



## NATIONAL POWER TRAINING INSTITUTE

(Ministry of Power, Govt. of India)  
NPTI Complex, Sector-33, Faridabad-121003 (Haryana)  
Tele Fax : 0129-2272142  
Website : www.npti.gov.in

Advertisement No. R-1/STC/2025

### Engagement of Expert/Consultant/Sr. Consultant/ data Science Expert/TPM/ etc on short term contract/fixed tenure basis

The National Power Training Institute (NPTI), Sector-33, Faridabad, an ISO 9001 & 14001 autonomous organization under the Ministry of Power, Government of India, invites applications for the following positions on a short-term contract basis. NPTI was established on July 3, 1993, and functions as the National Apex Body for Training and Human Resources Development in the Power Sector, with 10 institutes across India.

#### Contract Details:

The engagement is a purely temporary, short-term contract with a consolidated remuneration, initially for two years. This contract may be extended up to two years based on performance, requirements, and management discretion. Performance will be evaluated periodically, and continuance of the contract for up to four years is contingent on these evaluations and organizational needs.

#### Available Positions:

Sl. No.	Name of the Post and age limit	No. of Posts	Location and Vacancy Available	Monthly Remuneration Consolidated in Rs.	Qualification/Experience	Nature of Duties (not limited to)
1	Training and Placement Manager (For MBA program)	1	Faridabad	Rs.65,000/-	<p>Essential:</p> <ol style="list-style-type: none"><li>1. MBA Degree or equivalent from a recognised university/Institution</li><li>2. Minimum 2 years of Experience in the relevant field/similar academic institutions.</li><li>3. Professional Executive Presence and Corporate etiquette are must.</li></ol> <p>Desirable:</p> <ol style="list-style-type: none"><li>1. Good Communication and interpersonal skills (fluency in Hindi and English)</li><li>2. Prior experience in corporate communications, corporate relation and corporate relations.</li><li>3. Ability to facilitate industry / institute interaction</li></ol>	Oversee and support the internal readiness of students for internal placements and summer internships. Create and maintain documentation related to placement statistics, company databases, and other relevant recruitment information. Assist the Head of Department (HOD) in day-to-day placement activities, including liaising with corporates and coordinating placement-related engagements. Facilitate industry interactions such as recruitment talks, seminars, and corporate visits. Contribute to enhancing corporate

						engagement and building long-term industry relationships.
2	MBA Program Officer	1	Faridabad	Rs.50,000/-	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. MBA Degree or equivalent from a recognised university/ Institution.</li> <li>2. Proficient in the use of computer packages like Microsoft Office tools, Zoom, google meet etc.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Strong interpersonal and communication skills in a professional setting, both written and oral.</li> <li>2. Skill of planning and logistics, possessing effective time management ability with emphasis of multitasking to multiple deadlines.</li> </ol>	Responsible for managing day-to-day academic operations, including class scheduling, student activities, faculty coordination, and addressing student grievances. Oversee the examination process and ensure compliance with regulatory authorities. Coordinate the convocation process and provide support to other MBA teams, including the Training and Placement Office.
3	Expert	9	Durgapur, – 2 Alappuzha-2 Guwahati - 1 Neyveli -1 and Faridabad- 1 (Haryana)	Rs.50,000/-	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. B.E. or B.Tech. in Electrical Engineering/ Mechanical Engineering/ Computer Science or Electronics.</li> <li>2. 2 years relevant experience Or</li> <li>3. M.Tech./ M.E. in Electrical Engineering/ Mechanical Engineering/ Computer Science or Electronics.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Knowledge of Power Sector and Energy Transition.</li> <li>2. Good Communication and interpersonal skills (fluency in English)</li> </ol>	Document training activities: Keep records of learner progress, training schedules, and certifications. Collaborate with other departments: Work with other trainers, curriculum designers, and administrative staff to ensure smooth training operations.
4	IT Expert	1	Faridabad	Rs 50,000	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. B.E. or B.Tech. in Computer Science / IT</li> <li>2. 2 years relevant experience Or</li> <li>3. M.Tech./ M.E. in Computer Science/ IT</li> </ol> <p>Desirable:</p>	

