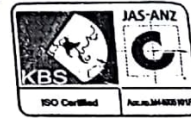




राष्ट्रीय विद्युत प्रशिक्षण प्रतिष्ठान
National Power Training Institute
 An ISO 9001 : 2015 & 14001 : 2015 Organisation
 (Ministry of Power, Govt. of India)
 Corporate Office, Faridabad



Mobility to upload

11/8/19 (US)

No. I/15/Admn./NPTI/HQ /3243-358

Dated: 08.7.2019

Chairman-cum-Managing Director
 Punjab State Transmission Power Corpn.Ltd.
 The Mall, Patiala - 147 001.

CE/HIS & D
 CE/P&M
 Sr. PS
 Director/Admn.

CMD

Dir/Admn

Handwritten notes and signatures on the left margin, including '15/PS to CMD (I)' and '16-7-19'.

Sub.: Appointment on deputation on foreign service terms to the post of **Junior Accounts Officer (Level-6)** and **Junior Accountant (Level-4)** in National Power Training Institute.

Sir,

National Power Training Institute, an ISO 9001 & 14001 Autonomous Organisation of Ministry of Power, Government of India established vide The Gazette of India - July 3, 1993 to function as National Apex Body for Training and Human Resources Development in Power Sector having its Corporate Office at Sector-33, Faridabad invites applications for the post of Junior Accounts Officer (Level-6) and Junior Accountant (Level-4). NPTI operates from its Corporate Office, Faridabad having 08 Institutes located at Badarpur (New Delhi), Nangal (Punjab), Neyveli (Tamil Nadu), Bangalore (Karnataka), Durgapur (West Bengal), Guwahati (Assam), Nagpur (Maharashtra) and 02 upcoming Institutes at Alappuzha (Kerala) and Shivpuri (Madhya Pradesh) on deputation/transfer on foreign service terms initially for a period of one year which may be extended upto three years. (The period of deputation/short-term contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of Central Govt. shall not be exceeding 3 (three years).

The details regarding qualification, experience etc. are given in Annexure-I.

NPTI follows mutatis mutandis Central Government Rules and Regulations so for as service matters and pay and allowances are concerned.

It is requested that the vacancy may kindly be given wide publicity in your organization and detailed bio-data in respect of the eligible and willing officers of your organisation in the prescribed proforma (Annexure-II) alongwith attested copies of the ACRs/APARs for the last five years and Vigilance Clearance Certificate may be forwarded to this office latest by 20th September, 2019.

It may kindly be ensured that the officers who are eligible and whose services can be spared are only sponsored for being considered for appointment to the above post in NPTI.

1. Sr. Xen/Personnel
2. Sr. Xen/Admn.
3. Sr. Xen/Recd.
4. ASE/Trg. Cell
5. Dy. Secy/ Estt
6. Dy. Secy/ General
7. US/ RTI/ Court Case

Yours faithfully,

N.V.K. *ma* 08/07/2019
 (Dr. N.V. KUMAR)
 Director (Fin. & Admn.)

Diary No. 1901/CE/HIS&D
 Dtd. 19-7-19

Encl. a.a. CE/HIS & D



Dy. CE/HR & Admn.

मुख्यालय : एन.पी.टी.आई कॉम्प्लेक्स, सेक्टर-33, फरीदाबाद-121 003, हरियाणा, दूरभाष : 0129-2275475, 2257131, 2272142, फैक्स : 0129-2277412
 Corporate Office : NPTI Complex, Sector-33, Faridabad-121 003, Haryana, Phone : 0129-2275475, 2257131, 2272142 Fax : 0129-2277412

