



टीएचडीसी इंडिया लिमिटेड

THDC INDIA LIMITED

(श्रेणी-क, मिनी रत्न, सरकारी उपक्रम)

(Schedule "A" Mini Ratna Government PSU.)

Advt. No- 21/2023

Date: 20.12.2023

ENGAGEMENT ON FIXED TERM CONTRACTUAL BASIS FOR THE POST OF EXECUTIVE (BUSINESS DEVELOPMENT & LIAISON)

Company Profile:

THDC India Limited is a leading Power Sector and Profit-making Public sector Enterprise and registered as a Public Limited Company in July-1988 under the Companies Act,1956. THDCIL was conferred 'Mini Ratna' Category-I Status in Oct-2009 and up-graded to Schedule 'A' PSU in July-2010 by the Govt. of India.

The Equity of Company was earlier shared between Govt. of India and GoUP in the ratio of 75:25. Pursuant to Strategic Sale, the Share Purchase Agreement was executed between NTPC Limited and President of India on 25th March, 2020, for acquisition of legal and beneficial ownership of equity held by the President of India in THDC India Limited. After Strategic Sale, Equity in THDC India Limited is shared between NTPC Limited and Government of UP in a ratio of 74.496% and 25.504%.

The Authorized Share Capital of the Company is ₹ 4000 Cr. and paid-up capital as on 31st Oct'2023 is ₹3665.88 Cr. THDCIL started earning profits from first year (2006-07) of commercial operation of its maiden project i.e. Tehri HPP (1000 MW) and THDCIL is a consistently profit-making company since then.

THDCIL was constituted with the sole objective to develop, operate & maintain the 2400 MW Tehri Hydro Power Complex (Tehri HPP-1000 MW, Tehri PSP-1000 MW and Koteshwar HEP-400 MW), and other Hydro projects.

The Corporation has grown into a Multi-Project Organization, with Projects spread over various States as well as neighbouring country, Bhutan. It has also forayed into generation of electricity from renewable energy sources and thermal power plants.

Presently, THDCIL has a portfolio of 10 projects (Hydro, Thermal, Wind & Solar), with a total capacity of 4516 MW. This, includes 1587 MW operational Projects (Tehri HPP-1000 MW, Koteshwar HEP-400 MW, Dhukwan SHP-24 MW, Patan Wind Farm-50 MW, Devbhumi Dwarka Wind Farm-63 MW and Kasaragod Solar Power Plant -50 MW) and 2764 MW under Construction Projects (Tehri PSP- 1000 MW, VPHEP 444 MW and Khurja 1320 MW) and Bokang Bailing HEP (165 MW) in DPR stage.

Further, THDCIL is also developing 2000 MW UMREPPs (600 MW capacity of Solar Park, each at Jhansi and Lalitpur District and 800 MW at Chitrakoot District of UP) through SPV (a JV of 'THDCIL' and 'UPNEDA' named 'TUSCO') in the state of Uttar Pradesh.

A Joint Venture (JV) Company between THDCIL and Rajasthan Renewable Energy Corporation Limited (RRECL) named 'TREDCO Rajasthan Ltd.' has also been incorporated on 25.03.2023 for development of 10,000 MW Ultra Mega Renewable Energy Parks in the Rajasthan state.

An MoU has been signed between THDCIL and UJVNL (Uttarakhand Jal Vidyut Nigam Ltd.), an agency of Govt. of Uttarakhand) to harness the untapped potential of Hydro Power Projects in Uttarakhand. MoP has also conveyed their approval for the formation of a Joint Venture Company between THDCIL and 'UJVNL'. The Joint Venture Agreement cum Share Holders Agreement has been signed between THDCIL and UJVNL in Oct'2023 and process of Registration of JV is in advance stage.

An MoU has been signed in Nov'2023 between THDCIL and 'Karnataka Renewable Energy Development Limited'(KREDL), Bengaluru for development of Renewable Energy Projects including Pumped Storage Projects in Karnataka.