					<ol style="list-style-type: none"> <li>1. Knowledge of Hardware and Software , Cyber Security, Net working, familiar with NIC office,</li> <li>2. Good Communication and interpersonal skills (fluency in English)</li> </ol>	
5	Consultant	2	Faridabad 2	Rs. 70,000/-	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. B.E. or B.Tech. in Electrical Engineering/ Mechanical Engineering/ Computer Science or Electronics.</li> <li>2. 2 years relevant experience Or</li> <li>3. Ph.D in Electrical Engineering/ Mechanical Engineering/ Computer Science or Electronics.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1 Knowledge of Power Sector and Energy Transition.</li> <li>2 Good Communication and interpersonal skills (fluency in Hindi and English)</li> </ol>	To handle various assignments as part of the training programs conduction.
6	Senior Consultant	5	Faridabad - 5	Rs.1,00,000 /-	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. M.Tech. or Ph.D. any discipline from a reputed institute.</li> <li>2. 3 year experience in organizing training programs.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Knowledge of Power Sector and Energy Transition.</li> <li>2. Good Communication and interpersonal skills (fluency in Hindi and English) with teaching Experience</li> <li>3. Excellent project management Skills</li> </ol>	Responsible for coordinating training programs, including content development and curriculum design for training modules. Conduct lectures and training sessions as part of the program delivery. Assist in drafting consulting reports and related documentation.
7	Data Science Expert	2	Faridabad - 2	Rs.2,00,000/-	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. Ph.D. Degree or equivalent from institute of repute</li> <li>2. 5-6 years of relevant experience.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Teaching Data science courses</li> <li>2. Knowledge of area such as Data science, ML and AI</li> </ol>	Experience in teaching Data Science-related courses in MBA programs and conducting Management Development Programs (MDPs) for professionals in the power sector.
8	Branding and Strategy	1	Faridabad	Rs.70,000/-	Essential:	Preparing branding and website strategy

	Operation Manager				<ol style="list-style-type: none"> <li>1. Minimum Bachelor's degree in Journalism or Mass Communications and /or Graduate degree in Marketing (BBA or MBA) Preferably First Class throughout with good academic track record.</li> <li>2. Minimum 2 years of experience</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Knowledge of Web design, digital and social media platforms, marketing campaign strategy formulation and implementation</li> <li>2. Good knowledge of UI/UX design on platforms like CANVA, Figma etc</li> <li>3. Excellent communication (written and oral), project management, and organizational skills.</li> <li>4. Basic exposure of working in India Power Sector</li> </ol>	by developing guidelines, coordinating content across regional institutes, and ensuring brand consistency. Manage web operations, content updates, and cross-departmental coordination. Monitor site performance, enhance user experience.
9	Media Senior Executive	1	Faridabad- 1	55000/-	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. B.A or Bachelor's degree in Journalism or Mass Communications</li> <li>2. Minimum 1 years of experience</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Good knowledge of UI/UX design on platforms like CANVA, etc</li> <li>2. Excellent communication (written and oral), project management, and organizational skills.</li> </ol>	To develop and design brochures, leaflets, and other promotional materials for both print and digital platforms, tailored for internal and external stakeholders. This includes creating content for social media and coordinating the distribution of publicity materials to enhance visibility and outreach.
10	Finance Associate	2	Faridabad – 1 Alappuzha - 1	50000	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. CA/ ICWA/ CFA/ Post Graduate Degree/Diploma in Finance/ Public Administration and other related subjects with specialization in Finance.</li> <li>2. 1 years of experience in handling Finance, administration, store and purchase etc.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Experience in the field of statutory Compliances, audit and inspections, regulatory requirements etc.</li> <li>2. Good Communication and interpersonal skills (fluency in Hindi and English)</li> </ol>	Maintain the general ledger and ensure that all transactions are recorded accurately. Perform month-end and year-end close processes, reconciling all accounts. Assist in the preparation of annual budgets and financial forecasts. Work with financial systems software used for tracking and reporting financial data. Ensure proper integration of financial systems with other business operations.

						Coordinate with internal and external auditors for periodic audits and ensure compliance with auditing standards.
11	Information Technology Associate	3	Faridabad - 2	40000	<p>Essential:</p> <ol style="list-style-type: none"> <li>1. Graduate in any stream.</li> </ol> <p>Desirable:</p> <ol style="list-style-type: none"> <li>1. Prior Experience in relevant field.</li> <li>2. Proficient in Computer Networking, LMS, DBMS, MIS.</li> <li>3. Excellent database management skills</li> </ol>	Monitor and troubleshoot network performance, Diagnose and resolve connectivity and computer issues and provide technical support to internal teams. Plan and execute network infrastructure upgrades, including hardware and software. Ensure the integrity and consistency of data stored in databases. Diagnose and resolve database-related issues, including performance bottlenecks, data inconsistencies, and system outages. Create, manage, and monitor user access to databases, ensuring appropriate permissions are granted

### Application Process:

**Step 1:** Access the online application form via the Google Form link: <https://forms.gle/kSdvestW5sQV7Mez7>

**Step 2:** Carefully read all instructions and complete the application form accurately, ensuring you meet the eligibility criteria.