स्वहित एवं राष्ट्रहित में ऊर्जा बचाएं

Annexure-I

NATIONAL POWER TRAINING INSTITUTE

1.	Name of the Post	Junior Accounts Officer
2.	Classification	Group 'B'
3.	Number of Post	02 (Two)
4.	Place of Posting	National Power Training Institute Alappuzha, Kerala or Shivpuri, MP
5.	Pay Matrix/Level	Rs.35400-112400 / Level-6 plus other allowances as applicable to the Central Government employees
6.	Eligibility	<p>i) Persons holding analogous post in the accounts departments of Central Government/Central Autonomous Bodies.</p> <p>ii) Senior Accountants/Accountants of the Accounts Department of Central Government/Central Autonomous Bodies with 5 (Five) years service in the grade.</p> <p>(The period of deputation/short-term contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of Central Govt. shall not be exceeding 3 (three) years).</p>
7.	Qualifications / Experience	<p>Essential</p> <p>Commerce Graduate from the recognized University with qualification of intermediate level of ICWA or Institution of Chartered Accountants with three years experience in commercial accounting OR Commerce Graduate from a recognized University with 5 years service as Senior Accountant in grade pay of Rs.4200/(Level-6)</p>

Annexure-I

NATIONAL POWER TRAINING INSTITUTE

1.	Name of the Post	Junior Accountant
2.	Classification	Group 'C'
3.	Number of Post	02 (Two)
4.	Place of Posting	National Power Training Institute Alappuzha, Kerala / Shivpuri, MP
5.	Pay Matrix/level	Rs.25500-81100 / Level-4 plus other allowances as applicable to the Central Government employees
6.	Eligibility	Persons holding analogous post in a Central Government Department /Autonomous Bodies. (The period of deputation/short-term contract including the period of deputation/contract in another ex-cadre post held immediately preceding this appointment in the same or some other organization/department of Central Govt. shall not be exceeding 3 (three) years).
7.	Qualifications / Experience	Essential Commerce Graduate from the recognized University with 5 (Five) years experience in compilation of accounts and preparation of bills in Central / State Government Departments / Autonomous Bodies / Public Sector Undertakings.

Annexure-II
(Page 1 of 3)

FORMAT

PART-A
(FOR APPLICANT)

Paste here recent
passport size colour
photograph

**APPLICATION FOR THE POST OF JUNIOR ACCOUNTS OFFICER (LEVEL-6) OR
JUNIOR ACCOUNTANT (LEVEL-4) NATIONAL POWER TRAINING INSTITUTE ON
DEPUTATION BASIS**

1.	Name & Address (in block letters)	
2.	Father's Name	
3.	a) Date of Birth	
	b) Age (years & months)	
4.	Religion	
5.	Whether belongs to SC/ST/OBC	
6.	a) Full Postal Address	
	b) Contact telephone number (landline with STD code)	
	c) Mobile Number	
	d) Fax	
	e) E-mail address	

7. Educational and other qualifications (from matriculation onwards)

Examination	Year of Passing	Name of School/ College	Name of University/ Board/Institution	Division/percentage of marks obtained

8.	Name of the Present Employer with full address and telephone number	
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9.	Present post held	
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10. Details of employment/experience in chronological order (a separate sheet, duly signed may be appended if the space below is insufficient)

Office/ Organisation	Post Held	From	To	Pay Band+GP/ Level in the Pay Matrix	Nature of duties performed

11.	Details of training underwent, if any	
12.	Present total emoluments and the date from which drawn with pay band + GP / level in the pay matrix, basic pay and allowances etc.	
13.	Additional information, if any	

Signature of the Candidate
Name _____

Date :

Place :

PART-B
(For Sponsoring Organisation)

Annexure-II
(Page 3 of 3)

Name of the Organisation/Office _____

It is certified that :

The particulars viz. date of birth, qualifications/experience etc. given by the following officer(s) recommended for the post of **Junior Accounts officer OR Junior Accountant** in National Power Training Institute have been verified and found to be correct :

Sl. No.	Name and Designation
---------	----------------------

1. The integrity of the above mentioned Officer(s) is beyond doubt;
2. No vigilance or disciplinary proceedings are pending or contemplated against the officer(s) mention under (1) above;
3. Attested Copies of ACRs / APARs for the last five years of the officer(s) concerned are enclosed; and
4. National Power Training Institute will be informed at the earliest, if any, disciplinary proceedings are initiated or contemplated against the Officer(s) mentioned above.

Signature

Name and Designation of the
Competent Authority
(with seal)

Date :
Place :