



## ODISHA POWER GENERATION CORPORATION LIMITED

CIN: U40104OR1984SGC001429

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### POWER YOUR CAREER WITH OPGC

#### Detailed Advertisement for Recruitment in MBS Roll

Advertisement No: OPGC/CO/HR/04/2023

Date: 07-10-2023

IMPORTANT DATES	
Opening of online submission of application	07-10-2023 (10:00 AM)
Last date of submission of online application	22-10-2023 (05:00 PM)
Last date for receipt of hard copy of application along with requisite documents	01-11-2023 (05:00 PM)

**Odisha Power Generation Corporation Ltd. (OPGC)**, a Government of Odisha Company, operates state of the art thermal power plants at Ib Thermal Power Station, Banharipalli, Jharsuguda. It has a total generation capacity of 1740 MW (2x210 MW in first phase and 2x660MW in second phase). We are looking for experienced and dynamic professional for the following position under **Market Based Salary (MBS) structure and performance-based service conditions on our regular rolls**. Reservation laws as notified by Govt. of Odisha will be followed.

OPGC invites applications from eligible Indian Citizens for the following positions:

Sl. No.	Name of the post	Grade	No. of Post
1	Senior General Manager – HR & IR	E-9	1
TOTAL			1

#### (A) EXPERIENCE AND AGE:

Sl. No.	Post	Grade	Minimum relevant Experience (As on 01-11-2023) in Years	Maximum Age (As on 01-11-2023) in Years
A	Senior General Manager – HR & IR	E-9	25+ Years	56 Years

#### (B) COMPENSATION AND BENEFITS:

Compensation will be paid on Market Based Salary (MBS) structure and Performance based Service condition, which will be on Cost to Company (CTC) pattern in line with the industry.

The incumbents would be covered by MBS service conditions where performance will be the key to increments, promotion and rewards.

Sl. No.	Post	Grade	Fixed CTC / Per annum (Rs.)	Variable Pay in Grade (% of Fixed CTC)
A	Senior General Manager – HR & IR	E-9	29,00,000/-	26%

Apart from Fixed and Variable Pay, other allowances / reimbursements will be paid as per OPGC policy as applicable to the grade.

**(C) POST WISE ESSENTIAL QUALIFICATION & EXPERIENCE:**

Department	HR & IR
Grade / Designation	E-9 / Senior General Manager (Sr. GM) (HR & IR)
Qualification	<ul style="list-style-type: none"> <li>Must have excellent academic records with Graduation in any discipline with minimum 60% marks.</li> <li>MBA (HR) / PMIR from a recognized College / University.</li> </ul>
Years of Experience	<ul style="list-style-type: none"> <li>Must have 25+ years post qualification experience.</li> <li>Must have 20+ years work experience in a Central / State PSU /Private Company of repute in an Executive Cadre.</li> </ul>
Age Bar	<ul style="list-style-type: none"> <li>Maximum 56 Years as on 01/11/2023</li> </ul>
Desired Previous Experience	<ul style="list-style-type: none"> <li>Candidates having worked in a leadership position in HR Department of Central / State PSU having 200+ regular Executives will be given preference.</li> </ul>
<b>Essential</b>	<ul style="list-style-type: none"> <li>Total Relevant Experience: 25+Years in Executive Cadre</li> <li>20+ years of post-qualification experience in the Executive cadre in a Govt./PSU or private company of repute.</li> <li>Candidate must have worked in the post of General Manager or above rank for a period of at least 2 years as on date of advertisement in any Central / State PSU or private company of repute.</li> </ul>
<b>Desirables</b>	<ul style="list-style-type: none"> <li>Experience in heading the functions of Human Resources, Industrial Relations, Employee Relations and Administration functions at ITPS, Banharipalli.</li> <li>Knowledge of designing, formulating and implementing human resource strategy / processes in alignment with the business objectives of the organization.</li> <li>Ensure peaceful and conducive work environment maintaining healthy employee relations amid multiple unions and heterogeneity of service conditions.</li> <li>Periodic review of organization structure, HR policies and processes; advise Management on best practices and policies related to people processes and systems and work closely with department heads for execution of the same.</li> <li>Implementing Change Management Practices including Organizational restructuring; Strategize manpower planning and budgeting and monitor adherence to stated targets and manpower budgets.</li> </ul>

