

India's Power Leader is looking for CORPORATE COMMUNICATION & IT EXECUTIVES

NTPC Limited is India's largest integrated energy company with installed capacity of 67907 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** in the area of **Corporate Communication** and **Information Technology** on **Fixed Term Basis** as per details given below:

A. Name of Post: Sr. Executive (Corporate Communication) - 01 Post for 05 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, liaising 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: 55 Years

Remuneration for Sr. Executive (Corporate Communication):

Commensurate with nature of experience and industry standards/Negotiable

B. Name of Post: Executive (IT Developer) - 02 Posts for 01 Year

Qualification

BE/B.Tech in CS/IT or MCA from a recognized University/Institute with at least 60% marks.

Experience Requirement: 02 years post qualification experience of software development, debugging & support in .NET & PHP using MVC. Web technologies including HTML, CSS, JavaScript, AJAX. RDBMS operation and management, particularly MSSQL, Oracle and MySQL. Experience of major IDE(s) like Visual Studio, Eclipse etc. Knowledge of server machines (Windows & Linux) and general trouble shooting and maintenance. Knowledge and experience in design and delivery of cross platform mobile application and Native approaches and integration with messaging services.

Upper Age Limit: 35 years

Remuneration for Executive (IT Developer): Fixed consolidated amount of Rs. 71,000/- per month (CTC). Additionally, HRA/Company accommodation and Medical facilities will be provided.

Post	Vacancies					Total
	UR	EWS	OBC	SC	ST	
Sr. Exe. (Corp. Commu.)	01					01
Exe. (IT Developer)	02					02

Vacancies for PwBD candidates as per Govt. guidelines.

Identified type of disabilities for the post of **Sr. Executive (Corporate Communications)** a) B, LV b) OA,OL, BL, OAL, CP, LC, Dw, AAV c) SLD, MI d) MD involving (a) to (c). **Executive (IT-Developer):** a) B, LV b) D, HH c) OA,OL,BL,OAL,CP, LC,Dw, AAV d) SLD,MI,ASD(M) e) MD involving (a) to (d).

Health

The candidate should have sound health. Before joining, candidates will have to undergo medical examination at any of the NTPC hospitals and the decision will be final and binding. No relaxation in health standards is allowed. Detailed medical norms are available on the website careers.ntpc.co.in

General Conditions:

- Only Indian Nationals are eligible to apply.
- All qualifications should be from Universities / Institutions recognized and approved in India.
- 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. The date of declaration of result / issuance of Mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account. Post qualification experience on a post/ level shall be counted only from the said date onwards.
- In order to restrict the number of candidates to be called for an interview, if so required, the Management reserves the right to conduct online screening/shortlisting/selection test or to raise the minimum eligibility standards/ criteria, as per requirement.
- Candidates claiming to belong to any particular category shall necessarily submit a copy of EWS/OBC/SC/ST/PwBD certificate, as the case may be, from a Competent Authority. Where there is vacancy identified for such category, upper age limit is



relaxed by 5 years for SC/ST candidates, by 3 years for OBC candidates, by 10 years for PwBD candidates. 5 years age relaxation 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-Serviceman as per Govt. guidelines. Also, where there is vacancy identified for such category, in terms of educational qualification, only pass marks is required by SC/ST/PwBD candidates in order to apply.

- 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.
- Posting shall be at any of the Stations/ Projects/ JVs/ Subsidiaries of NTPC. All posts are transferable at the sole discretion of the Management.
- While applying for any 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.
- 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 test/interview/ considered further for selection process.
- 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.
- 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 careers.ntpc.co.in 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 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 registration of application: 24.11.2021

Last date for online registration of application: 08.12.2021



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Leading the Power Sector

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