



ଓଡ଼ିଶା ବିଦ୍ୟୁତ୍ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲି.ଠ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd. Office: Janpath: Bhubaneswar-751022.

Telephone: (0674) 2540051 (EPABX), Website: www.optcl.co.in

CIN: U4102OR2004SGC007553

No. OPTCL-14013/1/2021 – T AND D - 19416

/ Dated, 15.10.2022

DETAILED ADVERTISEMENT FOR ENGAGEMENT OF NON-ENGINEERING GRADUATE APPRENTICES UNDER THE APPRENTICES ACT, 1961

Odisha Power Transmission Corporation Ltd. (OPTCL), is one of the largest state-owned power utilities in the country, engaged in the business of Transmission of electricity in the State invites application from promising, energetic and bright candidates for **NON-ENGINEERING GRADUATE APPRENTICESHIP FOR ONE YEAR DURATION** at different field units and offices across Odisha in following disciplines / trades:

1. NO. OF VACANCIES:

Table-A: NON-ENGINEERING GRADUATE APPRENTICES

Sl. No.	Name of the Trade / Discipline	No. of Vacancies	Monthly Stipend
1	Human Resource (General / CR) Apprentice	07 (5+2)	Rs. 9,000/-
2	Finance (Accounts) Apprentice	05	
3	Law Apprentice	02	
4	Hospitality Management Apprentice	02	
5	Library Science Apprentice	02	
	Total	18	

N.B: No. of vacancies against each trade / discipline may change i.e., increased or decreased as per the corporation's requirement.

2. ESSENTIAL EDUCATIONAL QUALIFICATION:

Table-B: NON-ENGINEERING GRADUATE APPRENTICES

Sl. No.	Name of the Trade / Discipline	Educational Qualification
1	Human Resource (HR) / Corporate Relations (CR)	<p>a. MBA (HR) / MSW / Post Graduate Degree in Personnel Management / Personnel Management & Industrial Relation (2 years full time Course) from a recognized University / Institution.</p> <p>b. For CR Apprentice, PG / PG Diploma in Journalism & Mass Communication from a recognized University / Institution in addition to one of the essential qualification mentioned at (a) above.</p>



Sl. No.	Name of the Trade / Discipline	Educational Qualification
2	Finance (Accounts)	M.Com (Finance/Accounts) from a recognized University / Institution or Graduation with Intermediate in CA from The Institute of Chartered Accountants of India / Intermediate in CMA from The Institute of Cost Accountants of India
3	Law	LLM / LLB from a recognized University / Institution.
4	Hospitality Management	B.Sc in Hospitality & Hotel Management or Hotel Administration / Bachelor in Hotel Management & Catering Technology (HMCT) from a recognized University / Institution.
5	Library Science	Bachelor of Library and Information Science (B.Lib.I.Sc.) / Bachelor of Library Science (B.Lib.Sc.) from a recognized University / Institution.

N.B: Educational Qualification must be on or before 30.09.2022.

3. OTHER ELIGIBILITY CONDITIONS:

- a. **Indian Nationals belonging to the state of Odisha are only eligible to apply.**
- b. Age: Candidate should not be less than eighteen years of age as on 30.09.2022.
- c. Educational Qualification: As per **Table-B**.
- d. The prescribed qualification shall be from a recognized Board / Council / University / Institute as a regular full-time course.
- e. Candidates shall have Minimum Physical Standard as prescribed in Clause 4 of the Apprenticeship Rules 1992 and amended thereof.
- f. Candidates who have completed Apprenticeship training as per Apprentices Act 1961 or job experience for a period of one year or more shall not be eligible to apply.
- g. The candidate who are appearing for requisite essential qualifying examination will not be eligible to apply.
- h. The candidate should have the passing certificate / final year mark sheet of the required qualification as on 30.09.2022.
- i. The gap between the date of joining in Apprenticeship Training and passing date of essential qualifying examination for Non-Engineering Graduate Apprentices **should not be more than 3 years** and passed during Academic Year **2019-20, 2020-2021 & 2021-2022**.

4. PERIOD OF APPRENTICESHIP TRAINING:

- The period of apprenticeship training in the case of Non-Engineering Graduate Apprentices shall be one year i.e., 12 Months.
- The training period commencing from the online contract date of Apprenticeship Training and will be for one year and the Apprentices shall be paid stipend from start of online contract date subject to satisfactory performance.

N.B: It shall not be obligatory in the part of OPTCL to offer employment to any apprentice who has completed his / her apprenticeship, nor can an apprentice claim right for employment on the ground of completion of Apprenticeship Training.

5. LOCATION OF APPRENTICESHIP TRAINING:

- a. Apprenticeship Training will be provided at different Units and offices of OPTCL spread across all over Odisha.
- b. No accommodation shall be provided to the engaged apprentices by OPTCL at the training locations.
- c. Apprentices shall have to abide by safety rules strictly at their respective places of engagement.
- d. All COVID-19 related guidelines issued by Central / State / Local authorities shall be strictly adhered to by engaged Apprentices at the location of Apprenticeship Training.

