/State Governments and Public Sector Undertakings, will have to be forwarded through proper channel. However, application not submitted through proper channel may be processed on the basis of advance copy but in such cases the candidate will be required to produce a "No Objection Certificate" at the time of interview. Failing which he/she shall not be permitted to attend the interview. An undertaking to this effect would have to be furnished by the applicant along with his application.
22. Candidates employed with Government Departments/PSUs/Autonomous Bodies will be required to submit relieving letter from current organization at the time of joining if selected for the post.

23. The mere fact that 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.
24. Depending on the requirement THDCIL 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.
25. For any queries, regarding this recruitment process, please send email to [thdcruitment@thdc.co.in](mailto:thdcruitment@thdc.co.in) or can call on working day (Monday to Friday) from 10.00 AM to 5.30 PM in recruitment cell at 0135-2473412 and 0135-2473837
26. Any proceeding in respect of any matter of claim or dispute arising out of this advertisement and/or an application response there to can be instituted only in Dehradun (Uttarakhand) and Court/tribunals/forums at Dehradun (Uttarakhand) only shall have sole exclusive jurisdiction to try any such cause/dispute.
27. In case any ambiguity/ dispute arises on account of interpretation in versions other than English, the English version will prevail.

## HOW TO APPLY

**Before applying for Online Registration Form candidates should possess the following:**

1. Valid and active Email ID and Mobile No.

**(E-mail ID and mobile number to be entered in online registration form is mandatory. In case a candidate does not have a valid e-mail ID, he/she should create his/her new e-mail ID before applying online. Candidates are advised to keep the e-mail ID and mobile number entered in the online registration form active for at least one year. No change in the e-mail ID or mobile number will be allowed once entered. All future correspondence shall be made via e-mail and/ or SMS only.)**

2. Scanned copy of recent passport size color photograph of the candidate with white background (Size-50 KB & Format-JPG/PNG/PDF)

3. Scanned signature of the candidate. (Size-20 KB & Format-JPG/PNG/PDF).

**(Signature (in Black ink) against white background is to be scanned and uploaded in the space earmarked in the online registration form. Candidate is advised to confirm his/her uploaded signature is clearly visible/ identifiable at the appropriate place.)**

4. Scanned copy of Marksheet of Class Xth for date of proof certificate (Size-125 KB & Format-JPG/PNG/PDF)

5. Marksheet & Degree (Full-Time/Regular) of respective essential qualification. (Size-500 KB & Format-JPG/PNG/PDF).

**NOTE: Candidates having Additional Qualification are supposed to upload the supporting documents along with documents of essential qualification as one file.**

6. Scanned copy of Experience Certificate. (Size-500 KB & Format-JPG/PNG/PDF).

**(Candidates should ensure that they have uploaded all their experience certificates as one file)**

**NOTE: If the experience certificates in one file is too large then a separate file may made and the same may be uploaded against the UPLOAD OTHER EXPERIENCE CERTIFICATES in upload documents section.**

7. Scanned copy of Caste/ Category Certificate (if applicable in case of SC/ST/OBC(NCL)/PwBD/J&K Domiciled / Ex-Servicemen/ Victims of riots /Doob Kshetra of THDC Projects) in a format prescribed by the Government of India. (Size-125 KB & Format-JPG/PNG/PDF)

8. Scanned copy of Proof of norms adopted by University/Institute to convert CGPA/OGPA/DGPA in to percentage. (Size-125 KB & Format-JPG/PNG/PDF)

**If CGPA is not applicable then upload the scanned copy of Marksheet.**

**Steps to Fill in Online Registration Form:**

- I. The relevant link will be made available on THDCIL website <https://www.thdc.co.in/>→**Career Section**→**New Openings**. No other means/ mode of Registration Form shall be accepted. Candidates shall only apply through online registration link. ***Before filling the Online Registration Form please read eligibility criteria and essential qualification required carefully.***
- II. Candidates must fill in their Basic Information.  
Candidates must enter the same name in the same configuration as they are entering while applying as mentioned in their certificate.
- III. Must carefully fill the fields asked in the Basic Information. Such as State Domicile, Category, Religion and other information asked.
- IV. Fill in the details of Academics & Professional Qualification as per your marksheet and certificate only. Provide marks as per your marksheet. In case of CGPA provide correct marks in percentage after conversion.
- V. While filling in the Languages Known remember to tick the boxes provided in that section as well. Next fill in Address details and other information.
- VI. Fill in the details of your experience with proper mention of period of service.
- VII. Remember to upload all the documents as per mentioned format and size. Please see that all documents uploaded are clear and readable.
- VIII. Upon completing the filling of the details in Registration form, candidate has to click the Save button and then proceed further:

- For the candidates belonging to **General, OBC(NCL) and EWS**, Payment Now option will appear before final submission of Registration Form, the candidate has to click on Payment Now and complete the payment process. After completion of Payment process, the candidates shall complete the application form by filling up of Payment details and then shall click on the Submit Button at the bottom of the page.
- For ST/SC/PwBD/ J&K Domiciled / Ex-Servicemen/ Victims of riots /Doob Kshetra (Project Affected)/ Department Candidates (THDCIL Employees only) need not pay the Registration Fee and no Payment Now option will appear, for such candidates, they have to directly click on Submit button at the bottom for Final Submission.

