



**POWER FINANCE CORPORATION LIMITED**  
**(A Government of India Undertaking)**  
**'Urjanidhi' 1 Barakhamba Lane,**  
**New Delhi-110 001.**  
**Website: www.pfcindia.com**

**Advertisement No: 01/2018**

Power Finance Corporation Ltd. (PFC), a Navratna Company providing financial assistance to the various entities in the power sector has consistently been rated as 'Excellent' by the Government of India in the achievement of its MOU targets.

Having cumulative sanctions of Rs. 6.05 lakh crores (approx.) and disbursement of Rs.4.55 lakh crores (approx.) upto 31<sup>st</sup> March, 2017; PFC is geared up to meet the challenges faced by the Power Sector. In order to augment manpower resources, PFC is looking for dynamic, committed and self-motivated professionals for Rajbhasha Unit:

S.No	Position	*Scale of pay	Total vacancies	Reservation	Qualification	Experience & Age Limit
1.	Assistant Officer (Rajbhasha)/E1	Rs.16400-3%-40500 (on IDA pay pattern)	02	UR-02	<p>1. Master's Degree of a recognized University or equivalent in Hindi with English as a subject at the Degree level; OR</p> <p>Master's Degree of a recognized University or equivalent in English with Hindi as a subject at the Degree level; OR</p> <p>Master's Degree of a recognized University or equivalent in any subject with Hindi Medium and English as a subject at the Degree level;</p> <p>OR</p> <p>Master's Degree of a recognized University or equivalent in any subject with English Medium with Hindi as a subject at the Degree level;</p> <p>(Minimum 50% marks in both Graduation and Post-Graduation)</p> <p>AND</p> <p>2. Degree or Diploma in translation in Hindi to English and vice-versa from any recognized University/Institution or</p>	<p>Minimum 5 years of Post Qualification experience after Master's Degree in :</p> <p>1. Translation work from English to Hindi and/or vice-versa, preferably of technical/ financial /legal literature/ documents.</p> <p style="text-align: center;">AND</p> <p>2. Knowledge of Implementation of Official Language Policy of the Union of India.</p> <p><u>Desirable</u>            Knowledge of Publication related work like editing, proof reading etc.            Maximum Age Limit: 35 Years</p>

S.No	Position	*Scale of pay	Total vacancies	Reservation	Qualification	Experience & Age Limit
					<p>equivalent or three month course conducted by Central Translation Bureau, Ministry of Home Affairs in translation.</p> <p>3. Knowledge of MS Office applications is mandatory.</p>	

\* Pay scale is pre-revised and scale of pay is under revision w.e.f.01.01.2017.

**COMPENSATION PACKAGE:**

The company offers compensation package which includes Basic pay and DA (on IDA pay pattern) with benefits such as leased accommodation, conveyance reimbursement, medical facilities, group insurance, CPF, Gratuity and other fringe benefits. Performance Related Pay (PRP) will be payable as per norms.

Designation	Fixed Emoluments		Other benefits
	at Minimum of Basic Salary (Minimum Basic Pay+ DA+ HRA+ 49.9% of Perks & Allowances) pre-revised	at Maximum of Basic Salary (Maximum Basic Pay+ DA+ HRA+ 49.9% of Perks & Allowances) pre-revised	
Assistant Officer	Rs.49000/- approx.	Rs.1,21,000/- approx.	Lease in Lieu of HRA, Monthly Conveyance Reimbursement, Uniform Reimbursement, Medical Reimbursement, Performance Related Pay (PRP), Superannuation benefits @ 30%

**SUITABILITY OF POSTS FOR PWD CANDIDATES:**

Reservation and appointment to PWDs shall be admissible in accordance with DoPT O.M. No. 36012/24/2009-Estt(Res) dated 03.12.2013. Persons suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation. Disabilities identified for the above posts are as follows:-

DISCIPLINE	POSTS IDENTIFIED SUITABLE FOR PWD	TYPE OF DISABILITY	LEGEND
Rajbhasha	Post at S.No 1	SUITABLE FOR OA, OL, BL, B, LV, HH	OA=one arm, OL=one leg, BL=both legs, B=Blind, LV=low vision, HH= hearing handicapped,

## **RELAXATIONS/ CONCESSIONS:**

- \*All criteria mentioned above are for general candidates, however, relaxation of age, experience, percentage of marks in qualification, etc. as per Govt. guidelines shall be applicable for the vacancies reserved for SC/ST/OBC/PwD and Ex-Servicemen candidates.
- The reserved category candidates are required to submit the caste/ category certificate in prescribed format of Government of India, issued by the Competent Authority, in support of their claim. In addition, the OBC-NCL (OBC-Non Creamy layer) candidates will be required to submit a valid caste certificate in the revised format applicable for the purpose of reservation in appointment to posts under Government of India/ Central Government Public Sector Undertaking as contained in DoPT OM No 36036/2/2013-Esstt(Res.) dated May 30, 2014 from a Competent Authority. The revised format can also be downloaded from our website [www.pfcindia.com](http://www.pfcindia.com) (career page). Further, the OBC-NCL candidates will have to submit an undertaking at the time of Personal Interview, if called for, indicating that they belong to OBC-Non Creamy Layer.
- The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC-NCL candidates and such candidates will have to indicate their category as General.
- If the SC/ST/OBC/PwD certificate has been issued in a language other than English/Hindi, then the candidates will be required to submit a self-certified translated copy of the same in either English or Hindi.
- Maximum age limit is relaxable by 5 years for SC & ST category and 3 years for OBC-NCL category for reserved vacancies. Maximum age limit is relaxable by 10 years for ‘PwD from UR category’, 13 years for ‘PwD from OBC-NCL category’ and 15 years for ‘PwD from SC/ST category’ for all vacancies subject to suitability of post for the type of disability.
- Maximum age limit is relaxable by 5 years for candidates domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989.