An MoU has been signed in Nov'2023 between THDCIL and 'Karnataka Power Corporation Limited' (KPCL), Bengaluru for development of Hydro, Solar and Pumped Storage Projects in Karnataka.

In addition, some more projects are under various stages of business development.

For further details of company profile and projects candidates may log on to www.thdc.co.in

THDCIL invites applications from dynamic candidates with good experience and academic for Engagement as Executive (Business Development & Liaison) on Fixed Term Contractual Basis:

DETAILS OF POST

Designation	No. of Post	Qualification	Experience	Upper Age as on 20.12.2023
Executive (Business Development & Liaison) on Fixed Term Contractual Basis	03 (UR)	Degree in Engineering (Civil/Electrical/ Mechanical/ Electrical & Electronics/ Chemical) with atleast 60% marks from a recognized University/ Institution. Candidates with 59.99% marks in Qualification are not eligible and shall not be rounded off to 60%. (Degree should be fulltime & regular)	Post Qualification Experience Minimum 01year executive experience of working with firms of high repute having experience at presently ongoing and upcoming projects in doing various kinds of coordination activities with government authorities, providing inputs and preparing power point presentations for senior management, making presentations before various authorities, preparing proposals and making suggestions for viable business opportunities in power sector etc.	32 years

Posts identified suitable for PwBDs candidates

S.No.	Name of Post	Posts identified suitable for PwBDs candidates
1.	Executive (Business Development & Liaison) on Fixed Term Basis E-3 Grade	a) B, LV b) HH c) OA, BA, OL, BL, OAL, CP, LC, Dw, AAV d) ASD (M), MI e) MD involving (a) to (d) above

Abbreviations:

B=Blind, LV=Low Vision, HH= Hard of Hearing, OA=One Arm, OL=One Leg, BA=Both Arms, BL=Both Leg, OAL=One Arm and One Leg, CP=Cerebral Palsy, LC=Leprosy Cured, Dw=Dwarfism, AAV=Acid Attack Victims, ASD= Autism Spectrum Disorder (M= Mild), MD=Multiple Disabilities

NOTE: 1. Candidates with 59.99% marks in Essential Qualification are not eligible and shall not be rounded off to 60%.

2.The Essential Qualification & Xth and XIIth should be Full Time and on Regular Basis.

JOB PROFILE: The selected candidates shall be part of Business Development team and will work closely with colleagues in different geographies and other functional groups of THDCIL. The candidate will be responsible for exploring new business opportunities in various states in the field of renewable energy sector and grabbing new opportunities coming in the way of THDCIL at right time, liaison with government authorities of these states for arranging meeting of THDCIL's management with them for putting THDCIL's proposals before them, assisting THDCIL's management in presenting THDCIL's credentials before the concerned authorities of various states and elaborating THDCIL's proposals to them, making consistent pursuance with the state government authorities for taking forward THDCIL's requests for getting allocation of projects in these states and getting necessary approvals etc

RELAXATION & CONCESSION

1. Reservation to OBC (Non-Creamy Layer)/SC/PwBDs (Degree of Disability 40% or above)/ Ex-Servicemen /J&K Domiciled/Victims of riots candidates will be provided as per Government of India directives/guidelines wherever the vacancy is reserved.
2. Category (SC/ST/OBC(NCL)/PwBDs/ Ex-Servicemen /EWS) once filled in the online Registration form will not be changed and no benefit of these category will be admissible later on.
3. For Departmental Candidates (THDCIL employees only) there is no upper age limit.
4. Reservation/relaxation/concession to OBC(NCL)/SC/ST/PwBDs/ EWS/ Ex-Servicemen /J&K Domiciled/Victims of riots shall be as per Government of India Directives wherever the vacancy is reserved.

COMPENSATION PACKAGE

The organization offers a very attractive pay package and is one of the best in the Power Sector Industry. Selected Candidates in the post **Executive (Business Development & Liaison) on Fixed Term Basis** will be paid Fixed Consolidated honorarium of Rs 60,000/- per month.

