



केन्द्रीय विद्युत अनुसंधान संस्थान
(विद्युत मंत्रालय भारत सरकार के अधीन स्वायत्त सोसाइटी)
Central Power Research Institute
(An autonomous society under Ministry of Power, Govt. of India)

Advertisement No.CPRI/09/2021
IMPORTANT INSTRUCTIONS

1. Only Indian Nationals are eligible to apply.
2. Before applying, the candidate should ensure that they fulfill the eligibility criteria and other norms mentioned in this advertisement.
3. Number of vacancies notified in the advertisement is subject to change depending upon the actual requirement at the time of selection and reservations notified may also vary accordingly.
4. The prescribed Educational qualification and experience are bare minimum and mere possession of same does not entitle candidates to be called for Written Test / MCQ Test and Interview.
5. In the event of number of eligible applications being large, CPRI reserves the right to limit the candidates and to be shortlisted based on academic merit and experience prescribed for the post.
6. CPRI reserves the right to change (cancel/modify/add) any of the criteria, method of selection with or without assigning any reason.
7. CPRI shall not be responsible if the information/intimations do not reach candidates in case of change in the mobile number, email address or technical fault or otherwise beyond the control of CPRI. Candidates are advised to keep a close watch of the CPRI website www.cpri.in for latest updates.
8. The decision of CPRI in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of Written Test / MCQ Test and Interview will be final and binding on the candidates and no enquiry or correspondence will be entertained in this connection from any individual or agency on behalf of the candidates.
9. Candidates are advised that they should not furnish any particulars that are false, tampered with or fabricated and should not suppress any material information while submitting application. If found guilty of misconduct/impersonation/canvassing/use of unfair means will be disqualified from selection process. In case the candidate is considered for further process, whose particulars/ information are found false at any stage of selection process, his/her candidature will be terminated immediately without any notice and liability to CPRI.

10. Canvassing in any form will make the candidature of the candidate liable for disqualification.
11. Probation will be initially for a period of 2 years. The post carry service benefits of NPS contribution/Leave/LTC/Medical benefits and allowances as per Government of India norms.
12. Employment in the Institute carries with it All India Transfer liability. Presently CPRI has its units at Bangalore, Bhopal, Noida, Hyderabad, Nagpur, Kolkata, and proposed expansion at Nasik.
13. Candidates should regularly check their email and CPRI website www.cpri.in for updates regarding recruitment process.
14. Candidates possessing the specific educational qualifications; experience and specified age limit shall only be eligible to apply for the post. Hence, applicants are advised to go through all the conditions prescribed for post under different paras and sub-paras in the advertisement and satisfy themselves about their suitability for the post before applying.
15. CPRI also will not be responsible for any delay encountered receiving the application form with prescribed enclosures with in last date prescribed.
16. As the Screening of applications will be done on the basis of information furnished in the application form by the applicants, it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of incomplete/wrong/false information will be a disqualification and CPRI will **NOT** be responsible for any of the consequences of furnishing such wrong/false information.
17. The crucial date for determining the age limit, educational qualifications, certificates/testimonials, caste, category, etc., shall be the closing date for receipt of applications from the candidates is **04.08.2021**.
18. Fee exemption as per Govt. of India norms will be applicable.
19. Candidates already in Government service such as Central/ State Govt./Quasi Govt. offices/Public Sector Undertakings/Public Sector Banks/Autonomous Bodies etc., should apply through proper channel and enclose NOC along with their application else the application will not be considered.
20. All the educational qualifications mentioned should be from a University/Institution/Board recognized by GoI/approved by UGC/AICTE/State Governments.
21. Candidate should indicate the marks/CGPA percentage obtained, maximum marks in respect of Graduation and post-graduation to the nearest two decimals in the application form.
22. The percentage marks shall be indicated only based on the percentage marks /CGPA declared/ mentioned in the certificates.

