



ODISHA POWER GENERATION CORPORATION LIMITED

CIN: U40104OR1984SGC001429

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POWER YOUR CAREER WITH OPGC

Detailed Advertisement for Recruitment to Various Positions in MBS Roll

Advertisement No: OPGC/HR/05/2022

Date: 28-09-2022

IMPORTANT DATES	
Opening of online submission of application	28-09-2022 (11.00 AM)
Last date of submission of online application	18-10-2022 (6:00 PM)
Last date for receipt of hard copy of application along with requisite documents	26-10-2022 (5:00 PM)

Odisha Power Generation Corporation Ltd. (OPGC), a Government of Odisha Company, operates state of the art thermal power plants at Ib Thermal Power Station, Banharpalli, Jharsuguda. It has a total generation capacity of 1740 MW (2x210 MW in first phase and 2x660MW in second phase). We are looking for young, dynamic and result-oriented professionals, for the following positions under **Market Based Salary (MBS) structure and performance-based service conditions on our regular rolls**. Reservation laws as notified by Govt. of Odisha will be followed. Salary offered will be in line with the industry and not a constraint for the right candidate.

OPGC invites application from eligible Indian Citizens for the following positions:

(A) O&M Department:

Sl. No.	Name of the Post	Grade	Total
1	Assistant Manager – Chemist	E1	7
2	Assistant Manager – Supply Chain Management	E1	4
3	Assistant Manager – Civil	E1	3
4	Assistant Manager – MGR (Signalling & Telecommunication)	E1	2
5	Assistant Manager – MGR (P way Maintenance.)	E1	1
	Total		17

Reservation of Above Posts:

Sl. No	Name of the Post	Grade	No of Posts	ST	SC	SEBC	UR
1	O&M Positions	E1	17	4 (w:1)	2 (w:1)	2 (w:1)	9 (w:3)

Out of the total 17 number of vacancies mentioned above, the reservation of vacancies in respect of Persons with Benchmark disabilities (whose permanent disabilities is 40% or more) are given below.

SI. No.	Category	Number of Posts
1	Person with Benchmark Disabilities a. Deaf and hard of hearing b. Locomotor Disability (OA, OL) including leprosy cured, dwarfism and acid attack victims. c. Combination of a & b above.	1

The Number of vacancies in any discipline may increase or decrease by the Corporation without any notice.

(B) SAP & IT Department:

SI. No.	Name of the Post (SAP & IT)	Grade	Total
1	Assistant Manager – SAP ABAP - HR	E1	1
2	Assistant Manager – SAP HR - Functional	E1	1
3	Assistant Manager – SAP MM - Functional	E1	1
4	Assistant Manager – IT (Server Admin., Cyber Security)	E1	1
5	Assistant Manager – IT (Business Application)	E1	1
	Total		5

Reservation of Above Posts:

Sl. No	Name of the Post	Grade	No of Posts	ST	SC	SEBC	UR
1	SAP & IT	E1	5	1	1	-	3 (w:1)

SI. No.	Types of Disability Allowed
1	Person with Benchmark Disabilities 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)

(C) Legal Department:

Vacancy of Posts:

Sl. No	Name of the Post	Grade	No of Posts	ST	SC	SEBC	UR
1	Legal	E1	1	-	-	-	1

SI. No.	Types of Disability Allowed
1	Person with Benchmark Disabilities a) B, LV b) HH c) OL, OA, BA, BL, OAL, BLOA, BLA, CP, LC, Dw, AAV d) SLD e) MD involving (a) to (d)

(ST-Scheduled Tribe, SC-Scheduled Caste, SEBC-Socially and Educationally Backward Classes, UR-Un Reserved, w-Woman)

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

(D) EXPERIENCE AND AGE:

- (i) Candidates must not be under 21 (Twenty-One) years as on 01-09-2022.

SI. No.	Post	Grade	Minimum relevant Experience (As on 01-09-2022) in Years	Maximum Age (As on 01-09-2022) in Years
A	Assistant Manager (O&M Department)	E1	3+ Years	41 Years
B	Assistant Manager (SAP & IT)	E1	3+ Years	41 Years
C	Assistant Manager (Legal)	E1	3+ Years	41 Years

- (ii) **Relaxation for SC, ST, Women, Ex-Serviceman and PwBD:**

Category	Age Relaxation
Schedule Caste (SC)	Upper age relaxation by 5 (Five) Years
Schedule Tribe (ST)	Upper age relaxation by 5 (Five) Years
Socially and Educationally Backward Classes (SEBC)	Upper age relaxation by 5 (Five) Years
Women	Upper age relaxation by 5 (Five) Years
Ex-Serviceman	To the extent of service rendered by them
Person with Benchmark Disability (whose permanent disability is 40% or more)	Upper age relaxation by 10 (Ten) Years

- (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) Persons with Benchmark Disabilities belonging to SC/ST/SEBC categories are

- eligible for cumulative age relaxation benefit.
- (v) The date of birth entered in the Birth Certificate or High School Certificate Examination or equivalent Certificate issued by the concerned Board / Council will only be accepted.

