



पावर ग्रिड कारपोरेशन ऑफ इंडिया लिमिटेड

(भारत सरकार का उद्यम)

POWER GRID CORPORATION OF INDIA LIMITED

(A Government of India Enterprise)

SOUTHERN REGION TRANSMISSION SYSTEM-II

Notice/सूचना

Date/ दिनांक: 10.08.2016

Recruitment for the Post of Jr. Officer Trainee (HR) and Assistant (Finance) – Document Verification & Medical Examination Schedule

Based on the performance of the candidates in the written test held on 12.06.2016 (Sunday) and the subsequent Computer Skill Test on 20.07.2016 at Bangalore, the following candidates have been provisionally shortlisted and selected for the posts of Jr. Officer Trainee (HR) and Assistant (Finance). These candidates are required to undergo document verification, **Pre-employment Medical Examination** in accordance with POWERGRID Medical Standards and then complete Joining Formalities for which they are advised to report on **25.08.2016 at 07.00 Hours** at the address given below:

POWER GRID CORPORATION OF INDIA LIMITED
SOUTHERN REGION TRANSMISSION SYSTEM-II RHQ,
NEAR RTO TEST DRIVING TEST,
SINGANAYAKANAHALLI, YELAHANKA-DODDAPALLAPUR ROAD,
YELAHANKA HOBLI, BANGALORE-560064
 Phone : 080-2309751/56, Fax : 080-2309719

List Of Shortlisted Candidates For The Post of Jr. Officer Trainee (HR)

S.No	Roll.No	Name(s) (S/Sh)	Date of Document Verification & Pre-employment Medical Exam
1	213030130	JITENDRA KUMAR SEN	25.08.2016
2	215010029	DEVENDRA KUMAR PANDEY	
3	224010010	SIDDHARTHA SATPATHY	
4	224020041	BIJAYA KUMAR JENA	

List Of Shortlisted Candidates For The Post of Assistant (Finance)

S.No	Roll.No	Name(s) (S/Sh)	Date of Document Verification & Pre-employment Medical Exam
1	315020035	K CHANDRA MOULI	25.08.2016
2	322030053	RAJA S	
3	342010007	JINTO SEBASTIAN	
4	342020011	IBY P	

Offer letters and necessary documents of shortlisted candidates are being dispatched/ sent by e-mail/ uploaded in Candidates' login. They are advised to go through the contents of the offer and its enclosed documents carefully and if acceptable, convey their acceptance on or **before 17.08.2016** in the prescribed performa of acceptance by Fax (Fax no. 080-23093719) or e-mail at sr2rectt@powergrid.co.in. Further they are advised to bring the following documents as enlisted below:

List Of Documents Required To Be Brought At The Time Of Document Verification/ Joining

1. Registration Slip (Download from POWERGRID website – Login page) (as applicable)
2. Duly Filled Resume (Download from POWERGRID website – Login page)
3. Offer of Appointment (Download from POWERGRID website – Login page)
4. Transparency Relationship Declaration (Download from POWERGRID website – Login page)
5. Following documents in original along with one set photocopy:
 - (i) **Date of Birth** - Matriculation Certificate (Class-X) / Birth Certificate
 - (ii) **Educational Qualification** –
 - (a) **Intermediate** (as applicable)
 - (b) **All mark-sheets** (year-wise/semester-wise)
 - (c) **Degree/Post Graduate Degree/Diploma certificate** (as applicable)
 - (d) **Any other qualification**
 - (iii) **Proof of norms** adopted by the University/Institute to convert CGPA/OGPA/DGPA into percentage (wherever applicable).

Contd..2/-

- (iv) **Experience/Service Certificate** in the letter head of the company clearly indicating the post held, period of service, gross emoluments and area of experience as proof of Post Qualification Experience duly certified by organization concerned, wherever applicable.
 - (v) In case of candidate working in Central/State undertaking/Autonomous body, **No objection certificate (NOC)** please be brought along with aforesaid documents.
 - (vi) Original **Relieving Letter**, if already employed
 - (vii) **SC/ST Certificate**, in the prescribed GOI format from Competent Authority, as applicable.
 - (viii) **OBC (NCL) Certificate**, in the prescribed GOI format from Competent Authority, as applicable.
 - (ix) **Declaration Form** regarding Non-Creamy Layer status in respect of OBC (NCL) candidates in the prescribed format.
 - (x) **Disability Certificate** in case of PwD candidate in the prescribed format, as applicable.
 - (xi) **Discharge Certificate** in case of Ex-Servicemen in the prescribed format, as applicable.
 - (xii) **Certificate** in the prescribed format issued by Competent Authority in respect of J&K Domicile/ Victims of Riots, as applicable.
 - (xiii) **Employment Exchange Registration Receipt** (if name was sponsored by Employment Exchange)
 - (xiv) **Identity Proof** viz. Driving License/ Passport/ Aadhar Card/ PAN Card etc.
 - (xv) Any other relevant certificate
6. All enclosed proforma, duly filled up and completed in all respects.
7. Character certificates from two different persons not related to candidate from amongst the following
- a. Gazetted Officer of Central or State Government;
 - b. Member of Parliament/ State Legislature or Municipal Bodies;
 - c. District Magistrate of Sub-Divisional Magistrate;
 - d. Tahsildar or Deputy Tahsildar;
 - e. Principals of the recognized Educational Institutions last attended.
8. The Service Agreement Bond (as applicable), duly signed by candidate and the person standing surety for candidate as per mentioned in the enclosed terms and conditions of appointment. Guidelines for executing Service Agreement Bond are being sent with offer. Candidates are advised to study the guidelines carefully before executing the Bond. Candidates may note that they shall not be allowed to join without the Service Agreement Bond completed in all respects.
9. Attestation Forms (4 in numbers) duly filled and signed by any of the persons as mentioned in the enclosed Form.
10. Recent passport size photographs (4 copies).
11. Copy of offer of appointment along with terms & conditions of appointment duly signed on each page as acknowledgement of your acceptance.

Candidates will be reimbursed ordinary 2nd class/sleeper class railway fare for self only from the place to which this letter has been posted or the place from which s/he have actually traveled to report at Bangalore for joining whichever is nearer, by the shortest route. Reimbursement will be subject to production of Train tickets / Bus ticket, as the case may be. No other expenses are reimbursable. No travel expenses are admissible to candidates travelling from places within a distance of 30Kms of the venue mentioned above.

In case the candidate fails to bring any of the above mentioned certificates/ documents or any of the certificates/ documents are found to be not meeting the eligibility criteria specified in the detail advertisement, then her/his candidature will be rejected and s/he will not be allowed to complete the joining formalities and no TA shall be paid and shall not be considered any further. So candidates are once again requested to ensure their eligibility in this regard, before reporting for competing joining formalities.

Shortlisted candidates should come prepared for another 2/3 days of stay for attending the document verification & pre-employment Medical Exam, if required. However, no expenditure is reimbursable in this regard.