



(Advt. No. CC /01/2025 dtd. 18.02.2025)

Date: 18.02.2025

**Recruitment in Executive positions as  
Manager (Electrical)/ Dy.Manager (Electrical)/  
Assistant Manager (Electrical)**

**POWERGRID**, a 'Maharatna' Public Sector Enterprise under the Ministry of Power, Govt. of India is engaged in power transmission business with the mandate for planning, co-ordination, supervision and control over complete Inter-State Transmission System and operation of national & regional power grids.

**POWERGRID** operates around 1,79,594 ckm Transmission Lines along with 280 Sub-Stations (as on 15 January 2025) and wheels about 50% of total power generated in the country through its transmission networks. **POWERGRID** also owns & operates around approximately 1,00,000 kms of telecom network, with points of presence in approx. 3000+ locations and intra-city network in 500 cities across India.

**POWERGRID** with its strong in-house expertise in various facets of the Transmission, Sub-Transmission, Distribution and Telecom sectors also offers consultancy services at National and International levels. **POWERGRID** has been making profit since inception, having Gross turnover of Rs. 46,913 Crores and Profit After Tax of Rs. 15,573 Crores (FY: 2023-24).

In order to strengthen and continuously support the system, **POWERGRID** is currently looking for dedicated and talented professionals to join its fold as **Manager (Electrical)/ Dy. Manager (Electrical)/ Assistant Manager (Electrical)**.

**VACANCIES & RESERVATION**

| Post                        | Post ID | UR | OBC (NCL) | SC | ST | PwBD#              | Total |
|-----------------------------|---------|----|-----------|----|----|--------------------|-------|
| Manager (Electrical)        | 475     | 06 | 02        | 01 | -- | --                 | 09    |
| Dy. Manager (Electrical)    | 476     | 26 | 12        | 07 | 03 | 01-LD, 01-IC (HI)* | 48    |
| Asstt. Manager (Electrical) | 477     | 31 | 14        | 09 | 04 | 01-LD, 02-IC (HI)* | 58    |

# Horizontal reservation

\* Interchangeable (IC) vacancies: The vacancy will first be filled by HI; incase no suitable candidate is available in HI sub category, other identified suitable sub categories shall be considered against the said PwBD vacancy.

• **Reservation for Persons with Benchmark Disability (PwBD)**

Reservation is applicable for Persons with Benchmark Disability (PwBD) only. The Reservation of Posts for PwBD and identification of posts for different subcategories of PwBD is as per Govt. of India notification. Candidates belonging to PwBD category may apply for above posts, identified as per the table given below, provided they meet the eligibility criteria prescribed for their respective category:

|    |                                                                                                                                                                                                                                                  |
|----|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| a) | <b>Hearing Impaired:-</b> Deaf, Hard of Hearing                                                                                                                                                                                                  |
| b) | <b>Locomotive Disability:-</b> One Arm, One Leg, Both Leg, One Arm and one Leg, Cerebral Palsy, Leprosy Cured, Dwarfism, Acid Attack Victim, SD/SI without any associated neurological/limb dysfunction / SD/SI with associated limb dysfunction |
| c) | <b>Intellectual Disability:-</b> Specific Learning Disability, Mental Illness                                                                                                                                                                    |
| d) | Multiple Disabilities involving (a) to (c) above                                                                                                                                                                                                 |