6. RESERVATION:

- a. Reservation will be provided as per the provisions of the Apprentice Act, 1961 (amended) and Apprenticeship Rules 1992 (amended).
- b. Applicants belonging to SC/ST/SEBC shall produce their valid caste certificates in the prescribed format issued by the Competent Authority. Certificates should have validity on the date of Document Verification.
- c. When the prescribed number of persons belonging to either to the Scheduled Castes or to the Scheduled Tribes are not available, the training places so reserved for them shall be filled by persons belonging to Scheduled Tribes or as the case may be, to the Scheduled Caste and if the prescribed training places cannot be filled even in the above given manner, then the training places so lying unfilled may be filled by persons not belonging to the Scheduled Castes or the Scheduled Tribes.
- d. If the prescribed training places cannot be filled from SEBC candidates, then the training places so lying unfilled shall be filled up by Candidates not belonging to the SEBC category.

7. MODE OF SELECTION:

- a. In the event of number of applications being large, OPTCL will adopt short listing criteria to restrict the number of candidates to be called for interview to a reasonable number by drawing a merit list in the order of the percentage secured by the applicant in the prescribed essential educational qualification. Wherever CGPA/CPI or Grades in qualifying examination is awarded, equivalent percentage (%) of marks should be indicated in the application form as per norms adopted by concerned Board / Council / University / Institute. The candidate shall be required to submit a certificate to this effect from the Board / Council / University / Institute at the time of reporting, in case of final selection.

- b. The candidates from the merit list will be called for Documents Verification & Personal Interview, if found suitable then a separate final merit list will be prepared on the basis of Interview marks, Career Marking and Location Preference. Only one (1) week time period will be given to the provisionally selected apprenticeship trainee to accept online generated contract and subsequent joining at place of engagement. If the trainee does not join within the given time his/her candidature will be summarily cancelled.
- c. The wait list of candidates will be prepared and operated as and when required.
- d. In case of candidates securing equal marks in the merit list (even after considering the decimal points) the candidate securing more marks in the preceding educational qualification will be placed at higher position in the merit list.

8. PROCEDURE FOR SUBMISSION OF APPLICATION:

Interested candidates who fulfils the eligibility criteria may submit their application as below:

- a. Candidates should first register themselves (as a candidate) on the website of:
 - <https://portal.mhrdnats.gov.in> for Apprentices of Non-Engineering Graduate Apprentices of Hospitality Management (Sl. No. 4 of Table-A) & Library Science (Sl. No. 5 of Table-A) Discipline.
 - <https://apprenticeshipindia.gov.in> for Apprentices belonging to Sl. No. 1 to 3 of Non-Engineering Graduate Apprentices of Human Resource (HR) / Corporate Relations (CR), Finance (Accounts) Discipline & Law Discipline of Table-A.
- b. After getting the registration / enrolment number, they should apply on the OPTCL website as per the following steps: -



- c. The detailed procedure to apply online is uploaded at **Apply Online** page.

9. TRAVEL / OTHER EXPENSES:

- No TA / DA / Other expenses will be paid for attending Document verification and Interview.

10. IMPORTANT DATES:

Sl. No	Activity	Date
1	Opening Date of Online Application	19 October, 2022 (12:01 PM)
2	Closing Date of Online Application	18 November, 2022 (12:00 Noon)

11. OTHER INFORMATION:

- a. Incomplete / erroneous applications will be rejected. No further communication in this regard will be entertained. Educational, Personal, Bank account details and Aadhaar Card details must be entered duly in profile of respective apprenticeship portal login by

- the candidate. Any discrepancy or lacunae found in this regard at any stage will render the candidate ineligible for the Apprenticeship training.
- b. Canvasing / Pressuring through any source will disqualify the candidature and their name will be removed from our official record without prior intimation and this organisation will not responsible for such cases.
 - c. At any stage of the selection process of Apprentices, if it is found that the candidate has furnished false or incorrect information, then the candidature / engagement of the candidate is liable to be cancelled.
 - d. The decision of Management of OPTCL will be final and binding on all candidates on all matters relating to eligibility, acceptance or rejection of the application, mode of selection, and cancellation of the selection process either in part or full etc. No correspondence will be entertained in this regard. Filling up of the seats is solely at the discretion of the Management of OPTCL based on suitability of candidates and no claim will be entertained, if some of these seats are not filled due to unsuitability / insufficient number of candidates.

FOR ANY CLARIFICATION CANDIDATES MAY CONTACT THROUGH E-mail: apprentice@optcl.co.in.

Sd/-

CHIEF GENERAL MANAGER (HRD)
OPTCL

