



**ORISSA POWER TRANSMISSION CORPORATION LIMITED (OPTCL)**  
**( A Government of Orissa Undertaking )**  
**Regd.Office: Janpath: Bhubaneswar**  
**Tel No: (0674) 2540051 (EPABX) Fax No. (0674) 2545664**

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**RECRUITMENT OF MANAGEMENT TRAINEE (FINANCE)**

OPTCL, a State Transmission Utility invites applications for recruitment of Management Trainee in the discipline of Finance.

**Vacancy Position:**

UR	SEBC	SC	ST	Total
4	1	2	3	10

**Educational Qualification & General Conditions:**

**Management Trainee (Finance):-** Passed the Final Examination of the Institute of Chartered Accountants of India/Institute of Cost and Works Accountants of India.

A pass in Oriya Language Test equivalent to M.E. standard is essential. Alternatively, the candidate has to pass the requisite language test in Oriya within one year of appointment.

**Age :** (i) Not more than 32 years as on 01.04.2010. The upper age limit is relaxable by 5 years in case of SC/ST candidates and 3 years in case of SEBC candidates. The upper age limit is also relaxable by 5 years in case of Women candidates. The SC/ST & SEBC candidates are required to submit the copy of caste certificate along with the application form. In case of SEBC certificate (non creamy layer) the same should have been revalidated / issued on or after 01.01.2010.

(ii) In case of candidates possessing experience in any power utility engaged in Transmission business, the relaxation in upper age limit shall be subject to maximum of 5 years in addition to age relaxation mentioned above. The candidates shall have to furnish the proof of experience along with their application.

**Departmental candidates:** Departmental candidates (OPTCL regular employees only) fulfilling the requirements may apply against the advertisement through proper channel to Sr.General Manager (HRD) I/c, Hqrs Office, OPTCL so as to reach within the stipulated time period. There shall be no age bar for them and they are exempted from payment of application fees.

**Reservation:** Reservation of posts will be as per ORV Act and other applicable Acts and Rules.

**Contd....P-2**

**Selection Procedure:** Eligible candidates will be called for written test. Only those candidates who qualify in the Written Test will be called for personal interview at Bhubaneswar. The date and venue of Written Test will be intimated in due course.

**Travelling Allowance:** The candidates shall be required to appear for the Written Test and Personal Interview at their own cost. Only SC/ST candidates called for Written Test / Personal Interview will be paid to and fro sleeper class Train fare/Bus fare by shortest route.

**Training & Service Bond:** The selected candidates at the time of joining the training will be required to sign a Training & Service Bond on Non-Judicial Stamp paper to serve the Corporation for a period of three years after successful completion of training.

The duration of the training shall be for a period of one year. During the training period, the Management trainee will be paid monthly consolidated stipend of **Rs 12,000/-** only.

On successful completion of the training, the candidates will be appointed as Assistant Manager (E-3 Grade) on probation for one year in the Scale of Pay of Rs.9,300-34,800/-plus Grade Pay Rs 4,600/- with usual D.A. and other benefits as per Rules of the Corporation.

**Medical Fitness:** The candidates selected should conform to the medical standards stipulated for the purpose and as confirmed by the Company's Medical Officer.

**How to Apply:** Application shall be accompanied by 2 no.of recent passport size photographs and Account Payee Demand Draft for Rs 200/- (Rupees two hundred) only drawn on a Scheduled Bank in favour of **DDO, Hqrs office, OPTCL payable at Bhubaneswar**. SC/ST candidates need not pay application fee. Application should be made exactly in the format given below in A-4 size paper (30 cm x 21 cm). The envelop containing application should be superscribed "Application for the Post of Management Trainee (Finance)" and be addressed to **Post Box No. 162, Bhubaneswar GPO, Bhubaneswar-751001** so as to reach on or before **31.05.2010**. The application should be sent by Ordinary Post only. OPTCL shall not be responsible for any postal delay/ wrong delivery/ loss in transit. The applications received after due date or incomplete applications or applications of ineligible candidates will be rejected without any further correspondence. Candidates working in State/Central Govt /PSUs should send their application through proper channel or shall produce a "No Objection Certificate" at the time of personal interview.

SR.GENERAL MANAGER(HRD) I/c

**APPLICATION FORM FOR OPTCL MANAGEMENT TRAINEE (FINANCE)**

Attach two  
passport size  
recent  
photographs  
signed on the  
front

1. Name : \_\_\_\_\_  
(CAPITAL LETTERS) First Name Middle Name Last Name

2. Father's /Mother's/Husband's Name : \_\_\_\_\_

3. Communication Address : \_\_\_\_\_  
\_\_\_\_\_

City/Town/Village: \_\_\_\_\_

Dist: \_\_\_\_\_

State: \_\_\_\_\_

Pin Code

4. Tel. No. \_\_\_\_\_ Mobile No. \_\_\_\_\_ e mail Id: \_\_\_\_\_

5. Nearest Railway Station : \_\_\_\_\_

6. Nationality : \_\_\_\_\_ 7. Gender :  Male  Female  
(Tick the appropriate box)

8. Category (Please tick appropriate box):  SC  ST  SEBC  Un-reserved  
(SC/ST/SEBC – Pl. enclose relevant caste certificate)

9. a) Date of Birth :     
Date Month Year

b) Age as on 1.4.2010 :     
Years Month(s) Day(s)

10. a) Age relaxation claimed :  YES  NO

b) Whether age relaxation claimed for possessing experience in Power Utility engaged in Transmission business :

YES  NO  
(Tick the appropriate box)

(If yes, enclose copy of relevant certificate of experience in Transmission Utility)

c) Exemption in fees claimed :  YES  NO  
(Tick the appropriate box)

(if yes, enclose attested copy of relevant caste certificate)

11. Permanent Address : \_\_\_\_\_  
: \_\_\_\_\_  
City/Town/Village: \_\_\_\_\_  
Dist: \_\_\_\_\_  
State: \_\_\_\_\_  
Pin Code \_\_\_\_\_

12. Educational qualifications:

Examination	Name of the Instt. / University	Discipline/Subjects	Year & Month of passing	% of Marks
(1)	(2)	(3)	(4)	(5)
10 <sup>th</sup> / HSC				
Final Pass of CA/CWA				

13. Languages known : \_\_\_\_\_

14. Particulars of Demand Draft : DD No. \_\_\_\_\_ DD Date \_\_\_\_\_  
Amount (Rs.) \_\_\_\_\_ Drawee Bank \_\_\_\_\_

**DECLARATION:**

I, hereby, declare that all statements made in the application are true, complete and correct to the best of my knowledge and belief. In the event of any information being found false or incorrect, my candidature/appointment may be cancelled /terminated without any notice. I also declare that I am a citizen of India by birth/domicile.

Place:

Date:

Signature in full of the candidate

**Enclosures:**

I)

II)

III)