## JOB SPECIFICATION

|                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|--------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Post</b>                                            | <b>Manager (Electrical)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>Grade/<br/>Pay scale</b>                            | E5 /<br>IDA- Rs.80,000 -2,20,000/-                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Essential<br/>Qualification</b>                     | Full Time B.E./ B.Tech/ B.Sc (Engg.) in <b>Electrical##</b> Discipline from recognized University/ Institute with minimum <b>60% marks</b> or equivalent CGPA.<br><br><b>## Electrical Discipline</b> shall include: Electrical/ Electrical (Power)/ Electrical & Electronics/ Power Systems Engineering/ Power Engineering (Electrical)                                                                                                                                                        |
| <b>Essential Post<br/>Qualification<br/>Experience</b> | Candidates Should have <b>at least ten years post qualification experience</b> in Executive/Gazetted officer cadre of which <b>at least three (3) years</b> in following pay scale or equivalent level**:<br><br><b>IDA</b> : Rs. 70,000 – 2,00,000 (DPE E4 scale) or<br><b>Govt</b> : Rs. 15600-39100 with GP- Rs. 6600(pre-revised) / Rs. 67700-208700 (Level 11) CDA revised<br><br><b>** Private sector:</b> Minimum Monthly gross emoluments of <b>Rs. 1,13,500/-</b>                      |
| <b>Essential<br/>Experience<br/>Profile</b>            | Candidates should have <b>at least ten years post qualification experience</b> in any of the following areas:<br>(i) Design & engineering of 132kV voltage level and above transmission system<br>(ii) Erection or construction or testing & commissioning of 132kV voltage level and above transmission system.<br>(iii) Operation & Maintenance of 132kV voltage level and above transmission system.                                                                                         |
| <b>Upper Age<br/>Limit</b>                             | <b>39 years</b><br>(As on Last date of submission of online application)                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Desirable<br/>Experience</b>                        | Experience in PSU / listed company particularly in power sector will be preferred.                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Desirable<br/>Competencies</b>                      | <ul style="list-style-type: none"> <li>• Candidate is expected to have adequate understanding of design &amp; engineering/ construction/ operation/ maintenance/ erection/ testing and commissioning activities of EHVAC/ HVDC sub-stations/ TL/ HVDC B/B system/ HVDC Bi-pole system.</li> <li>• Candidates should have behavioral competencies of Business Acumen, Personal Effectiveness, People Skills, Ability to Execute, Ability to Develop Self &amp; Others and Commitment.</li> </ul> |

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Post</b>                                    | <b>Deputy Manager (Electrical)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Grade/<br/>Pay scale</b>                    | E4 /<br>IDA - Rs. 70,000 – 2,00,000/-                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Essential Qualification</b>                 | <p>Full Time B.E./ B.Tech/ B.Sc (Engg.) in <b>Electrical##</b> Discipline from recognized University/ Institute with minimum <b>60% marks</b> or equivalent CGPA</p> <p><b>## Electrical Discipline</b> shall include: Electrical/ Electrical (Power)/ Electrical &amp; Electronics/ Power Systems Engineering/ Power Engineering (Electrical)</p>                                                                                                                                              |
| <b>Essential Post Qualification Experience</b> | <p>Candidates Should have <b>at least seven years post qualification experience</b> in Executive/Gazetted officer cadre of which <b>at least three (3) years</b> in following pay scale or equivalent level**:</p> <p><b>IDA</b> : Rs. 60,000 – 1,80,000 (DPE E3 scale) or</p> <p><b>Govt</b> : Rs. 9300-34800 with GP- Rs. 5400(pre-revised) / Rs. 53100 -167800 (Level 9) CDA post 01.01.2016</p> <p><b>** Private sector:</b> Minimum Monthly gross emoluments of <b>Rs. 97,300/-</b></p>    |
| <b>Essential Experience Profile</b>            | <p>Candidates should have <b>at least seven years post qualification experience</b> in any of the following areas:</p> <p>(i) Design &amp; engineering of 132kV voltage level and above transmission system</p> <p>(ii) Erection or construction or testing &amp; commissioning of 132kV voltage level and above transmission system.</p> <p>(iii) Operation &amp; Maintenance of 132kV voltage level and above transmission system.</p>                                                        |
| <b>Upper Limit Age</b>                         | <b>36 years</b><br>(As on Last date of submission of online application)                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Desirable Experience</b>                    | Experience in PSU / listed company particularly in power sector will be preferred.                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Desirable Competencies</b>                  | <ul style="list-style-type: none"> <li>• Candidate is expected to have adequate understanding of design &amp; engineering/ construction/ operation/ maintenance/ erection/ testing and commissioning activities of EHVAC/ HVDC sub-stations/ TL/ HVDC B/B system/ HVDC Bi-pole system.</li> <li>• Candidates should have behavioral competencies of Business Acumen, Personal Effectiveness, People Skills, Ability to Execute, Ability to Develop Self &amp; Others and Commitment.</li> </ul> |

