



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/04/2021**

**IMPORTANT INSTRUCTIONS**

1. Only Indian Nationals who have attained the age of 18 years and above 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 shortlisted for OMR Based Objective Type – MCQ test/ Stenography Test /Skill test/ Trade Test/Document verification etc. Essential qualifications is the minimum qualification which is mandatory for applying for specified post.
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 the academic merit for the posts. CPRI also reserves the right to fix cut-off score for posts. The number of candidates to be called for OMR Based Objective Type Test/ Written Test/ Stenography Test/Skill Test/Trade Test/ Typing test/Physical test etc. would be based on the screening and evaluation of the candidates who have applied for the post and qualified in each stage by CPRI.
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](http://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, fixing of cut-off marks, conduct of OMR Based Objective Type Test – MCQ Test/ Stenography Test/Typing Test (Computer based)/ Trade test 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 online application. If found guilty of misconduct/impersonation/canvassing/use of unfair means will be disqualified from Document verification process/MCQ Test/ Stenography Test/ Skill Test/Typing test etc. 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 for all the posts will be initially for a period of 2 years. All the posts 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, Guwahati and Nasik.
13. Candidates should regularly check their email and CPRI website [www.cpri.in](http://www.cpri.in) for updates regarding recruitment process.
14. Candidates possessing the valid educational qualifications; experience and specified age limit shall only be eligible to apply for the posts. Hence, applicants are advised to go through all the conditions prescribed for each post under different paras and sub-paras in the advertisement and satisfy themselves about their suitability for the post before applying.
15. In order to avoid last minute rush, the candidates are advised to apply early. CPRI will not be responsible for network problems or any other problem in submission of online Application. CPRI also will not be responsible for any delay encountered while submitting the online application form with prescribed enclosures.

#### **REGISTRATION AND SUBMISSION OF ONLINE APPLICATION :**

1. Eligible candidates can submit the application only through online registration system of CPRI.
2. Before registering and submitting their applications on the website, the candidate should possess the following:-
  - a. Valid Self E-mail ID and Mobile no.
  - b. Scanned copy of recent passport size color photograph of the candidate with white back ground.
  - c. Scanned signature of the candidate.

- d. Scanned copies of SSLC/SSC/Matric Certificate/Degree Certificates/ Diploma/ ITI Trade certificate & Marks card, experience certificate, Caste Certificate, NOC, Discharge Certificate, Ex-servicemen ID card as applicable in PDF format.
3. **PHOTOGRAPH:** One recent colored passport size photograph (not more than three months old) is to be scanned and uploaded in the space provided in the on-line application.
  4. **SIGNATURE:** Signature (in Black ink) against white background is to be scanned and uploaded in the space ear marked in the on-line application. Candidates must ensure the signature uploaded shall be maintained as same at all places viz. signature up-loaded, , Attendance Sheet of OMR Based Objective Type Test – MCQ test etc. If any variation is found between the signatures, the candidature is liable to be cancelled. Candidate is advised to upload signature which is clearly visible / identifiable at the appropriate place.
  5. To Register online, candidates should first logon to: <http://www.cpri.in>
  6. After obtaining the valid Registration No ,System will display a link for submitting online Application. Candidates have to click on that link for submitting online application for the post they wish to apply. **No other means/mode of application shall be accepted.**
  7. As the Screening of applications will be done on the basis of information furnished in the Online application form by the applicants, it is necessary that only accurate, full and correct information is furnished by the applicants. Furnishing of wrong/false information will be a disqualification and CPRI will **NOT** be responsible for any of the consequences of furnishing such wrong/false information.
  8. 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 **05.04.2021**.
  9. Reservation/relaxation specified is applicable for the reserved posts only and no relaxation in the eligibility criteria will be allowed for general category posts.
  10. Fee exemption as per Govt. of India norms will be applicable.
  11. SC/ST/OBC/EWS candidates may fill up their respective category in the application form carefully. Category once mentioned in the form shall **NOT** be changed in any circumstances. Furnishing of any wrong information in this regard will lead to disqualification of the candidature. The candidate will have to produce the documentary evidence issued by the Competent Authority in support of his /her claim at the time of Document verification.

