

**Associate Position for Retired Executive for Finance Department
(18/2025)**

Job Description:

To manage finance related function in NGEL.

Required Qualification:

Graduate in any discipline.

Required Experience Profile:

The candidate should have retired at pay scale of E8 level equivalent of NTPC Ltd. from Public Sector Undertakings, Autonomous Organizations of Central/State Governments, and members of National Level Professional Institutions.

The candidate should have experience in the field of finance & accounts involving vendor payments, books & accounts, treasury, budgeting, concurrence, cost estimate vetting, etc.

The candidate should have working experience in SAP and e-office system.

The candidate should be conversant with word, power point, excel etc.

Minimum experience required is 25 years.

Other Criteria: At least 01 outstanding rating in last three years excluding in year of superannuation.

Period of Engagement: For a period of 02 years

Upper Age Limit: 65 years as on 26.02.2025

Applicants are required to submit their biodata including, DOB, Qualifications, designation/grade/level wise experience details with period of experience and name(s) of Organisation/department etc in the enclosed Format (Annex – A) through email mentioning subject as “Retired Associate for Finance Department: 18/25” at ngelcareers@ntpc.co.in.

No. of positions: 01

Location: Greater Noida

Remarks: The no. of positions and locations are tentative and are subject to increase/ decrease/ change as per requirement.

Last date of application is 10.03.2025

ANNEX - A
APPLICATION FOR POSITION OF ASSOCIATE POSITIONS (CIVIL/ ELECTRICAL) FOR
VARIOUS PROJECTS OF NGEL/ NREL (03/ 2024-25)

S.No	DETAILS	PARTICULARS					
1	NAME OF THE POST						
2	APPLICANT'S NAME (Sh./Smt./Ms.)						
3	FATHER'S / HUSBAND'S NAME (Sh.)						
4	DATE OF BIRTH (dd/mm/yyyy)						
6	CORRESPONDENCE ADDRESS						
		STATE:	PINCODE:				
7	TELEPHONE NUMBER WITH STD CODE						
8	MOBILE NUMBER						
9	EMAIL ID						
10	a. ORGANISATION FROM WHERE RETIRED						
	b. EMPLOYEE NO./ CODE IN ORGANISATION FROM WHERE RETIRED						
11	EDUCATIONAL QUALIFICATION						
	Qualification	Particulars	Subjects	Institute / University	%, or, CGPA	Passing Year	
A	Graduation						
B	Post Graduation						
C	Others						
12	WORK EXPERIENCE DETAILS (FILL ONLY THE APPLICABLE COLUMN)						
I	TOTAL WORK EXPERIENCE	YEARS		MONTHS		DAYS	
II	Complete details of service / position held since joining (separate sheet may be attached if required)						
	Post Held	Organization Name with place of posting	Pay Scale/ Level	Period (From – To) dd/mm/yy – dd/mm/yy			
A							
B							
C							
III	BRIEF DESCRIPTION OF THE WORK EXPERIENCE (separate sheet may be enclosed if required)						
IV	ANY OTHER RELEVANT INFORMATION (DISTINCTION/AWARD/CERTIFICATE, etc.)						

I hereby declare that the particulars furnished above are true. I understand that my candidature will be cancelled, if, any information is found to be incorrect / false, at any point in time.

Date:

Signature of Candidate

Place

Name:

(Additional sheets may be enclosed if required)