	<ul style="list-style-type: none"> <li>• Develop and implement the Talent Acquisition and Talent Management strategy in line with the business needs.</li> <li>• Facilitate implementation of Performance Management System along with Variable Pay. Provide overall supervision and guidance to divisional/functional heads.</li> <li>• Provide key inputs for Compensation &amp; benefits e.g. philosophy, structure, policy &amp; facilitate inputs for comparison with market-level data; Continuous validation of Market Compensation Structure and grades.</li> <li>• Develop a culture of learning in the organization by implementing competency matrix, identifying gaps and design and implement training and development interventions, including planned interventions.</li> <li>• Design overall framework for the training function, monitoring the training systems design, adherence to budgets and returns on training investment.</li> <li>• Facilitate IT-enablement of the various HR Services; ensure continuous up-dation of human resources data management on SAP platform.</li> <li>• Act as first point of contact for interpretation and implementation of management decisions on organizational process, policy/ strategy change with respect to HR/Administration Function.</li> <li>• Monitor the Employee Relations management - Evolve the Industrial Relations strategy to bring in long-term harmony within the Organization.</li> <li>• Negotiating and amicably settling disputes with the Unions by initiating and participating in proceedings of dispute settlement machineries; Ensuring proactive actions for grievance redressal and timely meetings with Unions/ Associations.</li> <li>• Work closely with the Senior Leadership to develop business continuity plans, by developing contingency mechanisms around competency availability, people and policies.</li> <li>• Effective Contract Labour Management and ensuring Statutory Compliances.</li> <li>• Discipline Management; Initiation and conclusion of disciplinary Proceedings; Defense in Court cases regarding Labour and Service matters.</li> <li>• Mentor and coach subordinates to develop the team's capabilities and build a strong succession pipeline for the role.</li> <li>• Maintain strong stakeholder relations with all concerned including Depart of Energy, Govt. of Odisha and other PSUs.</li> </ul>
<b>Preferential Requirement</b>	<ul style="list-style-type: none"> <li>• Knowledge of Odia language will be preferred.</li> <li>• Candidates having previous work experience in a Thermal Power Plant for at least 5 (five) years will be preferred.</li> <li>• Candidates having previous work experience in a Central / State PSU will be preferred.</li> <li>• Functional knowledge of SAP - HR Module shall be preferred.</li> </ul>

- In case of educational qualification, in addition to an institute being approved by UGC/AICTE, the particular Degree/Diploma awarded by that institute is also required to be an approved Degree/Diploma.
- The qualifications possessed by candidates must be qualifications acquired through regular full-time courses by attending colleges/institutes and not part-time course, distance learning programs or correspondence courses.
- Preference shall be given to the candidates having relevant additional qualification and work experience in Coal Based Thermal Power Plant.
- Candidates possessing less than 06 (Six) months of work experience in any organization, shall not be taken into account while considering total years of experience. The post qualification experience will be considered in the relevant field of the job for which advertisement has been published.

#### **(D) SELECTION PROCESS:**

- The assessment of short-listed candidates applied against the post, will be made through Personal Interview only. Mere qualifying as per the qualification criteria described above does not give a right for shortlisting for the interview.
- The candidate will be selected based on the performance in Personal Interview, organizational requirement and vacancies to be operated.
- In the event of large number of short-listed candidates, the Management reserves the right to raise the minimum eligibility standards/criteria by taking into account the qualification and/or experience to restrict the number of candidates for assessment/ Personal Interview.

#### **(E) MEDICAL FITNESS:**

- The final placement of the candidate is subject to his / her medical fitness as per Company's prescribed standard and other parameters/ joining formalities.
- The selected candidate needs to be medically fit as per medical rules of the Company. No relaxation in health standards as indicated in the medical rule of the Company is allowed.

#### **(F) PLACEMENT:**

- The selected candidate will undergo a probation period of minimum 01 (one) year from the date of joining.
- Selected candidate will be positioned at **Ib Thermal Power Station (ITPS), Banharpalli, Jharsuguda, Odisha** as per the requirement of OPGC. During the probation period and/or after confirmation, selected candidate will be posted in the OPGC establishments anywhere in Odisha & may be transferred as per the organizational requirement. The selected candidate may be assigned jobs/ functions/ assignments as per the requirements of the Company.