Sl.No.	Particulars	Amount (Rs) per month	Remarks
1.	Fixed Pay	46584	
2.	Fixed Allowance	5590	
3.	PF Employer contribution	5590 (12% of Fixed Pay)	It shall be payable on completion/ expiry of fixed term engagement
4.	Gratuity	2236 (4.8%)	

SELECTION PROCESS

1. The Selection process consists of marks obtained in Personal Interview.
2. Candidates meeting the eligibility criteria will be shortlisted for Personal Interview.
3. Candidates must qualify in the Personal Interview in order to be considered for empanelment.
4. The Qualifying percentage marks in the interview for different categories are as mentioned below:

CATEGORY	QUALIFYING PERCENTAGE MARKS
Unreserved (UR)/ EWS/ OBC(NCL)/ST/SC/ PwBDs/Ex-Servicemen	50%

5. WEIGHTAGE OF DIFFERENT PARAMETERS:

For calculation of final score of the candidate for empanelment, the weightage of marks obtained in Personal Interview shall be considered as indicated below:

S.No.	Criteria	Weightage
1.	Personal Interview	100%

Mode of selection may change for any/all post subject to the number of applicants and management discretion.

6. The offer of appointment shall be issued to the suitable candidates in the order of merit .

HEALTH STANDARDS

Applicants should have sound health. Before joining candidates will have to undergo medical examination by CMO of any Govt Hospitals. No relaxation in Medical Norms is allowed. For details of norms and Standard of Medical Fitness, please visit “Medical Norms” on recruitment of our website www.thdc.co.in

REGISTRATION FEES

Candidate belonging to General/OBC(NCL)/EWS category are required to pay non-refundable registration fees of Rs. 600 (Rs Six Hundred Only) through online mode.

The SC/ST/PwBDs/Ex-Servicemen/ Departmental candidates (THDCIL Employees only)/ Doob Kshetra of THDCIL need not pay the Registration fee.

TERMS & CONDITIONS

1. The engagement is purely on fixed term contractual basis. The tenure will commence from the date of joining.
The selected candidates on Fixed Term Contractual Basis will have to sign a contract with THDCIL and will be governed by the terms and conditions of employment as mentioned in the contract. Initial period of engagement will be for **one year**. Based on the performance, period of engagement may be extended further on yearly basis. However, total period of contract engagement will not exceed beyond 05 years.
2. The fixed term contractual engagement at THDCIL will be as per extant rules and other administrative rules/orders that may be in force from time to time.
3. The engagement is subject to verification of character and antecedents/ and caste certificates and in case of any false claim made, your engagement will be terminated forthwith without assigning any further reasons and prejudice to such actions as may be taken under the provision of the Indian penal code for production of false certificates.
4. The selected candidates on Fixed Term Contractual Basis shall be on full time basis and look after all job assignment as an Executive (Business Development & Liaison) on Fixed Term Basis. No private work/practice shall be allowed during the period of engagement on fixed term basis in THDCIL.
5. The selected candidates on Fixed Term Contractual Basis will not have any right to claim regular appointment in THDCIL by virtue of your working on contractual/tenure basis.
6. The selected candidates Fixed Term Contractual Basis will be paid consolidated monthly honorarium of **Rs. 60,000.00(Rs. Sixty thousand only)** per month.
7. In addition to consolidated honorarium, special allowance shall be payable location wise as applicable at the place of posting.