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Post</b>                                    | <b>Assistant Manager (Electrical)</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| <b>Grade/<br/>Pay scale</b>                    | E3 /<br>IDA - Rs. 60,000 – 1,80,000                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Essential Qualification</b>                 | Full Time B.E./ B.Tech/ B.Sc (Engg.) in <b>Electrical##</b> Discipline from recognized University/ Institute with minimum <b>60% marks</b> or equivalent CGPA<br><br><b>## Electrical Discipline</b> shall include: Electrical/ Electrical (Power)/ Electrical & Electronics/ Power Systems Engineering/ Power Engineering (Electrical)                                                                                                                                                         |
| <b>Essential Post Qualification Experience</b> | Candidates Should have <b>at least four years post qualification experience</b> in Executive/Gazetted officer cadre of which <b>at least four (4) years</b> in following pay scale or equivalent level**:<br><br><b>IDA : Rs. 50,000 – 1,60,000 (DPE E2 scale) or</b><br><br><b>** Govt :</b> Candidates should be holding gazetted post (at least Gr-B)<br><br><b>**Private sector:</b> Minimum Monthly gross emoluments of <b>Rs. 76,700/-</b>                                                |
| <b>Essential Experience Profile</b>            | Candidates should have <b>at least four years post qualification experience</b> in any of the following areas:<br>(i) Design & engineering of 132kV voltage level and above transmission system<br>(ii) Erection or construction or testing & commissioning of 132kV voltage level and above transmission system.<br>(iii) Operation & Maintenance of 132kV voltage level and above transmission system.                                                                                        |
| <b>Upper Limit Age</b>                         | <b>33 years</b><br>(As on Last date of submission of online application)                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Desirable Experience</b>                    | Experience in PSU / listed company particularly in power sector will be preferred.                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Desirable Competencies</b>                  | <ul style="list-style-type: none"> <li>• Candidate is expected to have adequate understanding of design &amp; engineering/ construction/ operation/ maintenance/ erection/ testing and commissioning activities of EHVAC/ HVDC sub-stations/ TL/ HVDC B/B system/ HVDC Bi-pole system.</li> <li>• Candidates should have behavioral competencies of Business Acumen, Personal Effectiveness, People Skills, Ability to Execute, Ability to Develop Self &amp; Others and Commitment.</li> </ul> |

\* For instruction on conversion of CGPA into percentage, refer to points 10 & 11 of “**GENERAL INFORMATION AND INSTRUCTIONS**”.

**EQUIVALENT PAY FOR APPLICANTS HAVING WORK EXPERIENCE IN PRIVATE SECTOR**

Monthly emoluments **should not be less than** as mentioned in table below to be treated as equivalent level.

| Post                           | Monthly emoluments <b>should not be less than (INR)</b> |
|--------------------------------|---------------------------------------------------------|
| Manager (Electrical)           | <b>1,13,500/-</b>                                       |
| Dy. Manager (Electrical)       | <b>97,300/-</b>                                         |
| Assistant Manager (Electrical) | <b>76,700/-</b>                                         |

**Emoluments for the purpose:**
**Include: -**

- Fixed components like Basic, DA, HRA and other regular allowances paid monthly as part of pay or any allowances paid quarterly/ half-yearly / annually as part of pay for services rendered every month.
- Variable components like Bonus, Incentive, Performance related pay, Exgratia, Commission, Retention pay, special allowances for specific project/assignment and other variable allowances which are paid monthly/quarterly/half yearly/ annually as part of pay for services rendered per month.

**Exclude: -**

- Fringe Benefits / Perquisites: - 1. Company Accommodation, 2. Company Vehicle, 3. Paid / reimbursement of foreign travel for any purpose 4. Other Non-cash benefits (benefits not directly paid in cash to employee).
- Medical Benefits/ reimbursements.
- Employers contribution towards social security & Insurance
- One-time payments/ awards against rewards & recognition.
- Leave Encashment
- Travel expenses and other work-related expenses and reimbursements which are not part of regular monthly pay.

**Verification Criteria:**

Pay for private sector shall be verified from: -

- Yearly compensation Statements/ other pay related statements issued by organizations (if available).
- At least 2-3 Salary slips per year (including start and end of the year) along with additional pay slips (for variable/special payments) covering the entire period of 2 years.
- Form 16 & ITR in support of the emoluments (as a deterrent against submission of false pay proofs).