**IMPORTANT NOTE: After clicking of Submit button the Registration Form will be considered complete and submitted for Final Submission.**

IX. Candidate should take a print out of completed application form and keep it with him/ her safely for future reference. **(This print out of application should be kept in safe custody of the candidate. Candidates must not send this printout to any office of THDCIL).**

X. Other Points:

- All Information regarding this recruitment process shall be made available in the career section of our website <http://www.thdc.co.in> and no separate communication shall be made. Applicants are advised to check the web site periodically for updates regarding this recruitment.
- Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.
- Applicants can send their Query related to Recruitment to e-mail ID: [thdcruitment@thdc.co.in](mailto:thdcruitment@thdc.co.in) or can call any working day (Monday to Friday) from 10.00 AM to 5.00PM in recruitment cell at 0135-2473837 and 0135-2473412.
- Once applied, the applicants are advised to check the website as well as their registered e-mail ID regularly for any updates.

***THE CANDIDATES SHOULD CROSS CHECK ALL THE DETAILS FILLED IN THE  
ONLINE***

***REGISTRATION FORM, BEFORE FINALLY SUBMITTING THE SAME, AS NO  
CORRECTION WILL BE ALLOWED LATER.***

## HOW TO MAKE PAYMENT

- For **GENERAL, OBC(NCL) & EWS CANDIDATES**- Candidates have to click on the payment now link and make payment of **Registration fee-₹ 600/- (₹. Six Hundred only)**
- For ST/SC/PwBDs/ J&K Domiciled / Ex-Servicemen/ Victims of riots /Doob Kshetra of THDC Projects the **Registration fee is exempted.**
  1. Visit SBI Collect from <https://www.onlinesbi.com/sbicollect/icollecthome.htm>
  2. Select Category-----> PSU-Public Sector Undertaking.
  3. Search for PSU- Public Sector Undertaking and type---- THDC INDIA LIMITED
  4. Click on “THDC INDIA LIMITED”.
  5. Fill in the details like a. Name, b. Application No. (THDC Registration No.), c. Mobile Number, d. Father’s Name and e. Email ID, f. Advt No., g. Post, h. Discipline, i. Amount (Please fill in the same details as entered in online application and kindly ensure to fill the details correctly)
  6. Enter your details-----> Click on Individual and fill details like Name, Date of Birth, Mobile No., Email ID.
  7. Click on the Check Box- I have read and agreed to Terms & Conditions.
  8. Enter the Captcha and Click on Next.
  9. Verify payment details and Click on Next.
  10. Select the payment mode and make payment of fees.
  11. Select the payment mode and make payment of fees.

### IMPORTANT POINTS:

- On making the payment a unique number will be generated and the candidates will receive it on their Registered Mobile Number through SMS.
- Candidate should take print out of receipt of Registration Fee and keep it with him/her safely for future reference. Candidate must not send this printout to any office of THDCIL.
- If Registration Fee is deducted from the bank account and candidate receives failure payment message, after submitted the Registration Form and Payment Now displaying on the Registration form then candidates are advised to read instructions carefully under “Steps for making payment of Registration Fee” and accordingly once again make the payment of Registration fee or contact his/her bank.
- Bank Commission charges will be borne by the candidates. In case the fee is deposited in wrong account then THDCIL will not be responsible.
- Registration fee deposited **after Last date of submission of payment details in Online Portal (5:30 PM) will not be valid.**
- Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to ensure their eligibility before applying for any post and payment of Registration Fee.



## IMPORTANT DATES

Sl.No.	Particulars	Date & Time
1.	Opening of Online Registration	08.05.2023 (10:00 AM)
2.	Closing of Online Registration	05.06.2023 (11:59 PM)
3.	Last date of submission of payment details in Online Portal (For Registered candidates only)	08.06.2023 (5:30 PM)

**Note:**

- 1. Applicants are advised to check the Recruitment section of our website regularly for any updates.*
- 2. In order to avoid last minute rush, the candidates are advised to apply early enough. THDCIL will not be responsible for network problems or any other problem in submission of online application.*
- 3. Registration Fee once paid will not be refunded under any circumstances.*