8. The selected candidates on Fixed Term Contractual Basis will be paid conveyance reimbursement for using vehicle for official purpose on certification basis. The amount of monthly reimbursement shall be Rs. 6620/- for four wheelers / Rs 3140/- for two-wheeler.
9. On successful completion of continuous one year contractual period in the event of extension an annual increase of 8% of Consolidate honorarium may be considered.
10. The selected candidates on Fixed Term Contractual Basis will be entitled for 12 days casual leave, 02 days optional leave and 12 days lieu leave/Special Additional Leave (Whichever is applicable) in a year and eligible for all listed holidays of the Unit where you will be posted. In case of female employees Maternity Leave shall be extended as per the Maternity Benefit Act, 1961 subject to fulfilling other laid down conditions in the act.
11. The selected candidates on Fixed Term Contractual Basis will be entitled for medical benefits for self and spouse and 02 dependent children (subject to eligibility as per the rule) from THDCIL Hospital/Dispensary and other empanelled hospitals as per the rules (E3 Level).
12. TA/DA along with Lodging and Boarding charges shall be payable in case of outstation official journey as per the rules (E3 Level).
13. The selected candidates on Fixed Term Contractual Basis will be provided accommodation (Subject to availability and recovery of House Rent and Electricity charges) at the place of posting as per the existing House allotment Rules of the Corporation. In case accommodation is not available in the township/premises, the HRA could be payable as applicable at place of posting.
14. The selected candidates on Fixed Term Contractual Basis will be allowed one time reimbursement for mobile phone and laptop subject to the maximum ceiling of Rs 10,000/- and Rs. 60,000/- respectively, which enables you to contribute effectively for company works. Depreciated value of the gadgets shall be recovered from employee if he/she leaves the employment in less than 2 years of service. However, the Employee shall be allowed to retain the gadgets at the time of separation after completion of more than 2 years of service.
15. **Terminal benefits:** PF, Gratuity, Pension, Medical benefits etc. are included in their consolidated monthly compensation. Therefore, both employer and employee contributions towards EPF and Gratuity liability (4.80%) will be deducted from the salary and will be become payable on completion/expiry of the fixed term engagement.
16. **Benefit under Group Personal Accident Insurance Scheme:** Benefit under Group Personal Accident Insurance Scheme shall be extended as per company rules.

17. **Relocation/Transfer benefits/Joining expenses:** will be reimbursed (if applicable) as per rules.
18. **Refreshment and Health Supplement reimbursement for Night Shift (Night Shift allowance):** In case they are rostered for the night shift involving work beyond 00 hrs. Midnight, they will be eligible for payment towards expenses incurred on food and health supplements required for maintaining good health as per the rules.
19. The engagement can be terminated by either party by giving one month notice in writing based on organization requirement.
20. The selected candidates on Fixed Term Contractual Basis are required to bring medical fitness certificate from CMO/Civil Surgeon/CMS of Govt. Hospital. You are, therefore, advised to have yourself medically examined in accordance with the medical standards enclosed before reporting for joining. You may furnish certificate from Govt. Chief Medical Officer/Civil Surgeon/Chief Medical Superintendent of District Hospital authorized to issue such certificate stating that you are medically fit for taking up this assignment on the medical examination duly signed and stamped. If on medical examination for the medical certificate, it is found that you do not conform to the required physical standards, you will not be permitted to take up this engagement.
21. Selected candidates Fixed Term Contractual Basis are liable to be deployed to any of THDCIL's Project/Units and Offices.

GENERAL INFORMATION AND INSTRUCTIONS

1. Only Indian Nationals are eligible to apply.
2. The candidate should ensure that he / she fulfills the eligibility criteria and other norms mentioned in this advertisement. If a candidate is shortlisted based on the information given by him/ her and does not fulfill the same/ meet the criteria, he/she will not be allowed for Personal Interview.
3. **All qualification** should be **Full-Time & Regular** and from an Indian University/Institute recognized by AICTE appropriate statutory authority.
4. Training / Apprenticeship / Teaching period will not be counted as experience.
5. **Computation of age and experience shall be done as on 20.12.2023.**
6. While applying for the post, the applicant should ensure that he/she fulfils 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 engagement process that a candidate does not fulfil 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.
7. Reservation/Relaxation/Concession to the candidates belonging to SC/ST/OBC (NCL)/EWS/ PwBDs/Ex-Servicemen/J&K Domicile/Victims of Riots category shall be as per the Government of India directives.
8. Canvassing in any form shall disqualify the candidate.
9. Candidates claiming to belong to any particular category shall/ necessarily furnish valid EWS/ OBC