In case of experience in Govt./ Semi-Govt./ PSU/ Autonomous bodies/ Co-operative establishments where pay scales are different and not as per the specified pattern, the equivalent level will be decided considering the different hierarchical levels in the executive/ officer cadre, pay scales & emoluments, period of service in different grades and position of applicant in the hierarchy.

The decision of POWERGRID shall be final and binding in this regard. Such candidates are required to provide all supportive details in respect of their eligibility along with the application.

## RELAXATIONS AND CONCESSIONS

- Reservation/Relaxation/ Concession to SC/ ST/ OBC (NCL)/ EWS/ Ex-SM /PwBD etc. candidates shall be as per Government of India directives for posts reserved for the respective category.
- Qualification Percentage Relaxation:**  
Relaxation in Marks in essential qualification for **SC/ST/PwBD** candidates:  
Qualifying Marks in essential qualification is relaxed to pass marks **for posts reserved for the respective category.**

- Relaxation in Upper Age Limit:**

|                                    |                                                            |
|------------------------------------|------------------------------------------------------------|
| a) For OBC(NCL) candidates         | : 3 years (for posts reserved for the respective category) |
| b) For SC/ST candidates            | : 5 years (for posts reserved for the respective category) |
| c) For PwBD candidates             | : As per Govt. of India directives                         |
| d) Ex-Servicemen/ Victims of riots | : As per Govt. of India directives                         |

- Relaxation in Post Qualification Executive/ Gazetted Cadre Experience:**

In case of reserved posts, the post qualification experience shall be relaxed for candidates belonging to SC/ST/PwD categories by:

| Post                        | Relaxation in post qualification experience only<br>(not in pay-scale experience) |
|-----------------------------|-----------------------------------------------------------------------------------|
| Manager (Electrical)        | Maximum of 02 years for SC                                                        |
| Dy. Manager (Electrical)    | Maximum of 02 years for SC/ST/PwBD                                                |
| Asstt. Manager (Electrical) | Maximum of 01 year for SC/ST/PwBD                                                 |

- Relaxation / Concession for SC/ ST candidates (as may be applicable)** will be subject to submission of Caste certificate in the GOI prescribed format issued by a competent authority along with the application and at time of interview, if called for.
- Reservation/ Relaxation for OBC (NCL)** will be subject to submission of a copy of the latest OBC (NCL) certificate in the format prescribed by the Govt. of India for "Appointment to posts under Govt. of India" from a competent authority at the time of application and interview, if called for. The OBC candidates applying for the post must produce OBC (Non-Creamy Layer) certificate based on the income for the Financial Year (FY) 2021-2022, 2022-2023 and 2023-2024 and issued on/after 01.04.2024 (after the completion of FY 2023-24).
- Relaxation / Concession for Persons with Disability:** Person with Benchmark Disability suffering from not less than 40% of the relevant permanent disability shall only be eligible for the relaxation/ concession benefit for PwBD as may be applicable. Relaxation / Concession for Persons with Disability are subject to submission of Disability Certificate issued by a Government Medical Board clearly indicating the category and sub-category of disability & percentage in the format prescribed by Govt. of India along with the application and at time of interview, if called for.
- Relaxation/ Concession for Ex-Servicemen/ Victims of riots:** As per Government of India Guidelines. Ex-Servicemen with a minimum of six-month continuous service are allowed age relaxation to the extent of the period spent in service plus three years

subject to the condition that the resultant age after deducting his period of service from his actual age does not exceed the prescribed age limit by more than three years.

9. 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, if called for.
10. **SC/ST/PwBD/Ex-Servicemen candidates are exempted from payment of application fees.**
11. Wherever posts are not reserved for SC/ ST/ OBC (NCL)/ EWS/ PwBD, candidates belonging to such categories can apply subject to meeting the general standards of eligibility.

## SELECTION PROCESS

The selection process shall consist of Scrutiny of Applications, Document verification and Personal interview of shortlisted candidates. Applications of candidates shall be scrutinized and shortlisted on the basis of the Job Specification.