THE AGE LIMITS PRESCRIBED ABOVE CAN IN NO CASE BE RELAXED.

(E) RESERVATION:

- (i) Reservation of posts including reservation for Women will be as per the ORV and other applicable Acts and Rules of Government of Odisha.
- (ii) PwBD candidates, whose disability is 40% (forty percent) or more, are required to attach Disability Certificate indicating percentage of disability & type of disability issued by the concerned Medical Board for consideration as per Rules.
- (iii) Ex-Servicemen are required to attach copy of 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) Candidates belonging to PwBD and Ex-Servicemen when selected as per the reservation provided for them, shall be adjusted against the categories to which they belong.
- (vi) 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.
- (vii) Exchange of reservation between Scheduled Caste and Scheduled Tribe will not be considered.
- (viii) Candidates claiming reservation against SEBC category shall submit a valid SEBC Certificate issued by Competent Authority on or after 01.09.2021, failing which they shall be treated as unreserved category candidates.
- (ix) 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.
- (x) **OBC Certificates will not be accepted in lieu of SEBC Certificate.**
- (xi) Community (Caste Status) once mentioned by the candidates shall not be changed under any circumstances.

(F) COMPENSATION AND BENEFITS:

Compensation will be paid on Market Based Salary (MBS) structure and Performance based Service condition, which will be on Cost to Company (CTC) pattern in line with the industry. The incumbents would be covered by MBS service conditions where performance will be the key to increments, promotions and rewards. Candidates having higher experience and qualification will be suitably compensated. Salary offered will be in line with the industry and not a constraint for the right candidate.

(G) ESSENTIAL QUALIFICATION:

O&M Department: Bachelor's Degree in Engineering or Equivalent with minimum 60% marks. For SC, ST and PwBD candidates, the minimum required marks is 50%.

SAP & IT Department: Bachelor's Degree in Engineering or MBA (Material Management) with minimum 60% marks. For SC, ST and PwBD candidates, the minimum required marks is 50%.

Legal Department: 5 years integrated BA LLB/LLB from reputed institute with minimum CGPA 6.0. For SC, ST and PwBD candidates, the minimum required CGPA is 5.5.

(H) POST WISE ESSENTIAL QUALIFICATION & EXPERIENCE:

Department	WTP (Chemist)
Grade / Designation	E1 (Assistant Manager)
Qualification	Post-Graduation in Chemistry/Degree in Chemical Engineering with minimum 60% marks
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Essential	Must have at least 1 (one) year experience in operation of Water Treatment Plant and Laboratory of Power Plant not less than 200/210MW
Desirables	<ol style="list-style-type: none">1. Knowledge in Operation of Water Pretreatment, Chlorination and Effluent Treatment Plant.2. Knowledge in Operation of Demineralization, Reverse osmosis and Ultra filtration Plant.2. Knowledge in Operation of Condensate Polishing Plant, Monitoring of SWAS parameters.3. Knowledge of various Safety processes and permit to work system.4. Conversant with Laboratory analysis of Coal, Water, Lube Oil, Fuel Oil as per standard procedures.5. Fully conversant with Environmental parameters monitoring and reporting.6. Knowledge of Laboratory Instruments calibration, reagents preparation and standardization.7. Knowledge in Safe Operation of Chemicals as per MSDS.8. Idea about Inventory control pertaining to Water Treatment Plant and Laboratory.9. Able to Manage and guide contractual work force working for WTP and Laboratory.10. Conversant with Cooling water treatment and monitoring, Stator water treatment, different actions levels of water and steam parameter.11. Planning and ensuring good level of availability of water treatment plant and different type of water required for plant.12. Conversant with different standard procedures for analysis of chemicals parameters.13. Should have good leadership, communication, interpersonal skill.14. Good level of co-ordination skill with cross functional team.

