

NHPC LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)



NHPC Office Complex,
Sector-33,
Faridabad- 121003 (HARYANA)

No.NH/Rectt./034/Ind.Trainees/2008-II/3021

Date : 11.11.2008

NOTIFICATION

Sub: **Engagement of Industrial Trainees (Articled Trainee) under the Provisions of The Institute of Chartered Accountants of India – regarding.**

We the NHPC Limited are India's premier hydropower utility with ability to construct hydro projects from concept to commissioning with a 'Mini Ratna' status. We being registered by the Institute of Chartered Accountants of India to impart Industrial training to the Chartered Accountancy students, intend to enroll 08 final year students of Articled-ship for the said training at our Corporate Office.

PRESCRIBED CRITERIA FOR ENROLLMENT

The Articled clerk must have passed Intermediate examination conducted by Institute of Chartered Accountants of India, provided he/she has intimated of his intention to his Principal to take up such industrial training at least 3 months before the date on which such training is to commence. The Industrial training shall be for a period minimum period of 9 months and maximum of 12 during the last year of the prescribed period of practical training.

TERMS & CONDITIONS OF ENROLLMENT

1. The candidates will be selected for the enrollment through a written test/interview as may be decided by the management depending upon the number of applicants, the date for which shall be informed directly to the candidate.
2. The candidate shall have to enter into an agreement of training in the form as approved by the Institute.
3. The selected candidates while on training shall be paid a consolidated stipend of Rs. 10,000/- (Rupees Ten Thousand only). They will not be entitled to any other financial benefit over and above the consolidated monthly stipend.
4. The working hours will be normally from 9.00 a.m. to 5.30 p.m.
5. The trainees will be entitled to leave as admissible under the rules of corporation for departmental trainees/apprentices. In addition, trainee will also be entitled for leave in excess of the above to maximum period of 2 months without stipend for the purpose of attending examinations.
6. On satisfactory completion of the industrial training, the trainees will be issued a certificate in the form approved by the institute in respect of the training undergone.

7. The trainees on completion of their training under the above arrangement shall not have any right for employment in NHPC being a part of course curriculum.

8. The place of training will be at NHPC, Corporate Office, Faridabad so candidates from NCR will be preferred.

Above conditions are exemplarily in nature and not exhaustive.

GENERAL INFORMATION

1. Indian nationals - only need apply.
2. Candidates called for interview shall be paid 2nd class to & fro railway/ordinary bus fare as per rules of the corporation. Only SC/ST/PH candidates attending for written test- if any will be paid 2nd class to & fro railway/ordinary bus fare by the shortest route on production of proof (bus ticket, rail ticket/PNR number) from the mailing address or starting station (whichever is nearer).
3. Candidates are required to send additional two passport size photograph separately along-with the application by writing their names at the backside of the photographs in capital letters.
4. Incomplete applications and applications received after the due date are liable to be rejected summarily.
5. Request for change of mailing address/category as declared in their applications, will not be entertained.
6. The corporation also reserves the right to cancel/terminate any candidature at any point of time during the selection process, if any wrong declaration, misrepresentation or concealment is detected.
7. The expected date of commencement of Industrial Training is 01.01.2009.

HOW TO APPLY

The candidates meeting the prescribed criteria and who are interested to undergo 9-12 months industrial training may send their applications duly typed on A-4 size paper as per the prescribed Proforma given below along-with attested copies of mark-sheet, certificates, degree etc. in an envelop super-scribing "application for enrollment as Industrial Trainee (Articled Trainee)" through registered post only To **The Manager (HR)- Recruitment, NHPC Ltd., NHPC Office Complex, Sector-33, Faridabad – 121003**, so as to reach on or before **30.11.2008** or may send his/her application in the prescribed format through on email ID **hrecttnhpc@rediffmail.com** and a hard copy may be sent through registered post.

Manager (HR) Rectt.

Copy to:

Sh. J. Ernest Samuel - for information and wide circulation please.
Deputy Secretary

Notification No.NH/Rectt./034/Ind.Trainees/2008-II

Regn. No :

(To be filled in by NHPC)

**APPLICATION FORM
(SPECIMEN)**

Paste here a
signed copy or
recent passport
size
photograph
(approx. 5 cm x 7 cm.)

01. Post : Industrial Trainee (Articled Trainee)

02. Name (In Block Letters)

First name	Meddle name	Surname
<input type="text"/>	<input type="text"/>	<input type="text"/>

03. Father's / Husband's Name:

04. Date of Birth:	Date	Month	Year	age as on 01.10.2008	Year	Month	Days
	<input type="text"/>	<input type="text"/>	<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>

05. Sex : M F

06. Marital Status: Married Unmarried

07. Category : SC ST OBC GEN

08. State yes/no (Y/N) for following:-

1. PH → (If yes, mention sub-category and % age of Disability) Sub Cat. _____ %age _____

2. Ex-serviceman → 3. J&K Migrant →

09. Mailing Address (In capital letters)

<input type="text"/>
<input type="text"/>
Pin <input type="text"/>

10. Permanent Address (In capital letters)

<input type="text"/>
<input type="text"/>
Pin <input type="text"/>

11. Contact No. & E. Mail address: _____

12. Nearest Railway Station of Mailing Address mentioned above (in capital letters)

13. Educational / Professional Qualifications (Matriculation Onwards)

Qualification	Duration of course	Institute / University	Year of Passing	%age of Marks
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

14. (A)Articled-ship Training details:-

Sl. No.	Particulars of the Principal	Period		Nature of duties performed
		From	To	

B) The period of Articled-ship Training left (during the last year of practical Training) as on 01.01.2009: -----

15. Religion:

16. State of Domicile:

DECLARATION

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

Place : _____ Date : _____ Signature of candidate _____