**“The Management reserves the right to raise the minimum eligibility standards/criteria and/or to conduct a screening test, to restrict the number of candidates to be called for Personal Interview, if so required.”**

In case screening test is conducted, the same shall be qualifying in nature (40% for UR and 30% for reserved vacancy) and candidates qualified in screening test shall be shortlisted for interview based on their marks in the screening test and in the prescribed ratio decided by the management. The screening test shall be for elimination purpose only and will not have any weightage in final merit. In the case of Screening Test, details of test center, venue shall be intimated to candidates. Selection shall be done based on marks secured in interview only.

The decision of POWERGRID regarding scrutiny of application and shortlisting shall be final and binding.

Shortlisted candidates will have to qualify in the Interview to be adjudged suitable for empanelment for Appointment. The merit will be drawn purely on the basis of performance in the Interviews.

The qualifying marks in interview shall be as given below:

|                                     |      |
|-------------------------------------|------|
| Unreserved (UR) posts including EWS | 40 % |
| Other Reserved posts                | 30 % |

Candidates shall have the option for appearing in the Screening Test/Personal Interview in Hindi or English.

### **Empanelment of Candidates**

Candidates who qualify in the Personal Interview will only be adjudged suitable for empanelment.

The offer of appointment shall be issued to the suitable candidates in the order of category wise merit and based on the requirement. Selected candidates shall be notified through their login in Online application system.

Appointment of selected candidates will be subject to their being found medically fit in the Pre-Employment Medical Examination to be conducted as per [POWERGRID Norms and Standards of Medical Fitness](#).

## HEALTH

Appointment of selected candidates will be subject to their being found medically fit in the Pre-Employment Medical Examination to be conducted as per [POWERGRID Norms and Standards of Medical Fitness](#). Applicants should have sound health. No relaxation in POWERGRID Medical Norms is allowed. For details of standards on medical fitness, please visit career section of our website: [www.powergrid.in](http://www.powergrid.in).

## COMPENSATION PACKAGE

The Corporation offers a very attractive pay package and is one of the best in the Industry.

Selected candidates will be placed in the pay scale as mentioned in the Job Specification.

| Name of the Post    | CTC (approximately) |
|---------------------|---------------------|
| Manager (E5)        | Rs. 34.41 lakhs     |
| Deputy Manager (E4) | Rs. 30.44 lakhs     |
| Asst. Manager (E3)  | Rs. 25.61 lakhs     |

*The CTC (Cost to Company) shall vary depending on location of posting and other terms and conditions of appointment.*

Compensation package includes Basic Pay, Dearness Allowance, Perquisites and Allowance as per cafeteria approach, Performance Related Pay, Company Leased Accommodation / Company Quarters or HRA, Reimbursement of monthly conveyance expenditure, digital services reimbursement, laptop facility, PF, Gratuity, Pension & Leave encashment, Group Insurance, Group Personal Accident Insurance, etc.

The Corporation also offers excellent facilities like short and long term Loans & Advances in subsidized rates including House Building Advance, Medical facilities for self and dependents etc. to its regular employees in accordance with the policies of the organization from time to time.

## IMPORTANT INSTRUCTIONS FOR REGISTRATION/ APPLICATION

- Interested & eligible candidates should apply ONLINE only at POWERGRID website <https://www.powergrid.in>. Any other mode of submission of application would not be accepted. POWERGRID will not be responsible for bouncing back of any email sent to the candidate.
- Application window for POWERGRID shall be open from 18.02.2025 to 12.03.2025.** Candidates have to register themselves online at POWERGRID website at **CAREER** section of [www.powergrid.in](http://www.powergrid.in).
- Before registering and submitting their applications on the website, the candidate should possess a valid E-mail ID, Alternate E-mail ID, Mobile number and Alternate Mobile number. Candidates are advised to keep the e-mail ID and Mobile number entered in the online application form compulsorily active for at least one year.