23. In case of dual qualifications/specializations candidates have to necessarily produce proof at the time of Interview that their major specialization conforms to the requisite eligibility criteria prescribed for the post.
24. **Failure to attach the copies of all the relevant documents prescribed herein above will render the application invalid and liable for rejection.**
25. Wrong information in application may lead to the application getting rejected altogether without assigning any reasons, there for.
26. **APPLICATION FEES –Rs.200/-**
- a) SC/ST/PWD/women candidates and CPRI Departmental candidates are exempted from payment of fees.
- b) Ex-servicemen are exempted from payment of fee.
27. **PAYMENT OF FEES:** DD drawn in favor of “ **Accounts Officer, Central Power Research Institute**” Payable at Bangalore.
28. **The last date for receipt of applications by post is 04.08.2021.** The candidates are advised to submit application well in advance without waiting for the closing date.
29. CPRI will not be responsible for delay in receiving application and application received after the due date will not be considered.
30. Schedule of Written Test / MCQ Test / Interview will be displayed on CPRI web site www.cpri.in
31. Candidates claiming benefit of fees exemption under SC/ST/PWD/ Ex-servicemen category must enclose relevant Caste certificate/Ex-servicemen Discharge certificate/Ex-servicemen ID card/PWD Certificate.
32. Fees once paid will not be refunded under any circumstances. Candidates shall verify their eligibility for the post and their eligibility for the fee waiver before applying for the post. It may be noted that the application fee is ONLY for applying for the post which will not confer any right to the candidates becoming eligible for consideration for further process of shortlisting/calling for Written Test / MCQ Test and Interview as the case may be and decision of CPRI is final in this regard.

1. IMPORTANT DATES

Sl.No.	Particulars	Date
1	Last date for receiving Application	04.08.2021
2	Cut-Off Date for the purpose of Educational qualification, Upper Age limit	04.08.2021
3	Date of Written Test / MCQ Test and Interview	Will be notified later
4	Announcing the list of selected candidates.	Will be notified later

Selection Procedure

1. CPRI reserves the right to short-list candidates, as per the requirement of the Institute based on the data provided by the candidate in the application, qualification, job description, experience relevant to the job description, and further verification of the data submitted based on the criteria as determined by CPRI as detailed in the Advertisement.
2. The eligible shortlisted candidates will be called for Written Test / MCQ Test and those who qualify in the test are called for interview. The final selection is made based on the performance in the Written Test / MCQ Test and Interview.
3. Only eligible and short-listed candidates will be called for Written Test / MCQ Test.
4. The call letters for Written Test / MCQ Test/Document verification /Interview shall be sent only through email at the given email ID of the candidate in application.
5. The date, time, venue for Written Test / MCQ Test/Interview at Bangalore will be intimated in the call letter and also notified in CPRI website.
6. CPRI will reimburse Tier 3 AC train fare by shortest route to the shortlisted candidates for attending interview at Bangalore.
7. The admission of a candidate at various stages of selection process , viz., Written Test / MCQ Test , Document verification and Interview will be purely provisional, subject to his/her satisfying the prescribed eligibility conditions. If on verification at any time before or after the selection process, it is found that a candidate does not fulfill any of the eligibility conditions, in the event any information is found to be false or incorrect, the candidature shall be rejected/appointment shall be terminated without any notice/compensation therefor and any action as per rules and regulations will be initiated against the candidate.

8. The candidates shall submit application form together with self-attested copies of following documents by post only in a sealed cover addressed to the Chief Administrative Officer, CPRI, Bangalore, so as to reach latest by **04.08.2021**, failing which the application submitted will be summarily rejected.

Originals to be submitted for verification at the time of Document verification or at any subsequent stage of the recruitment process as required by CPRI.

- a. Testimonials in proof for Date of Birth like Matriculation Certificate / Secondary School Leaving Certificate/SSC/X Standard Marks card.
- b. Educational Qualification Certificate along with mark sheets of all years/semesters of examinations passed.
- c. Experience /Service Certificate in the letter head of the organization clearly indicating the post held, period of service, gross emoluments, area of experience as proof of post qualification Experience, duly certified by Organization concerned.
- d. Disability Certificate in case of PwD candidate in prescribed GOI format from the Competent Authority/ Medical Board.
- e. No Objection Certificate from the Employer in respect of candidates employed with Central/State Govt./Quasi Govt. offices/Public Sector Undertaking, Public Sector Banks/ Autonomous Bodies etc.
- f. Caste/Category Certificate in the prescribed GOI format from the Competent Authority.

9. **The selection is subject to verification of the original documents produced for verification.**

10. The Application in prescribed format with self-attested copies of documents should be sent by post only in a cover superscribed as **“Application for the post of Administrative Officer”** and addressed to:

**The Chief Administrative Officer,
Central Power Research Institute,
Prof.Sir C.V.Raman Road,
Post Box No: 8066, Sadasivanagar (P.O),
Bangalore - 560 080**

11. No interim oral query over telephone/mobile/sms etc., will be entertained and all the queries, if any, should be addressed to e-mail “recruitment@cpri.in” provided for the purpose.No other mode of communication will be entertained.