**Step 3:** Eligible candidates must submit their application with a non-refundable fee of Rs. 1,000/- (Rs. 500/- for SC/ST) through SBI Collect. To pay, either:

- Visit <https://www.onlinesbi.sbi/sbicollect/> and search for "NATIONAL POWER TRAINING INSTITUTE - Haryana"
- Or, select "Educational Institutions," then filter by "Haryana," and select "NATIONAL POWER TRAINING INSTITUTE."
- Choose "Miscellaneous payment to NPTI (not for students)" as the payment category.
- Fill in the details, select "Other purpose" as the purpose of payment, and specify "application fee for recruitment on STC 2025 (Post Name)."
- Complete the remaining details and make the payment.
- Retain the SBI Collect reference number for future reference.

**Step 4: Send a hard copy of the application, duly signed, along with all credentials and receipt of the application fee to Director(Admin), NATIONAL POWER TRAINING INSTITUTE (Ministry of Power, Government of India) NPTI Complex, Sector-33, Faridabad-121003**

**Terms and Conditions:**

1. The last date of receipt of application is **28.04.2025**, application received beyond the date will not be considered in any case.
2. The remuneration is consolidated. No other allowance including DA, HRA, Transport Allowance etc. are admissible.
3. The engagement is a temporary, short-term contract with a consolidated remuneration, initially for two years, and may be extended up to two years based on performance, requirements, and management discretion.
4. Performance will be evaluated periodically, and contract continuance for up to four years depends on these evaluations and organizational needs.
5. This engagement does not entitle the applicant to claim continuous employment or permanent status in the future.
6. This engagement does not confer any right on the applicant to claim either continuous employment or permanency in future.
7. NPTI reserves the right to defer or cancel the advertisement at any stage without assigning reasons.
8. NPTI reserves the right to select or reject candidates without providing any reason.
9. Candidates must verify their eligibility and suitability to the post before applying.
10. After registering their application on Google form, the hard copy of application along with all the relevant Educational/experience certificate must be sent to Director (Admin) along with receipt of application fee by the closing date and time. Application received after the deadline of closing date and time will be summarily rejected.
11. Incomplete applications or those lacking supporting documents will be rejected without notice.
12. Candidature may be rejected at any stage if information provided is inconsistent with eligibility criteria.
13. The dates for the interview and document verification will be announced after the application deadline and published on [www.npti.gov.in](http://www.npti.gov.in). Candidates should check the website regularly.
14. Only shortlisted Candidates will be called for Interview.
15. No TA/DA will be provided for attending the interview.
16. Successful candidates will be required to sign a contract agreement with NPTI.
17. Accommodation in staff quarters may be provided upon request, subject to availability. License fees, electricity, and water charges will be the responsibility of the individual, as per the rules.

**Contact Information:**

NATIONAL POWER TRAINING INSTITUTE (Ministry of Power, Government of India) NPTI Complex, Sector-33, Faridabad-121003 TeleFax : 0129-2272142

Visit: [www.npti.gov.in](http://www.npti.gov.in)

# APPLICATION FORM

Advertisement No. R-1/STC/2025

Paste here recent  
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APPLICATION FOR THE POST OF \_\_\_\_\_ IN NATIONAL POWER TRAINING  
INSTITUTE ON SHORT TERM CONTRACT/FIXED TENURE BASIS

1.	Name & Address (in block letters)	
2.	Father's Name	
3.	a) Date of Birth	
	b) Age (years & months)	
4.	Gender	
5.	Marital Status	
6.	Nationality	
7.	Religion	
8.	Whether belongs to SC/ST/OBC/EWS	
9.	a) Full Postal Address	
	b) Mobile Number	
	c) E-mail address	

10. Educational and other qualifications (from matriculation onwards)

Examination	Year of Passing	Name of School/ College	Name of University/ Board/ Institution	Division/ percentage of marks obtained

11. Details of employment/experience in chronological order (a separate sheet, duly signed may be appended if the space below is insufficient)

Name of the Organization with address and contact No.	Post Held	From	To	Nature of duties performed

12.	Professional achievements / Membership of Institutions/ special credentials (publication, award etc.) etc.	
13.	Details of training underwent, if any	
14.	Additional information, if any	
15.	Details of Payment (SBI Collect Reference Number and transaction date)	

16. DECLARATION

I, ..... hereby declare that the information furnished by me above are true and correct in every aspect to the best of my knowledge and belief. In the event of any information being found false or incorrect before or after the selection, my candidature is liable to be cancelled.

Name & Signature of the Applicant .....

Date: .....

Place: .....