

## CORPORATE CENTER

*Saudamini, Plot No.2, Sector 29, Near IFFCO Chowk, Gurgaon (Haryana) - 122001*

REFERENCE NO: Apprenticeship/2023-24/CC/01

DATE: 27.06.2023

### ENGAGEMENT OF APPRENTICES UNDER THE APPRENTICES ACT, 1961

#### *Submission of Online Application from 01.07.2023 to 31.07.2023*

Power Grid Corporation of India Limited (POWERGRID), a Maharatna Enterprise under the Ministry of Power, Government of India, invites online applications from promising, energetic and bright candidates for **APPRENTICESHIP FOR ONE YEAR DURATION** for its **Corporate Center** in following trades.

| STATE "HARYANA", Corporate Center - Gurugram & PAL Manesar |                       |           |          |           |           |
|--|-----------------------|-----------|----------|-----------|-----------|
| Apprenticeship Trade                                       | Total Training Slots# | SC        | ST       | OBC (NCL) | UR        |
| Graduate (Electrical)                                      | 18                    | 3         | 0        | 5         | 10        |
| Graduate (Computer Science)                                | 3                     | 1         | 0        | 1         | 1         |
| HR Executive   | 24                    | 5         | 0        | 6         | 13        |
| CSR Executive  | 3                     | 1         | 0        | 1         | 1         |
| PR Assistant   | 5                     | 1         | 0        | 1         | 3         |
| <b>Total</b>   | <b>53</b>             | <b>11</b> | <b>0</b> | <b>14</b> | <b>28</b> |

#The number of training slots is provisional/tentative and may vary according to the actual requirement of the company and in compliance of the reservation as per the Apprentice Act 1961 at the time of engagement. Apprentice Trainee may be assigned any training location within the state as per the requirement/availability of the training facility.

#### Training Locations (Tentative List):

|             |
|-------------|
| Haryana     |
| Gurugram    |
| PAL Manesar |

#### Eligibility Criteria:

| Sl. No. | Apprenticeship Trade        | Qualification (Govt. recognised Degree/Diploma / Certificate)  | Stipend (₹) * |
|---------|-----------------------------|--|---------------|
| 1       | Graduate (Electrical)       | Full Time (4 years course) - B.E./B.Tech/B.Sc. (Engg.) in Electrical Engineering.                            | ₹ 17500       |
| 2       | Graduate (Computer Science) | Full Time (4 years course) - BE/B Tech/B.Sc. (Engg.) in Computer Science Engineering/ Information Technology | ₹ 17500       |

|  |               |   |         |
|--|---------------|---|---------|
| 3  | HR Executive  | MBA (HR)/Post Graduate Diploma in Personnel Management / Personnel Management & Industrial Relations (2 years full time course) or equivalent.                        | ₹ 17500 |
| 4  | CSR Executive | 2-year full time Master in Social Work (MSW) or Rural Development /Management or equivalent.  | ₹ 17500 |
| 5  | PR Assistant  | Bachelor of Mass Communication (BMC) / Bachelor of Journalism and Mass Communication [BJMC] / B.A. (Journalism & Mass Comm.) (3 years full-time Course) or equivalent | ₹ 17500 |
| *Payment of an additional ₹ 2500 in case no company accommodation is provided. |               |   |         |

Candidates who possess educational qualification as mentioned and passed (date of result of final examination) **within two years from the closing date of application**, and medically fit as per the provisions of the Apprentice Act, 1961 are eligible to apply for apprenticeship in POWERGRID.

Candidates are **not eligible** to apply for the apprenticeship in any case -

1. Awaiting the results of their final examination.
2. Not completed the 18 years of age.
3. Undergone apprenticeship training in any organisation for any duration.
4. Job experience of more than 1 year.

**General:**

If any candidates found not eligible/ providing false information/ documents are not in order, shall be disqualified at any stage during the engagement process or during the period of engagement.

Incomplete applications or applications submitted without proper documents will be summarily rejected without any intimation. The date of result declaration and percentage of marks in the final examination of qualification degree (not semester examination) should be clearly mentioned in the final/consolidated mark sheet. If the percentage marks are not mentioned in the final mark sheet, then candidates should upload the Percentage Conversion Letter issued by their college/university. If date of result declaration/publication is not mentioned in the mark-sheet, then candidate must submit any supporting document/certificate mentioning date of result issued by college/university.

**Please note that on completion of the period of apprenticeship training in POWERGRID, the apprentice shall have no claim whatsoever for any employment in this organization.**

**Selection Procedure:**

Shortlisting of candidates will be done based on the percentage of marks obtained in the prescribed qualification applicable to the respective trade. Shortlisted candidates shall be intimated through the registered email id. Shortlisted candidates will have to appear for verification of documents. No TA/DA shall be paid for verification of documents.

On successful completion of document verification, submission of medical certificate in prescribed format and the execution of Apprenticeship contract agreement, letter of engagement shall be issued to the candidates.

**Apply Online:**

Interested candidates who fulfill the above-mentioned eligibility criteria may submit their application as below.

1. Candidates should first register themselves (as a candidate/student) in the website of NAPS for HR Executive/ CSR Executive/ Law Executive / PR Assistant/ ITI (Electrician) at <https://apprenticeshipindia.gov.in> or NATS for Degree/ Diploma in Engineering at <https://portal.mhrdnats.gov.in> and complete/update their profile by uploading all the required documents.
2. After getting the NAPS/NATS registration/enrolment number, candidates should apply on the POWERGRID website as per the following details: - Go to [www.powergrid.in](http://www.powergrid.in) ⇒ Careers ⇒ Engagement of Apprentices ⇒ Apply Online

**Important Date: -**

Opening date of application: 01.07.2023

Closing date of application: 31.07.2023

**For any query/clarification please contact through email: [apprentice\\_cc@powergrid.in](mailto:apprentice_cc@powergrid.in)**