Department	Supply Chain Management
Grade / Designation	E1 (Assistant Manager)
Qualification	1) B.E./ B.Tech./ B.Sc. (Engg.) or equivalent with minimum 60% marks 2) MBA/PGDM with specialization in Materials Management / Supply Chain Management is preferred.
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Job Description	
Essential	Must have at least 1 (one) year experience in executive cadre in any core industry in Procurement/Contracts/ Supply chain functions.
Desirables	<ol style="list-style-type: none"> 1. Candidate should be well conversant with SAP MM Module 2. Candidates with experience in Coal Based Thermal Power Plants shall be given preferred 3. Candidate must have excellent communication, interpersonal, analytical and problem-solving skills. 4. Candidate must be a team player with ability to work with people of different background and culture

Department	Civil
Grade / Designation	E1 (Assistant Manager)
Qualification	Degree in Civil Engineering or equivalent with minimum 60% marks
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Job Description	
Essential	Must have at least 2 (two) years' experience in various civil works related to a thermal power plant
Desirables	<ol style="list-style-type: none"> 1. Adequate knowledge in survey, planning, estimation, preparation of technical specifications, layout, execution of new jobs and maintenance of jobs related to buildings, water supply, sewerage system and roads. 2. Knowledge of hard and soft landscaping activity, construction of embankment 3. Knowledge of maintaining the civil structures in a systematic manner logging of complaints, attending the defects, closing out and obtain regular feedback from the occupants for improvement of satisfaction level. 4. Knowledge of Spare parts planning, inventory control and planning for day-to-day maintenance, renovation and modernization works. 5. Knowledge of having variety of administrative duties like EHS and other relevant compliances, provide budget forecasts, Capex Budgets, formulating strategy and cost minimization. 6. Able to track of expenses with relation to allotted budget, report variance and take necessary steps. Prepare MIS for all activities. 7. Knowledge in preparation of contract document, handling & supervision of contract labour and associated issues.

Department	MGR-Signalling & Telecommunication (S&T)
Grade / Designation	E1 (Assistant Manager)
Qualification	Degree in Electrical/Electronics/Telecommunication Engineering or equivalent with minimum 60% marks
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Essential	Must have at least 1 (one) year experience in maintenance of S&T system in MGR
Desirables	<ol style="list-style-type: none"> 1. Sound knowledge in maintenance of equipment used in Signalling & Telecommunication system 2. Sound Knowledge about Manual, Rules & Regulation laid down by Indian Railway related to S&T system. 3. Experience in preparation of Plans and estimates and safe execution of works 4. Knowledge of Spare parts planning, inventory control and planning for day to day maintenance, renovation and modernization works. 5. Knowledge of having variety of administrative duties like EHS and other relevant compliances, provide budget forecasts, Capex Budgets, formulating strategy and cost minimization. 6. Should have knowledge in handling team of contract workmen

Department	MGR-P-way
Grade / Designation	E1 (Assistant Manager)
Qualification	Degree in Mechanical or equivalent with minimum 60% marks
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Essential	Must have at least 1 (one) year experience in maintenance of Broad-gauge Track.
Desirables	<p>1-Should have experience in maintenance & inspection of Track in a satisfactory and safe condition for Traffic.</p> <p>2-Experience in execution of all works incidental to track maintenance</p> <p>3-Sound knowledge about Indian Railway Track Manual, Code & Schedule Dimension.</p> <p>4-Knowledge of Spare parts planning, inventory control and planning for day to day maintenance, renovation and modernization works.</p> <p>5-Knowledge of having variety of administrative duties like EHS and other relevant compliances, provide budget forecasts, Capex Budgets, formulating strategy and cost minimization.</p> <p>6- Should have knowledge in handling team of contract workmen</p>

Department	SAP ABAP - HR
Grade / Designation	E1 (Assistant Manager)
Qualification	<ol style="list-style-type: none"> 1. B.E / B.Tech. in Computer Science and Engineering, Information Technology or equivalent with minimum 60% marks. 2. SAP certification in ABAP
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Essential	Must have at least 1 year experience in Implementation/Support project extensively working in HR Module related development and excellent in Webdynpro and workflow technology.
Desirables	<ol style="list-style-type: none"> 1. Rich Skill Sets on ABAP-HR , HR Forms, OOPS ABAP , Webdynpro, Workflow, XML transformations and API based integration. 2. Work Extensively on HR module related development including Organizational Management, Personnel Administration, Time Management and Payroll Accounting and Taxation. 3. Experienced in utilizing HR info types, developing and enhancing custom info types, using Logical Databases and customizing LDB selection screens. 4. Worked on ESS/ MSS, configuring and customize the functionalities. Experience in User Management, Roles and authorization management in portal and backend SAP. 5. Proficient in DDIC, Reports, Module Pool, ALV's, User Exits, BADI's, Interfaces, Smart forms, SAP Script, Enhancements and Data Uploads and debugging. 6. Work closely with at least two functional areas within FICO, MM, PM, PS and clear understanding of the associated business process. 7. Must have good communication skill, strong problem solving, debugging and Analytical skill.