4. Fill up other details in the application very carefully. Please take care while filling out the email/ alternative email fields since all important communication shall be through emails only.
5. Candidates should ensure the following while filling up the online registration form:
  - Qualification details are complete.
  - Complete Details of experience are mentioned separately for each organization along with pay details, if applicable.
  - Details of more than one post held within the same organization are mentioned separately along with the pay scales and area of experience, if applicable.
6. Candidates are advised to upload legible copies of the following documents while submitting online application in the space earmarked in the online application: -

| SN. | Document                                                                                                                                                                                                 | Size (Max) | Format |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|--------|
| a)  | Recent passport size color photograph (in white background)<br>Candidates should keep sufficient copies of same photograph in reserve for future use, which they are using in the Online Registration.   | 50 KB      | .jpg   |
| b)  | Signature (in Blue/ Black Ink)                                                                                                                                                                           | 50 KB      | .jpg   |
| c)  | Date of Birth Proof: Matric / Birth Certificate (wherein DOB is mentioned)                                                                                                                               | 03 MB      | .pdf   |
| d)  | Qualification Certificate along with Mark Sheets of all years/semesters<br><b>(all Qualification Certificate &amp; Mark Sheets are required to be scanned in one pdf)</b>                                | 10 MB      | .pdf   |
| e)  | Candidates working in Govt. / PSU are required to apply through the proper channel and need to upload "No-Objection Certificate" from the present employer                                               | 03 MB      | .pdf   |
| f)  | Experience Certificate/ proof of experience (e.g. pay slip, job assignment, joining & separation order etc) in support of required minimum years of post-qualification experience, as detailed below     | 03 MB      | .pdf   |
| g)  | Caste Certificate/EWS Certificate in the prescribed Govt. of India format issued by Competent Authority (if applicable)                                                                                  | 03 MB      | .pdf   |
| h)  | PwBD Certificate in the prescribed Govt. of India format issued by Competent Authority (if applicable)                                                                                                   | 03 MB      | .pdf   |
| i)  | In case of requirement of scribe for PwBD/ PwD, Certificate in prescribed format issued by Competent Authority as per Govt. of India guidelines regarding physical limitation by the candidate to write. | 03 MB      | .pdf   |
| j)  | In case of requirement of scribe, scan copy of Photo ID proof of scribe.                                                                                                                                 | 03 MB      | .pdf   |
| k)  | Ex-Serviceman Discharge Certificate, <b>Undertaking and Proforma of Certificate for Employed Officials</b> in case of Ex-Servicemen in the prescribed format (if applicable)                             | 03 MB      | .pdf   |
| l)  | Certificate of Fitness issued by the Demobilization Board of the Defense Service in case of Disabled Ex-Servicemen in the prescribed format (if applicable)                                              | 03 MB      | .pdf   |
| m)  | Certificate issued to dependents of Defence Services Personnel killed or severely disabled in action in case of Dependents of Ex-Servicemen in the prescribed format (if applicable)                     | 03 MB      | .pdf   |
| n)  | Domicile cum Age relaxation certificates for Candidates from Riots Victim in the prescribed Govt. of India format issued by Competent Authority (if applicable)                                          | 01 MB      | .pdf   |

**\* Documents related to Experience should be as follows:**

- Proof of experience in chronological order for present as well as previous employer indicating post held, period of service, pay scale/ emoluments & area of experience. In case of PSU/ Govt. employees, indicate revised as well as pre-revised pay scales with period details. **Do not include trainee level/ teaching/ pre-qualification experience/ Apprenticeship/ Internship.**
  - Certified Pay slip for the months of **March, April & May** for each year for at least 3 years for the post of Manager & Dy. Manager and at least 4 years for the post of Asstt. Manager, in support of experience in relevant pay scale/ emoluments/ equivalent level for the duration concerned. Candidates working in PSU/ Govt. organizations must attach proof of pay scale & level.
  - Along with the pay slips mentioned above, candidates should submit compensation structure/statement/pay slips of any other month which contains other elements like bonus, yearly/quarterly performance pay, incentives etc. which would help them establish total monthly emoluments as required by POWERGRID. In such cases, candidates are also required to submit a statement of such calculation.
  - Certified Pay Certificate from employer in support of experience in relevant pay scale/ emoluments/ equivalent level.
  - Form 16 TDS certificate.
  - Candidates with experience in Govt. Department/ organization must produce certificate/ proof in support of their holding executive/ gazetted post.
  - Hierarchical structure in case of Govt./ Semi-Govt./ PSU/ Autonomous bodies/ Co-operative establishments, where pay scales are different and not as per the specified pattern
  - Compensation structure for private sector.
  - **All proof of experience shall be duly certified by the organization concerned and self-attested by the candidate.**
7. Applicants are advised to take a printout of the submitted online application. The candidates called for Document Verification are required to produce the above uploaded documents in original for verification. It will be the responsibility of the candidate to establish his/her eligibility as per the job specification for the post at every stage of the recruitment process with proper documents.
  8. **Candidates are not required to forward the hard copies of applications to POWERGRID.**
  9. **Candidates will have to bring these documents along with original for verification at the time of interview/ medical/ joining, if called for.**
  10. Candidates should ensure that all important details like name, date of birth, address, qualification, experience details etc. are duly filled in.
  11. Candidates will have to correctly declare their Name and Date of Birth as mentioned in their Birth certificate or matric certificate. Candidates will have to declare their category correctly and must be in a position to submit relevant certificate in prescribed format as and when asked by POWERGRID.