(NCL)/SC/ST/ PwBDs Certificate, as the case may be, from Competent Authority. The upper age limit relaxed by 10 years for PwBDs candidates. The OBC candidates who belong to “Creamy Layer” are not entitled for concession admissible to OBC-category and such candidates have to indicate their category as General. Upper age is relaxed by 05 years for the candidates who had ordinary been domiciled in the State of Jammu & Kashmir from 01.01.1980 to 31.12.1989 in addition, the age relaxation for Ex-Servicemen (Ex-SM) will be as per Government of India guidelines/directives.

10. The total number of vacancies indicated above may increase/decrease at the discretion of THDCIL Management.
11. Format prescribed for furnishing certificates for SC/ST, OBC, EWS and PwBDs (as applicable for the relevant PwBDs category), formats are available in THDCIL website www.thdc.co.in.
12. The closing date for receipt of application will be treated as the date reckoning for SC/ST/OBC(NCL)/EWS/PwBDs status of the candidate and the candidate should be in possession of necessary certificate as on this date.
13. In case Caste /Category Certificate is issued in a language other than Hindi or English, candidates are advised to produce a certified translation of the same in either Hindi or English language at the time of document verification.
14. Candidates belonging to **Doob Kshetra/THDCIL Project Affected Area** the certificate shall be valid only if the same is issued by **Special Land Acquisition Officer (SLO) duly verified by concerned District Authority**.
15. Candidates shall be required to bring a valid photo ID to the interview. Photocopies of the original identification document shall not be acceptable. Candidates will not be permitted to appear for the Personal Interview if original and valid photo identification is not presented.
16. Candidates are advised to keep their e-mail ID, Mobile No. active at least for one year. No change in e-mail ID and Mob. No. will be allowed once entered. All future correspondence shall be sent via e-mail/ or SMS only.
17. All information regarding this engagement process shall be made available in the recruitment section of our website <http://www.thdc.co.in> and no separate communication shall be made. Applicants are advised to check the website periodically for updates related to recruitment process.
18. Applications from candidates employed in the Central/State Governments and Public Sector Undertakings, will have to be forwarded through proper channel. However, application not submitted through proper channel may be processed on the basis of advance copy but in such cases the candidate will be required to produce a **“No Objection Certificate”** at the time of interview. Failing which he/she shall not be permitted to attend the interview. An undertaking to this effect would have to be furnished by the applicant along with his application.
19. Candidates employed with Government Departments/PSUs/Autonomous Bodies will be required to submit relieving letter from current organization at the time of joining if selected for the post.
20. The mere fact that candidate has submitted application against the advertisement and apparently fulfilling

the criteria as prescribed in the advertisement would not bestow on him/her the right to be definitely called for interview/ considered further for engagement process.

21. Depending on the requirement THDCIL reserves the right to cancel / restrict /enlarge / modify / alter the engagement process, if need so arises, without issuing any further notice or assigning any reason thereafter.
22. For any queries, regarding this engagement process, please send email to thdcrecruitment@thdc.co.in
23. Any proceeding in respect of any matter of claim or dispute arising out of this advertisement and/or an application response there to can be instituted only in Dehradun (Uttarakhand) and Court/tribunals/ forums at Dehradun (Uttarakhand) only shall have sole exclusive jurisdiction to try any such cause/dispute.
24. In case any ambiguity/ dispute arises on account of interpretation in versions other than English, the English version will prevail.
25. Candidature of the registered candidate is liable to be rejected at any stage of engagement process or after the selection/joining, in the event of any information, provided by the candidate, is found to be false or is not found in conformity with the eligibility criteria mentioned in advertisement.
26. Application registered without/ incomplete documents shall be summarily rejected even though registration number has been generated. Candidate should not send any documents/certificates or print out of Registration slip/form through post.