Department	HR – Functional (SAP)
Grade / Designation	E1 (Assistant Manager)
Qualification	<ol style="list-style-type: none"> 1. Bachelor's degree in any engineering discipline / MBA or equivalent with minimum 60% marks. 2. SAP certification in HR Module
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Essential	Must have at least 1 (One) year post qualification experience in Implementation/Support project extensively working in HR Module and custom objects.
Desirables	<ol style="list-style-type: none"> 1. Work Extensively in HR submodules including Organizational Management, Personnel 2. Capability to manage user's call, fix issues and manage development single handedly in HR module. Well versed with day-to-day transactional Process in HR area. 3. Experienced in data model in SAP HR, Integration knowledge between other Modules like Finance. 4. Work closely with Developer for new project and/or issue fixes. Clear knowledge about standard development practice and about document standard like BBD, FS-TS etc. Work efficiently in custom objects. 5. Worked on ESS/ MSS, configuring and customize the functionalities. Experience in User Management, Roles and authorization management in portal. 6. Must have good communication skill, strong Analytical and problem-solving skill. Excellent interpersonal, negotiation, and conflict resolution skills.

Department	SAP MM - Functional
Grade / Designation	E1 (Assistant Manager)
Qualification	1) B.E / B.Tech. degree in Engineering or MBA in Material Management or equivalent with minimum 60% marks. 2) Valid SAP Certification in MM Module.
Years of Experience	3+ Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	3+ years of post-qualification experience in the executive cadre in the relevant area in a Govt./PSU or private company of repute.
Essential	1-Must have at least 3 years' experience in Implementation/Support project extensively worked in SCM process including Master Data, Procurement, Taxation, Release Strategy, Inventory, Ware-House Management.
Desirables	<p>1. Extensive Knowledge SAP MM process configuration and customization, analyze and solve the SAP MM issues, implement Release Strategy and user release matrix, analyze and scope end user authorization roles in MM, conduct testing (UT, UAT and SIT), update and maintain SAP MM documentation.</p> <p>2. Capability to manage user's call, fix issues and manage custom development single handedly in MM module. Well versed with day-to-day business transaction process and Taxation (GST).</p> <p>3. Knowledge in backend data storage in MM, Integration knowledge with other Modules like Finance, SD, PM and PS. SAP process flow knowledge in FICO and Project system, Scrap sales are required.</p> <p>4. Work closely with Developer for new project and/or issue fixes. Clear knowledge about standard development practice and about the document standard like BBD, FS-TS etc.</p> <p>5. Configuration of master data and be able to guide and train the users on Business Process. Significant and proven customizing experience within SAP MM.</p> <p>6. Must have good communication skill, consultancy skills and a pro-active attitude, strong Analytical and problem-solving skill. Proactively proposing solutions to improve the support of (new) business processes and support the functional team with issues and provide a solutions-based approach</p>

Department	IT (Server Admin., Cyber Security)
Grade / Designation	E1 (Assistant Manager)
Qualification	Degree in computer science or IT/ MCA or equivalent with minimum 60% marks.
Years of Experience	3+ Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	Above 3 years post-qualification experience in an executive position, Experience on window server, Unix, DC, DHCP, DNS, Basis. Strong knowledge on Network, NMS, Firewall and security.
Essential	Must have experience with Basis and Cyber security
Desirables	<ul style="list-style-type: none"> • Work experience with window server, DC, ADC, DHCP, DNS, BASIS, MS Mailing system. • Work experience with Network, Security, CCTV, Access Control. • Should have worked on SAP environment.

Department	IT (Business Application)
Grade / Designation	E1 (Assistant Manager)
Qualification	Degree in computer science or IT/ MCA or equivalent with minimum 60% marks.
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	Above 3 years post-qualification experience in an executive position, Experience on development of Business Application, asp. dotnet core, Angular, Ionic, Android, Java, Web application, Mobile Application, Barcode, Sql Db.
Essential	Must have experience on development of Business Application, web application, Android applications.
Desirables	<ol style="list-style-type: none"> 1. Must have at least 3 years post-qualification experience in an executive position 2. Experience on development of Business Application, asp. dotnet core, Angular JS, Ionic, Android, swift, Java, Web application, Mobile Application, MySQL. MSSql.