12. Candidates must correctly enter the qualification details including date of acquiring qualification as mentioned in their certificates.
13. 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 interview if original and valid photo identification is not presented.
14. Fill up other details in the application very carefully. Please take care while filling out the email/ alternative email fields since all important communication shall be through emails only.
15. On submission of valid application, the system will generate a "Resume" with a registration number. Candidate should take a printout of the completed application and keep with him/ her safely for future reference.
16. In-complete applications /applications without application fees (if applicable) will be rejected.
17. **Application fee (Non-refundable Rs. 500/-):**  
For detailed instructions regarding payment of application fee [CLICK HERE \(https://www.powergrid.in/online-payment-application-fees\)](https://www.powergrid.in/online-payment-application-fees). Candidates are requested to go through the instructions carefully and ensure payment of fees on time.  
**If you are not exempted from payment of application fees (only SC/ST/PwBD/Ex-SM candidates are exempted), you are required to login to your candidate login section and then deposit non-refundable application fees of Rs. 500/- through online mode. On submission of application fees, your application process will be treated as complete.**
18. Candidates should submit only one application for a post. Application once submitted may be edited/ updated till last date of submission of online application. It cannot be altered after that. Accordingly, no requests for change in applicant data after last date of submission of online application shall be entertained. A valid e-mail ID is essential for submission of the online application. POWERGRID will not be responsible for bouncing of any e-mail sent to the candidates.
19. Candidates are advised to make a note of their e-mail ID as entered in the application form and Registration Number generated at the top right-hand corner of the 'Resume'. These would be required for accessing information through candidate login during the later stage of the recruitment process.
20. Once applied, the applicants are advised to check the web site as well as their registered e-mail regularly for any updates.

**GENERAL INFORMATION AND INSTRUCTIONS**

1. Only Indian Nationals of age 18 years or above are eligible to apply for POWERGRID.
2. Essential qualification should be recognized in India and from a recognized Institution or University. The candidate must possess qualifications recognized by the relevant statutory bodies.
3. Vacancies may vary depending upon the requirement. Candidates selected in POWERGRID are liable to be posted anywhere in India and Abroad.
4. Application Fee is non-refundable even if the candidature is rejected for any reason.
5. Applications in which the essential qualification/ experience cannot be fully ascertained will be liable for rejection. Hence candidates are advised to properly fill the application and provide necessary documents asked for.
6. Applications should be submitted through online mode only. Applications not in conformity with the requirements mentioned above/not in given proforma /without relevant supporting documents/ incomplete / without application fees (if applicable) will be rejected and no correspondence shall be entertained in this regard.
7. All photocopies of documents uploaded along with the online application should be self-attested by the candidate.
8. Candidates working in private sector must produce ITR/PF slip in support of salary in addition to salary slip if asked by POWERGRID.
9. **Teaching experience/ Trainee period/ Internship/ Apprenticeship/ Pre-qualification experience will not be counted as experience.**
10. Wherever CGPA/OGPA/DGPA or Letter Grade in a degree / diploma is awarded, its equivalent percentage of marks must be indicated in the application form as per norms adopted by University / Institute.
11. Percentage of marks obtained by the candidate in the bachelor's degree shall be calculated based on the practice followed by the university/institution from where the candidate has obtained the degree. In case the candidates are awarded grades/CGPA instead of marks, the conversion of grades/CGPA to percentage of marks shall be based on the procedure certified by the university/ institution from where they have obtained the bachelor's degree.
12. In case the university/ institution does not have any scheme for converting CGPA into equivalent marks, the equivalence would be established by dividing the candidate's CGPA by the maximum possible CGPA and multiplying the result with 100.
13. Candidates claiming reservation under OBC (NCL) should belong to respective category as on the last date of online submission of application.
14. All computations of Age, Qualification, Experience etc., shall be as on **the last date of application**. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
15. If any certificate/document. is issued in a language other than Hindi/English, candidates are advised to submit a certified translation of the same in either Hindi or English language at the time of Interview, if called for.