HOW TO APPLY

Before applying for Online Registration Form candidates should possess the following:

1. Valid and active Email ID and Mobile No.
(E-mail ID and mobile number to be entered in online registration form is mandatory. In case a candidate does not have a valid e-mail ID, he/she should create his/her new e-mail ID before applying online. Candidates are advised to keep the e-mail ID and mobile number entered in the online registration form active for at least one year. No change in the e-mail ID or mobile number will be allowed once entered. All future correspondence shall be made via e-mail and/ or SMS only.)
2. Scanned copy of recent passport size color photograph of the candidate with white background (Size-50 KB & Format-JPG/PNG/PDF)
3. Scanned signature of the candidate. (Size-20 KB & Format-JPG/PNG/PDF).
(Signature (in Black ink) against white background is to be scanned and uploaded in the space earmarked in the online registration form. Candidate is advised to confirm his/her uploaded signature is clearly visible/ identifiable at the appropriate place.)
4. Scanned copy of Marksheet & Passing Certificate (Full Time/Regular) of Class Xth and XIIth (Size-125 KB & Format-JPG/PNG/PDF)

5. Marksheet & Degree (Full-Time/Regular) of respective essential qualification. (Size-500 KB & Format-JPG/PNG/PDF).
6. Scanned copy of Experience Certificate. (Size-500 KB & Format-JPG/PNG/PDF).
(Candidates should ensure that they have uploaded all their experience certificates as one file)
7. Scanned copy of Caste/ Category Certificate (if applicable in case of SC/ST/OBC(NCL)/PwBD/J&K Domiciled / Ex-Servicemen/ Victims of riots /Doob Kshetra of THDC Projects) in a format prescribed by the Government of India. (Size-125 KB & Format-JPG/PNG/PDF)
8. Scanned copy of Proof of norms adopted by University/Institute to convert CGPA/OGPA/DGPA in to percentage. (Size-125 KB & Format-JPG/PNG/PDF)
If CGPA is not applicable then upload the scanned copy of Marksheet.

Steps to Fill in Online Registration Form:

1. The relevant link will be made available on THDCIL website <https://www.thdc.co.in/> → **Career Section** → **New Openings**. No other means/ mode of Registration Form shall be accepted. Candidates shall only apply through online registration link. ***Before filling the Online Registration Form please read eligibility criteria and essential qualification required carefully.***
2. Candidates must fill in their Basic Information.
Candidates must enter the same name in the same configuration as they are entering while applying as mentioned in their certificate.
3. Must carefully fill the fields asked in the Basic Information. Such as State Domicile, Category, Religion and other information asked.
4. Fill in the details of Academics & Professional Qualification as per your marksheet and certificate only. Provide marks as per your marksheet. In case of CGPA provide correct marks in percentage after conversion.
5. While filling in the Languages Known remember to tick the boxes provided in that section as well. Next fill in Address details and other information.
6. Fill in the details of your experience with proper mention of period of service.
7. Remember to upload all the documents as per mentioned format and size. Please see that all documents uploaded are clear and readable.

8. Upon completing the filling of the details in Registration form, candidate has to click the Save button and then proceed further:
- For the candidates belonging to **General, OBC(NCL) and EWS**, Payment Now option will appear before final submission of Registration Form, the candidate has to click on Payment Now and complete the payment process. After completion of Payment process, the candidates shall complete the application form by filling up of Payment details and then shall click on the Submit Button at the bottom of the page.
 - For **ST/SC/PwBD/ J&K Domiciled / Ex-Servicemen/ Victims of riots /Doob Kshetra (Project Affected)/ Department Candidates (THDCIL Employees only)** need not pay the Registration Fee and no Payment Now option will appear, for such candidates, they have to directly click on Submit button at the bottom for Final Submission.