Department	Legal
Grade / Designation	E1 (Assistant Manager)
Qualification	5 years integrated LLB / LLB from reputed institute with minimum CGPA 6.0 or equivalent.
Years of Experience	3 + Years (post qualification)
Age Bar	Maximum 41 Years as on 01/09/2022
Desired Previous Experience	<p>Minimum 3+ years of post-qualification experience in the executive Position cadre in the relevant area handling various legal issues in a Govt./PSU or private company/Legal firm of repute.</p> <p>The period of experience of practicing in any Bar or before any District Court/High Court/Supreme Court and or any equivalent Court as an Advocate or with a law firm of repute with a valid license prior to entering into Service may be considered as executive experience for the purposes of this advertisement subject to maximum limit up to 50% of the total required experience.</p>
Essential	Must have at least 18 months' experience in corporate sector/Law firm.
Desirables	<ol style="list-style-type: none"> 1. Experience in handling litigation before District Court, High Court, Supreme Court and Tribunals. Experience in handling high value arbitrations adhoc / institutional. 2. Knowledge of Legal and Statutory regulations related to Operations and Investments 3. Knowledge and experience in drafting and vetting of pleadings, writ petitions, counter affidavits, legal notices/replies, providing legal opinions, interpreting various agreements including commercial contracts. 4. Updated on Legal Rules and Regulations of the State Govt., Central Govt. and other related to industry and establishments. 5. Knowledge of company policies and rules 6. Knowledge on latest Land Acquisition Rules and Guidelines 7. Knowledge Coordinating with external legal counsels, Senior Counsels and consultants 8. Knowledge of contract management 9. Knowledge of labour laws, industrial law, arbitration, land acquisition, contracts and other laws 10. Excellent drafting skill in contract, counter, rejoinder & money suit. 11. Drafting/managing all operational contracts, fuel supply agreement services agreements, plant specific agreements, offtake agreements etc. 12. Understanding the commercial & legal implications of contract clauses, Risk and obligation assessment of contracts and identification of risk mitigation strategies. 13. Analyzing the applicability of any law to a situation in hand and understanding the implications of inclusion or otherwise of any clauses in the Agreement 14. Reviewing/vetting, drafts and negotiates all kind of agreements, like Lease and License Agreement, Service Agreements, non-disclosure agreements, Consultancy Agreement, Maintenance Agreement, Supply and Purchase Agreement, Sourcing Agreement, Indemnity Bond, MOU, Power of Attorney, and review of customer proposed terms

15. Maintaining a deep understanding of contract templates, contracts policy, legal risk and liability, and company position on various matters.
16. Knowledge in Execution of legal documents.

- In case of educational qualification, in addition to an institute being approved by UGC/AICTE, the particular Degree/Diploma awarded by that institute is also required to be an approved Degree/Diploma.
- The qualifications possessed by candidates must be qualifications acquired through regular full-time courses by attending colleges/institutes and not part-time course, distance learning programs or correspondence courses.
- Preference shall be given to the candidates having relevant additional qualification and work experience in Coal Based Thermal Power Plant.
- Candidates possessing less than 06 (Six) months of work experience in any organization, shall not be taken into account while considering total years of experience. The post qualification experience will be considered in the relevant field of the job for which advertisement has been published.

(G) SELECTION PROCESS:

- The assessment of short-listed candidates applied against any post, will be made through Personal Interview only. Mere qualifying as per the qualification criteria described above does not give a right for shortlisting for the interview.
- The candidates will be selected based on the performance in Personal Interview, organizational requirement and vacancies to be operated.
- In the event of large number of short-listed candidates, the Management reserves the right to raise the minimum eligibility standards/criteria by taking into account the qualification and/or experience to restrict the number of candidates for assessment/ Personal Interview.

(H) MEDICAL FITNESS:

- The final placement of the candidate is subject to their medical fitness as per Company's prescribed standard and other parameters/ joining formalities.
- The selected candidate needs to be medically fit as per medical rules of the Company. No relaxation in health standards as indicated in the medical rule of the Company is allowed.

(I) PLACEMENT:

- The selected candidates will undergo a probation period of minimum one year from the date of joining.
- Selected candidates may be positioned at ITPS, Banharpalli or Corporate Office, Bhubaneswar, Odisha as per the requirement of OPGC. During the probation period and/or after confirmation, selected candidates will be posted in the OPGC establishments anywhere in Odisha & may be transferred as per the organizational requirement. The

selected candidates may be assigned jobs/ functions/ assignments as per the requirements of the Company.

