



टीएचडीसी इंडिया लिमिटेड

**THDC INDIA LIMITED**

(श्रेणी-क, मिनी रत्न, सरकारी उपक्रम)

(Schedule "A" Mini Ratna Government PSU.)

Advt. No- 19/2023

Date: 18.08.2023

**RECRUITMENT FOR THE POST OF PUBLIC RELATIONS OFFICER ON FIXED  
TERM BASIS**

**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 31 Mar'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), 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 Chittarkoot 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 MegaRenewable Energy Parks in the Rajasthan state.

For further details of company profile and projects candidates may log on to [www.thdc.co.in](http://www.thdc.co.in)

THDCIL invites applications from dynamic candidates with good experience and academic records to join THDC India Limited as Accounts Officer:

### DETAILS OF POST

S.No	Name of Post	No. of Post	UR	EWS	OBC (NCL)	SC	ST	PwBDs*	Posts identified suitable for
1.	Public Relations Officer on Fixed Term Basis in E-3 Grade	02	02	Nil	Nil	Nil	Nil	Nil	a) B, LV c) OA, OL, AAV, Dw, LC d) SLD e) MD Involving (a), (c) and (d)

\*Horizontal Reservation

### Abbreviations:

B=Blind, LV=Low Vision, OA=One Arm, OL=One Leg, BL=Both Leg, AAV=Acid Attack Victims, LC=Leprosy Cured, Dw=Dwarfism SLD=Specific Learning Disability and MD=Multiple Disabilities.

- The total number of vacancies indicated above may increase/ decrease at the discretion of THDCIL Management.

### QUALIFICATION & ELIGIBILITY

S.No	Name of Post	Essential Qualification	Experience	Age as on 18.08.2023
1.	Public Relations Officer	Graduate with 2 Year Full time Post Graduate Degree /Diploma in PR/Mass Communication or Journalism from recognised Indian University or Institute recognized by appropriate statutory authority in India with not less than 60% marks	Post qualification Experience of 1 year in Executive/Officer cadre in relevant field.	32 years

Candidates with 59.99% in Post Graduate Degree /Diploma in PR/Mass Communication or Journalism are not eligible and same shall not be rounded off to 60%.

## **NATURE OF WORK & RESPONSIBILITIES:**

1. Designing and Printing of Publications and publicity materials.
2. Managing Official Social Media Handles.
3. Managing the In-house Journal.
4. Exhibition Participation (IITF and other exhibitions).
5. Documentary Films.
6. Implementation of MoP Matters/Schemes.
7. Press Releases.
8. Media Liaison.
9. Publication of NIT/UFRS/Advertisements/Notices/RTI Matters/Notices
10. Advertisements/Sponsorships.
11. Planning and Executing Various Campaigns and Events
12. Handling VIP Requests
13. In-house Short Videos Production
14. Compliance with ISO Requirements
15. Empanelment of Advertising Agencies
16. Monthly Newsletters and Drafting Speeches of Management Personnel

## **RELAXATION & CONCESSION**

1. Reservation & Relaxation to OBC (Non-Creamy Layer)/SC/ST/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.
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 Ex-Servicemen & Departmental Candidates only “ Pass Marks” is required in Essential Qualification.
4. For Departmental Candidates (THDCIL employees only) there is no upper age limit.
5. The upper age limit shall also be relaxed by 5 years for candidates belonging to THDCIL Project Affected Families/Doob Kshetra

## **COMPENSATION PACKAGE**

Fixed Consolidated honorarium of Rs 60,000/- per month

S.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. Eligible candidates shall be shortlisted category wise for Personal Interview.
2. The Selection process consists of marks obtained in 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 MARKS	PERCENTAGE
Unreserved (UR)/EWS	50%	
OBC(NCL)/SC/ST/PwBDs/Ex-Servicemen*	30%	

\*wherever vacancy is available

### 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 category-wise merit and based on the requirement.

## 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](http://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) need not pay the Registration fee.**