12. Candidates claiming benefit of OBC Category should ensure that they belong to OBC Category as per the notification of the Central Government meant for appointment to the posts under the Government of India **(and not as per the notification of the State Government)** and **DO NOT** belong to the creamy layer. The candidate will have to produce the OBC certificate along with the undertaking in the proforma given at **Appendix-I** at the time of Document verification. The certificate in any other proforma will not be accepted in any case. In case the candidate fails to submit the certificate in the proforma (Appendix-I) from the Competent Authority, his /her candidature for the post will be summarily rejected and no correspondence will be entertained in this regard. Candidates belonging to **EWS** (Economically Weaker Sections) are required to produce the certificate issued by the Competent Authority in the prescribed format as per Ministry of Personnel, Public Grievances & Pension, Department of Personnel & Training vide Office Memorandum No.36039/1/2019-Estt(Res) dated 31/01/2019.
13. Candidates already in Government service such as Central/ State Govt./Quasi Govt. offices/Public Sector Undertakings/Public Sector Banks/Govt. Autonomous Bodies etc., should upload copy of No Objection Certificate (NOC) from the Employer concerned at the time submission of online application and hard copy of application along with NOC should be sent through proper channel by post to The Chief Administrative Officer, Central Power Research Institute, Prof.Sir C.V.Raman Road, Post Box No: 8066, Sadasivanagar (P.O),Bangalore- 560080 not later than **05.04.2021**, else the application will not be considered for further process.
14. All the educational qualifications mentioned should be from a University / Institution / Board recognized by GoI / approved by UGC/ AICTE / State Governments.
15. Candidate should indicate the marks percentage obtained, maximum marks in respect of Graduation and post-Graduation the nearest two decimals in the online application form.
16. The percentage marks shall be indicated only based on the percentage marks declared/ mentioned in the certificates.
17. Multiple applications for the same post will be summarily rejected.
18. Candidates applying for more than one post should submit separate Online Application form for each post indicating the Category and Post along with prescribed application fee and copies of all marks cards, certificates and testimonials separately for each post.
19. In case of dual qualifications/specializations candidates have to necessarily produce proof at the time of document verification/Trade Test/Skill Test/Typing Test, wherever applicable, as also at the time of recruitment, that their major specialization conforms to the requisite eligibility criteria prescribed for the post.

20. **Before finally submitting the online application, the candidates must check the application to ensure that they have provided correct information and uploaded Photograph, No Objection Certificate (NOC) from the Employer concerned(In case of Govt.Organization), Signature, SSLC/SSC/Metric marks card, Degree/ITI/Diploma certificate/Experience Certificate/Caste Certificate/Provisional certificate & all Marks card as the case may be, in support of the qualification prescribed for the post and Experience certificate as prescribed for specific posts.** It must also be ensured that the documents scanned and uploaded are visible and not hazy/blurred, otherwise the same should be uploaded again or the page should be reloaded or refreshed.

21. **Failure to upload the copies of all the relevant documents prescribed herein above will render the application invalid and liable for rejection.**

22. Wrong information in any column may lead to the application getting rejected altogether without assigning any reasons, there for.

23. **PAYMENT OF FEES:** Once the candidate submits their application Online, System will display a link for making Payment of Application Fee online. Candidates have to click on that link and make the payment of Application fee. Payment may be made through by using Debit/Credit Card/Net Banking. Applications without the prescribed fee would not be considered and summarily rejected. No representation against such rejection would be entertained.

24. **APPLICATION FEES TO BE PAID FOR APPLICATION :**

|   |  |                            |
|---|--|----------------------------|
| 1 | Engineering Assistant, Technician Gr.2, Assistant Gr. II, Stenographer grade III | Rs.200.00<br>For each post |
| 2 | MTS Gr.1(Watchman) (Reserved for Ex-servicemen)                                  | Nil/Exempted               |

a) SC/ST/PWD/Ex-servicemen/women candidates and CPRI Departmental candidates are exempted from payment of fees.

b) For the candidates who are exempted from payment of Application Fee (SC/ST/PwD/Ex-SM/women and Departmental Candidates), once they submit their data Online, System will generate a Registration Form having unique **Registration Number**. Candidates should save and take its printout.

25. Bank Transaction charges, if any, incurred for online payment of application fees/intimation charges, will have to be borne by the candidate.

26. 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 any post and making payment of Application Fee. 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 MCQ test/Stenography Test/Trade Test/Typing test/Document verification etc. as the case may be and decision of CPRI is final in this regard.

27. Online applications once registered will not be allowed to be withdrawn and the application fee once paid will not be refunded nor be held in reserve for any other examination under any circumstances.

28. **The last date for receipt of online applications is 05.04.2021.** The candidates are advised to submit online application well in advance without waiting for the closing date.

29. CPRI will not be responsible for network problems or any other problem in submission of online Application.

30. Schedule of OMR Based Objective Type Test – MCQ test/Stenography Test/Typing test/Trade test will be displayed on CPRI web site [www.cpri.in](http://www.cpri.in)

### 31. IMPORTANT DATES

| Sl.No. | Particulars  | Date  |
|--------|--|---|
| 1      | Online Registration commencement Date  | 15.03.2021(10.00 AM)                          |
| 2      | Online Registration Closing Date   | 05.04.2021 (5.00 PM)                          |
| 3      | Application fee payment online   | 15.03.2021 (10.00 AM) to 05.04.2021 (5.00 PM) |
| 4      | Cut-Off Date for the purpose of Educational qualification, Upper Age limit etc., | 05.04.2021                                    |
| 5      | Date of MCQ Test and Availability of Admit cards on website                      | Will be notified later                        |
| 6      | Announcing the list of selected candidates.                                      | Will be notified later                        |

### 32. IMPORTANT LINKS

|   |  |
|---|--|
| 1 | <a href="#">Format OBC Caste Certificate</a>   |
| 2 | <a href="#">Format EWS Certificate</a>         |
| 3 | <a href="#">Format SC/ST Caste Certificate</a> |
| 4 | <a href="#">Format PWD Certificate</a>         |
| 5 | <a href="#">How to Apply</a>                   |

**This link / page is best viewed in IE 8 and above, Mozilla Firefox & Google Chrome**

## 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 online application, job description, experience relevant to the job description, and further verification of the data submitted online based on the criteria as determined by CPRI as detailed in the Advertisement post wise.