(J) HOW TO APPLY:

- The candidates need to apply online in the career section of OPGC website (www.opgc.co.in) from **11.00 AM of 28-09-2022 to 06.00 PM of 18-10-2022**. The candidate should click on the online application link, read the instructions carefully and fill-in the online application form giving accurate information. If the online application is not successfully completed, candidate is required to register again. Applications received through any other mode would not be accepted and summarily rejected.
- No request with respect to change in any data entered by the candidate will be entertained once the online application is submitted successfully. While applying online, candidate needs to upload the scanned copy of their recent passport size colour photograph & signature. In case, the candidate is called for Personal Interview, he/she will be required to produce his/her original certificate and other relevant documents as mentioned in the on-line application form.
- Recent colour passport size photograph and signature to be uploaded in the prescribed format (.jpg/.jpeg)

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

Note: Candidate should ensure that the same passport size color photograph is used throughout this recruitment process.

- The downloaded application with self-attested photocopies of all requisite documents in support of the information given by the candidate in his/her on-line application should reach the following address by speed post / courier:

**Despatch Section
Xavier Institute of Management
XIM University, Xavier Square
Bhubaneswar, Odisha - 751013**

- Name of the post applied for should be **super-scribed** on the envelop used for sending the hard copy of the application.

Example. **POST APPLIED: "ASSISTANT MANAGER -CIVIL"**

- No application will be received by hand. No manual / paper application will be entertained directly unless registered and applied online.
- The hard copy application must reach the above-mentioned address along with self-attested copies of all requisite documents by **5.00 PM on 26-10-2022**.

- Mere submission of Online application is not sufficient for consideration of candidature.
- OPGC will not be responsible for any candidate for not being able to submit their online application within the last date, on account of system error or for any other reason whatsoever.
- Only Indian Nationals are eligible to apply.

(K) INSTRUCTION TO THE CANDIDATES:

- The candidate should ensure that he/she fulfills the eligibility criteria and other conditions as mentioned in this advertisement. Mere submission of application or meeting the advertised specification does not entitle the candidates' eligibility for the post. In case, it is detected at any stage of recruitment/ selection/even after appointment that the 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/appointment will automatically stand cancelled, as the candidature/appointment would be deemed to be void ab initio.
- The e-mail id and mobile number mentioned in the application form must remain valid for one year. All future communication with the candidates will take place through e-mail only. OPGC will not be responsible for any loss/non-delivery of e-mail/any other communication sent, due to invalid/wrong id or due to any other reason.
- Candidates working in PSUs/Govt. should apply through proper channel or produce **"No Objection Certificate"** at the time of interview. However, in case of failing in this regard, the candidate would only be allowed to join, if selected, after formal release order from his present organization.
- Candidates belonging to SC/ ST/ SEBC and PwBD categories will be reimbursed to and fro fare (3rd AC Train fare / bus fare or equivalent amount) as per company's policy from their communication address mentioned in the on-line application for attending the Personal Interview on production of original ticket.
- No change in communication address will be entertained at a later stage for the purpose of reimbursement of TA.
- OPGC reserves the right to raise the minimum eligibility standards. The Management reserves the right to fill up or not to fill up the above position without assigning any reason whatsoever. OPGC also reserves the right to cancel/restrict/modify/alter the recruitment process and also reserves the right to increase or decrease the post advertised, if need arises without issuing any further notice or assigning any reason whatsoever.
- Canvassing by a candidate in any form or means shall disqualify his/her candidature.
- OPGC reserves the right to cancel the whole of the recruitment process or any part thereof without assigning any reason.
- Any dispute with regard to the said recruitment will be settled within the jurisdiction of Bhubaneswar only under the judicature of High Court of Orissa.

Note:

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

(M) FACILITATION SUPPORT:

For any guidance / technical support on filling up the On-line Application, the candidate may contact the **Help Desk Telephone Number 0674-2354859/8480904123** or email: webmaster@opgc.co.in on all working days between 10AM to 5PM.

For information regarding advertisement & recruitment, please **e-mail** us at recruitment@opgc.co.in

Wish you all the best!

General Manager (HR)

Odisha Power Generation Corporation Ltd.
Zone-A, 7th floor, Fortune Towers,
Chandrasekharpur, Bhubaneswar, Odisha - 751023