## TERMS & CONDITIONS

1. The engagement is purely on fixed term basis (full time). The tenure will commence from the date of joining. You 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 appointment as fixed term engagement at THDCIL will be regulated by THDCIL CDA 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, the 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. Employee on Fixed Term Basis shall be required to work on full time basis and look after all job assignment as Public Relations Officer. No private work/practice shall be allowed during the period of engagement on fixed term basis in THDCIL.
5. Employee on Fixed Term Basis will not have any right to claim regular appointment in THDCIL by virtue of your working on contractual/tenure basis.
6. Employee on Fixed Term Basis will be paid consolidated 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. Employee on Fixed Term 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 and Rs 3140/- for two-wheeler.
9. On successful completion of continuous one year period/service in the event of extension an annual increase of 8% of honorarium per month may be considered.
10. Employee on Fixed Term 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. Employee on Fixed Term Basis will be entitled for actual medical benefits for self and spouse and 02 dependent children (subject to eligibility as per the rule) from THDCIL Hospital/Dispensary and other empaneled hospitals as per the rules.
12. TA/DA along with Lodging and Boarding charges shall be payable in case of outstation official journey as per the rules.
13. Employee on Fixed Term Basis will be provided accommodation (Subject to availability and recovery of House Rent and Electricity charge) 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. Employee on Fixed Term 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 become payable on completion/expiry of the fixed term engagement.
16. Benefit under Group Personal Accident Insurance Scheme: Benefits 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 tenure can be terminated by either party by giving one month notice in writing subject to fulfilling term and conditions of service agreement bond.
20. The selected candidates 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 appointment.
21. Selected candidates are liable to be posted 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 from an Indian University/Institute recognized by AICTE appropriate statutory authority.
4. All Degree/Diploma should be from recognized Indian University.
5. Training / Apprenticeship / Teaching period will not be counted as experience.
6. Computation of age and experience shall be done as on **18.08.2023**.
7. 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 recruitment that a candidate does not fulfil the eligibility norms and /or that he/she has furnished any incorrect/false information of 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.
8. 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.

9. Canvassing in any form shall disqualify the candidate.
10. 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. For posts where there are identified vacancies for OBC (NCL)/SC/ST/ PwBDs/EWS candidates, are required to submit requisite certificate in the latest prescribed format of Government India, issued in the current year only. Relaxation can be extended in case of vacancies identified for SC/ST/OBC (NCL)/PwBDs/EWS candidates. The upper age limit relaxed by 05 years for SC/ST/, 03 years for OBC (NCL) candidates. It is relaxed by 10 years for PwBD-General/EWS, 13 years for PwBDs for OBC (NCL) and 15 years for PwBDs- SC/ST/ candidate. 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.
11. Candidates seeking reservation under EWS Category will have to submit an Income and Asset Certificate issued by Competent Authority. The EWS Certificate issued by the Competent Authority should be valid on closing date for receipt of online application in THDCIL. The Prescribed Format and the Competent Authority have been given Department of Personnel and Training Office Memorandum No -36039/1/2019-Estt(Res) dated 31.01.2019.  
The validity of the certificate, if any, will be as per the Government of India rules as amended from time to time. Like the EWS Candidate must be in possession of an Income and Asset Certificate for the year 2023-24 based on income assessment for the year 2022-23 on or after the closing date of application. No request for the extension of time production of certificate beyond said date shall be entertained. In case the candidates fail to produce the same at the time of interview they will not be allowed to appear for the interview. Further, their request for the interview under General Category will not be entertained.
12. The total number of vacancies indicated above may increase/decrease at the discretion of THDCIL Management.
13. 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](http://www.thdc.co.in).
14. 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.
15. 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.
16. The upper age limit shall also be relaxed by 5 years for candidates belonging to THDCIL Project Affected Families.
17. 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**.
18. 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.
19. 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.

20. All information regarding this recruitment 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.
21. 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.
22. 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.
23. 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 selection process.
24. Depending on the requirement THDCIL reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises, without issuing any further notice or assigning any reason thereafter.
25. For any queries, regarding the this recruitment process, please send email to [thdcrecruitment@thdc.co.in](mailto:thdcrecruitment@thdc.co.in)
26. 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.
27. In case any ambiguity/ dispute arises on account of interpretation in versions other than English, the English version will prevail.

## 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 of Class Xth and XIIth Marksheet (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:**

- I. 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.***
- II. 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.
- III. Must carefully fill the fields asked in the Basic Information. Such as State Domicile, Category, Religion and other information asked.
- IV. 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.
- V. 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.
- VI. Fill in the details of your experience with proper mention of period of service.
- VII. Remember to upload all the documents as per mentioned format and size. Please see that all documents uploaded are clear and readable.

- VIII. 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.**

- IX. 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).**

X. 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](mailto: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	18.08.2023 (10:00 AM)
2.	Closing of Online Registration	16.09.2023 (11:59 PM)
3.	Last date of submission of payment details in Online Portal (For Registered candidates only)	18.09.2023 (5:30 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.*