### **(G) HOW TO APPLY:**

- The candidates need to apply online in the career section of OPGC website ([www.opgc.co.in](http://www.opgc.co.in)) from **10:00 AM of 07-10-2023 to 5:00 PM of 22-10-2023**. The candidate should click on the online application link, read the instructions carefully and fill-in the online application form giving accurate information. If the online application is not successfully completed, candidate is required to register again.
- No request with respect to change in any data entered by the candidate will be entertained once the online application is submitted successfully. While applying online, candidate needs to upload the scanned copy of their recent passport size colour photograph & signature. In case, the candidate is called for Personal Interview, he/she will be required to produce his/her original certificate and other relevant documents as mentioned in the on-line application form.
- Recent colour passport size photograph and signature to be uploaded in the prescribed format (.jpg/.jpeg)

	File Size	Dimension
Photograph	25 KB to 50 KB	3.5 cm X 4.5 cm
Signature	25 KB to 35 KB	3.5 cm X 1.5 cm

**Note: Candidate should ensure that the same passport size color photograph is used throughout this recruitment process.**

- The downloaded application with self-attested photocopies of all requisite documents in support of the information given by the candidate in his/her on-line application should reach the following address by speed post / courier:

**Despatch Section  
Xavier Institute of Management  
XIM University  
Xavier Square, Chandrasekharpur  
Bhubaneswar, Odisha - 751013**

- **Name of the post applied for should be super-scribed on the envelop used for sending the hard copy of the application.**

Example. **“SENIOR GENERAL MANAGER – HR & IR”**

- No application will be received by hand. No manual / paper application will be entertained directly unless registered and applied online.
- The hard copy application must reach the above-mentioned address along with self-attested copies of all requisite documents by **5:00 PM of 01-11-2023**.
- Mere submission of Online application is not sufficient for consideration of candidature.

- OPGC will not be responsible for any candidate for not being able to submit their online application within the last date, on account of system error or for any other reason whatsoever.
- Only Indian Nationals are eligible to apply.

#### **(H) INSTRUCTION TO THE CANDIDATES:**

- The candidate should ensure that he/she fulfills the eligibility criteria and other conditions as mentioned in this advertisement. Mere submission of application or meeting the advertised specification does not entitle the candidates' eligibility for the post. In case, it is detected at any stage of recruitment/ selection/even after appointment that the 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/appointment will automatically stand cancelled, as the candidature/appointment would be deemed to be void ab initio.
- The e-mail id and mobile number mentioned in the application form must remain valid for one year. All future communication with the candidates will take place through e-mail only. OPGC will not be responsible for any loss/non-delivery of e-mail/any other communication sent, due to invalid/wrong id or due to any other reason.
- Candidates working in PSUs/Govt. should apply through proper channel or produce “**No Objection Certificate**” at the time of interview. However, in case of failing in this regard, the candidate would only be allowed to join, if selected, after formal release order from his present organization.
- OPGC reserves the right to raise the minimum eligibility standards. The Management reserves the right to fill up or not to fill up the above position without assigning any reason whatsoever. OPGC also reserves the right to cancel/restrict/modify/alter the recruitment process and also reserves the right to increase or decrease the no. of posts advertised, if need arises without issuing any further notice or assigning any reason whatsoever.
- Canvassing by a candidate in any form or means shall disqualify his/her candidature.
- OPGC reserves the right to cancel the whole of the recruitment process or any part thereof without assigning any reason.
- Any dispute with regard to the said recruitment will be settled within the jurisdiction of Bhubaneswar only under the judicature of High Court of Odisha.

#### **Note:**

1. All-important notifications & updates regarding this recruitment shall be hosted in the OPGC website in the Career Section and accordingly all applicants are advised to visit the site regularly.
2. In order to avoid last minute rush, the candidates are advised to apply early enough. OPGC will not be responsible for network problems or any other problem in submission of online Application.

**(I) FACILITATION SUPPORT:**

For any guidance / technical support on filling up the On-line Application, the candidate may contact the **Help Desk Telephone Number 0674-2354859 / Mob: 8480904123** or email: [webmaster@opgc.co.in](mailto:webmaster@opgc.co.in) on all working days between 10:00 AM to 5:00 PM.

For information regarding advertisement & recruitment, please e-mail us at [recruitment@opgc.co.in](mailto:recruitment@opgc.co.in)

**Wish you all the best!**

**Head (HR)**

Odisha Power Generation Corporation Ltd.

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