16. Applicants are advised not to upload documents which are not clearly legible or password protected. Mobile phone scans/clicks/pictures which are not readable/not in proper size will not be considered for evaluation.
17. Mere submission of Application does not guarantee the adequacy of candidature for being considered for further selection process.
18. In case of more than one online registration by same candidate, the application (or registration ID) against which fee is deposited shall only be considered for further scrutiny. Similarly, where application fees is not applicable (SC/ ST/ EX-SM/ PwBD), the last registered application shall only be considered for further scrutiny.
19. Candidates working in Govt. / PSU are required to produce "No Objection Certificate" at the time of Interview.
20. In case of Screening Test, details of test centre, venue shall be intimated to candidates.
21. For any queries regarding this recruitment please send email to [recruitment@powergrid.in](mailto:recruitment@powergrid.in) with "**Manager/Dy.Manager/Asstt.Manager(Electrical)**- \_\_\_\_\_" in the subject line. Candidates are required to add this email-id to their address book in order to avoid any email communication gap.  
  
However, candidates are advised to go through the advertisement in detail and not to raise any query which is already mentioned/ clarified in the advertisement. For technical queries relating to online application form or browsing issues, mail may be sent with subject line: "**Manager/Dy.Manager/Asstt.Manager(Electrical)**- <subject matter>". For other recruitment related issue, mail may be sent with subject line: "**Manager/Dy.Manager/Asstt.Manager(Electrical)**- <subject matter>".
22. No correspondence regarding this recruitment made in Complaint Management System of POWERGRID, will be entertained.
23. Complaints attributable to the incompatibility of the Client Systems, ignorance of users, non-availability of internet connectivity or any other aspects beyond the direct control of POWERGRID employees or systems will not be entertained.
24. Candidature is liable to be rejected at any stage of recruitment/ selection process without notice or if joined services are liable to be terminated, if any information provided by the candidate is not found in conformity with the eligibility criteria notified or POWERGRID comes across any evidence/ knowledge that the qualification/ experience /and any other particulars indicated in application/personal resume/ other forms/ formats are not recognized/ false/ misleading and / or amounts to suppression of information/ particulars which should have been brought to the notice of POWERGRID or that the candidate has been shortlisted for next stage in the process/ has secured employment in POWERGRID through or adopting any unfair means.
25. Legal jurisdiction will be NCT of Delhi in case of any case/dispute.
26. All information regarding this recruitment process would be made available in the career section of POWERGRID website only. Applicants are advised to check the web site periodically for important updates. Once registered for POWERGRID, all correspondence shall be made through their registered e-mail ID or candidate login only.
27. The contractual engagement will be regulated by Company's rules and administrative orders that may be enforced from time to time during the period of engagement.
28. Management 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.

29. Management reserves the right to raise or lower the qualifying standards at any stage of the selection process depending on availability of sufficient number of candidates.

### IMPORTANT DATES

|                                                                                         |                                         |
|-----------------------------------------------------------------------------------------|-----------------------------------------|
| Commencement of Online Submission of Application and online payment of application fees | <b>18.02.2025</b><br><b>(17:00 hrs)</b> |
| Last date for Online submission of Application and online payment of application fees   | <b>12.03.2025</b><br><b>(23:59 Hrs)</b> |
| Cutoff date for determining eligibility                                                 | <b>12.03.2025</b>                       |

***Driven By Technology – Powered By Professionals***