### ***2. The selection procedure post wise will be as follows :***

| Sl. No            | Name of the post              | Selection Procedure   |
|-------------------|-------------------------------|---|
| 1                 | <b>Engineering Assistant</b>  | <p>The eligible shortlisted candidates will be called for OMR based MCQ Test. The final selection will be based on their performance in MCQ test and academic merit.</p> <p>The weightage for the purpose will be 50% each in respect of Academic Merit &amp; Marks scored in the MCQ test.</p>   |
| 2                 | <b>Technician Grade 2</b>     | <p>The eligible candidates will be called for OMR based MCQ test and Trade test. The final selection will be based on their performance in the MCQ test subject to qualifying in Trade test.</p> <p>Trade test will be go-no-go basis. From amongst the candidates who qualify in the Trade test, empanelment shall be done based on MCQ test merit.</p> <p>Qualifying in Trade test is mandatory for selection.</p>  |
| 3(a)<br>&<br>3(b) | <b>Assistant Grade II</b>     | <p>The eligible shortlisted candidates will be called for OMR based MCQ test. The final selection will be based on their performance in the MCQ test and Academic merit (i.e. 50% each) subject to their qualifying in Computer Typing Test.</p> <p>Based on their performance in the MCQ test and Academic merit (i.e. 50% each) candidates will be shortlisted and called for skill test i.e. Computer typing test. Skill test will be go-no-go basis. From amongst the candidates who qualify in the Computer Typing test, empanelment shall be done based on the MCQ test and Academic merit. (i.e. 50% each).</p> <p>Qualifying in Typing test is mandatory for Selection.</p> |
| 4                 | <b>Stenographer Grade III</b> | <p>The eligible shortlisted candidates will be called for OMR based MCQ test. The final selection will be based on their performance in the MCQ test and Academic merit (i.e. 50% each) subject to their qualifying in Stenography Test (80 wpm) and Computer Typing Test(30 wpm in English).</p> <p>Skill test will be go-no-go basis. From amongst the candidates who qualify in the Stenography Test and Computer Typing test, empanelment shall be done based on the MCQ test and Academic merit. (i.e. 50% each).</p>  |

|          |                                   |   |
|----------|-----------------------------------|---|
|          |                                   | Qualifying in Stenography Test and Computer Typing Test is mandatory for Selection.   |
| <b>5</b> | <b>MTS Grade 1 -<br/>Watchman</b> | The eligible short-listed candidates will be called for MCQ test and those who qualify in the MCQ test are ranked for selection based on Physical test and experience.<br><br>Qualifying in Physical test is mandatory for Selection. |

3. Only eligible and short-listed candidates will be called for MCQ Test/Trade test/Stenography Test/Typing test/Physical test/Document verification, as the case may be, **at Bangalore only**.
4. The call letters for OMR Based Objective Type – MCQ test /Stenography Test/Typing test/Trade Test /document verification shall be sent only through email at the given registered email ID of the candidate. In addition to this, the candidate will also have an option to download the same from CPRI Website.
5. Candidates should download their call letter from CPRI website [www.cpri.in](http://www.cpri.in) by entering user ID and PASSWORD.
6. The venue address, date and time for MCQ Test/Stenography Test/Trade Test/ Typing test will be intimated in the Call Letters.
7. Candidate should attend the MCQ test/Stenography Test/Trade Test/Typing test/Physical test and document verification etc. at their own expense.
8. All the information regarding the format of MCQ Test/Trade test/Typing test will be made available for the candidates to download along with the Admit Card for OMR based Objective Type - MCQ Test wherever applicable from the CPRI website.
9. The admission of a candidate at various stages of selection process , viz., MCQ test/ Stenography Test /Trade test and Typing test 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.
10. Candidates have to produce in original photo identity proof along with the Admit Card while attending the MCQ Test. Without original photo ID card and Admit Card, Candidates will not be allowed to attend the MCQ Test. Candidates must note that the name as appearing on the photo identity proof should exactly match with the name as provided during the process of registration.



11.The candidates would be required to produce the following :

Originals for verifications 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 (if applicable) in the letter head of the Company 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. Caste /category Certificate (if applicable in case of SC/ST/OBC/EWS) in the prescribed GOI format from the Competent Authority.
- e. Disability Certificate in case of PwD candidate in prescribed GOI format from Competent Authority/ Medical Board.
- f. Discharge Certificate & Ex-Servicemen ID card in case of Ex-Servicemen.
- g. 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.

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

*If any difference found between English version and Hindi version, the English version shall be treated as final.*

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](mailto:recruitment@cpri.in)" provided for the purpose.No other mode of communication will be entertained.

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