IMPORTANT NOTE: After clicking of Submit button the Registration Form will be considered complete and submitted for Final Submission.

9. Candidate should take a print out of completed application form and keep it with him/ her safely for future reference. **(This print out of application should be kept in safe custody of the candidate. Candidates must not send this printout to any office of THDCIL).**

10. Other Points:

- All Information regarding this recruitment process shall be made available in the career section of our website <http://www.thdc.co.in> and no separate communication shall be made. Applicants are advised to check the web site periodically for updates regarding this recruitment.
- Applicants should keep sufficient copies of same photographs in reserve for future use, which they are using in the Online Registration.
- Applicants can send their Query related to Recruitment to e-mail ID: thdcrecruitment@thdc.co.in
- Once applied, the applicants are advised to check the website as well as their registered e-mail ID regularly for any updates.

***THE CANDIDATES SHOULD CROSS CHECK ALL THE DETAILS FILLED IN THE
ONLINE
REGISTRATION FORM, BEFORE FINALLY SUBMITTING THE SAME, AS NO
CORRECTION WILL BE ALLOWED LATER.***

HOW TO MAKE PAYMENT

- For **GENERAL, OBC(NCL) & EWS CANDIDATES**- Candidates have to click on the payment now link and make payment of **Registration fee-₹ 600/- (₹. Six Hundred only)**

- For **ST/SC/PwBDs/J&K Domicile / Ex-Servicemen/ Victims of riots /Doob Kshetra of THDC Projects** the **Registration fee is exempted.**

1. Visit SBI Collect from <https://www.onlinesbi.sbi/sbicollect/icollecthome.htm>
2. Select Category-----> PSU-Public Sector Undertaking.
3. Search for PSU- Public Sector Undertaking and type---- THDC INDIA LIMITED
4. Click on “THDC INDIA LIMITED”.
5. Fill in the details like a. Name, b. Application No. (THDC Registration No.), c. Mobile Number, d. Father’s Name and e. Email ID, f. Advt No., g. Post, h. Discipline, i. Amount (Please fill in the same details as entered in online application and kindly ensure to fill the details correctly)
6. Enter your details-----> Click on Individual and fill details like Name, Date of Birth, Mobile No., Email ID.
7. Click on the Check Box- I have read and agreed to Terms & Conditions.
8. Enter the Captcha and Click on Next.
9. Verify payment details and Click on Next.
10. Select the payment mode and make payment of fees.

IMPORTANT POINTS:

- On making the payment a unique number will be generated and the candidates will receive it on their Registered Mobile Number through SMS.
- Candidate should take print out of receipt of Registration Fee and keep it with him/her safely for future reference. Candidate must not send this printout to any office of THDCIL.
- If Registration Fee is deducted from the bank account and candidate receives failure payment message, after submitted the Registration Form and Payment Now displaying on the Registration form then candidates are advised to read instructions carefully under “Steps for making payment of Registration Fee” and accordingly once again make the payment of Registration fee or contact his/her bank.
- Bank Commission charges will be borne by the candidates. In case the fee is deposited in wrong account then THDCIL will not be responsible.
- Registration fee deposited **after last date of submission of payment (5:30 PM) will not be valid.**
- Fees once paid will not be refunded under any circumstances. Candidates are therefore requested to ensure their eligibility before applying for any post and payment of Registration Fee.

IMPORTANT DATES

Sl.No.	Particulars	Date & Time
1.	Opening of Online Registration	20.12.2023 (10:00 AM)
2.	Closing of Online Registration	19.01.2024 (11:59 PM)
3.	Last date of submission of payment details in Online Portal (For Registered candidates only)	21.01.2024 (05:30 PM)

Note:

- 1. Applicants are advised to check the Recruitment section of our website regularly for any updates.*
- 2. In order to avoid last minute rush, the candidates are advised to apply early enough. THDCIL will not responsible for network problems or any other problem in submission of online application.*
- 3. Registration Fee once paid will not be refunded under any circumstances.*