## **GENERAL CONDITIONS:**

1. All qualifications for the above posts should be from Universities/Institutions recognized and approved in India by AICTE/ UGC / appropriate statutory authority.
2. Candidates belonging to Government/Semi-Government organization/PSU should normally send their application through proper channel. However, in the event of difficulty, they may send the application directly and they will have to produce NOC from their organization in the event of being shortlisted for interview.
3. Incomplete applications or applications received late will be summarily rejected.
4. All computations of age/minimum experience requirement/qualification shall be done w.r.t **19.02.2018**. The date of declaration of result/issuance of mark sheet shall be deemed to be the date of acquiring the qualification and there shall be no relaxation on this account. Post qualification executive experience on a post/level shall be counted only from the date of assumption of charge.
5. The mere fact that a candidate has submitted the application against the advertisement and apparently fulfilling criteria as prescribed in the advertisement would not bestow on him/her the right to be called for interview/considered for selection process.
6. The total number of projected vacancies indicated in this advertisement may increase/ decrease/ be cancelled at the discretion of PFC Management, if need so arises, without any further notice and without assigning any reason thereof.
7. Positions are advertised for PFC, postings can be at any of the Units/Projects/Regional Offices/JVs/Subsidiaries of PFC. All posts are transferable at the sole discretion of the Management.

8. A written test may be conducted in case the eligible application received against above post is large in number.
9. Single to and fro fare by the shortest route as per the Corporation's rules will be paid to outstation candidates called for interview on production of ticket/ proof of journey.
10. The eligibility w.r.t. Nationality will be as per the existing policy of the Corporation. While applying for any post, the applicant should ensure that he/she fulfills the eligibility and other norms mentioned above, as on the specified dates and that the particulars furnished are correct in all respects. In case it is detected at any stage of recruitment that a candidate does not fulfill the eligibility norms and/or that he/she has furnished any incorrect /false information or has suppressed any material fact(s), his/her candidature will stand automatically cancelled. If any of the above shortcoming(s) is/are detected even after appointment, his/her services are liable to be terminated without any notice.
11. Any legal proceeding in respect of any matter of claim or dispute arising out of this advertisement and/or any application in response thereto can be instituted only in Delhi and courts/ tribunals/ forums at Delhi only shall have sole and exclusive jurisdiction to try any such cause/dispute.
12. PFC will not be responsible for any postal delay/ loss in transit in submission of documents within specified time.
13. In case any ambiguity/dispute arises on account of interpretation in version other than English, English Version will prevail.
14. No person shall be eligible for appointment who has previously been dismissed, removed or compulsory retired from the service of the corporation or from a department of a state or the central government or a local authority or from public sector undertaking or from an autonomous corporation. Further, the employees of the corporation who have resigned from the corporation's service are also not eligible for reappointment.
15. No person shall be eligible for appointment that has been convicted in a Court of law for any offence involving moral turpitude.
16. No candidate who has more than one spouse living or who having a spouse living contracts another marriage which is void by reason of its taking place during the lifetime of such spouse, shall be eligible for appointment to any of the posts in the corporation except where this may be permitted under the Central Govt. Rules for its employees.

#### **HOW TO APPLY:**

Eligible applicants would be required to Register and Apply Online through PFC's website i.e. [www.pfcindia.com](http://www.pfcindia.com) (career page) from **1000 hours on 29.01.2018 to 17.00 hours on 19.02.2018**. After successful registration, the applicants will be guided to payment gateway for online payment of application fee (Non-refundable) of Rs.500/- through Net-banking/Debit Card/Credit Card. The online payment of fee can also be made after the date of successful registration but not later than 19.02.2018. In addition to the application fee of Rs.500/-, the Bank charges (as applicable) shall also be deducted during online payment. After successful payment of application fee, candidates are required to take printout of the system generated Registration-cum-Application form. The applicant must ensure that transaction ID and payment status (PAID), if applicable, is indicated on the application form. A recent passport size photograph must be affixed on the Registration-cum-Application form and the same should be sent along with the self-attested photo copy of proof of date of birth, category, qualifications (showing percentage, specialisation, etc.), experience (showing the date of joining, relieving etc.) and last emoluments drawn. The complete application forms and documents are to be sent by Post, in a cover superscribing "APPLICATION FOR THE POST OF ..... Application No....." addressed to "The Deputy Manager (HR), Power Finance Corporation Limited, 1, Urjanidhi, Barakhamba Lane, New Delhi – 110 001".

All the Registration-cum-Application forms along with requisite enclosures should reach us by **21.02.2018**. However, in respect of the applications received (only by Post/ Speed Post) from the candidates residing in Assam, Meghalaya, Arunachal Pradesh, Mizoram, Manipur, Nagaland, Tripura, Sikkim, Jammu & Kashmir, Lahaul & Spiti district and Pangri sub division of Chamba District of Himachal Pradesh, Andaman & Nicobar Island or Lakshadweep or abroad, the last date for receipt of applications is **28.02.2018**. The benefit of extended date will be available only in respect of applications received by Post/ Speed Post from the above mentioned areas/regions. In case of applications received by hand or through courier service, benefit of extended time will not be available regardless of the place of residence of the applicant.

**Note** All the applicants are requested to forward only their system generated applications along with requisite enclosures.

\*\*\*\*\*