

## **FREQUENTLY ASKED QUESTIONS**

### **1. How will I proceed for online application?**

#### **Reply:**

- To apply visit [www.ntpccareers.net](http://www.ntpccareers.net) and click on "**Energy Economist, Executive (SAP-ABAP/BASIS) and Executive (Web Application/ Mobile App Developers)** on fixed term basis". Read the advertisement (available on home page) before proceeding for online registration. Only online mode of application is entertained.
- In case of General/OBC candidates, please take the print out of copy of Pay-in-slip which is available on the website and make the payment of Rs. 300/- towards registration fee in any branch of State Bank of India. Once the amount is successfully deposited, a unique journal No. will be generated and will be mentioned in candidates' copy of pay in slip by the bank officer. This Journal No. is to be entered and scanned copy of resume, certificate (if applicable) & pay-in slip to be uploaded, while applying online. Candidates are advised to retain a copy of this pay in slip for future reference. SC, ST, PWD & XSM candidates are exempted from paying the registration fee. **Apply online only after making the payment at SBI and getting the Journal no. from bank.**
- After filling the online application form, click on the submit button.
- On clicking Submit button, Registration slip will be generated. Keep the Registration slip for future reference. **No need to send the hard copy/print-out to us.**

### **2. What are the documents to be uploaded while filling up the online application?**

**Reply: Scanned copies** of the following documents are to be uploaded while applying online:

- a) *Photograph in .jpg format (max. file size 500 KB)-- applicable for all*
- b) *Pay-in-slip in .jpg format (max. file size 500 KB)-- applicable for General/OBC candidates only.*
- c) *Certificate in .pdf format (applicable for SAP-ABAP/BASIS role only)*
- d) *Resume in .pdf format (max. file size 500 KB)— optional*

### **3. What is the mode of payment and how I will generate the Bank Pay-in-slip?**

#### **Reply:**

- Payment is to be done only through 'Pay-in Slip' mode. Online payment or any mode is not acceptable.
- The pay-in-slip can be downloaded from the website [www.ntpccareers.net](http://www.ntpccareers.net) under the link "**Energy Economist, Executive (SAP-ABAP/BASIS) and Executive (Web Application/ Mobile App Developers)**".

- On clicking on pay-in-slip, the system will ask for the name of the candidate. Please type your name (name of candidate) and copy of pay-in-slip will be generated with unique NTPC Challan number.
- Take a print-out of the slip and go to the bank for depositing the fees.

**4. Will NTPC refund the registration fee in case my candidature is rejected due to any reason?**

**Reply:** The registration fee is non-refundable under any circumstance.

**5. I've entered the wrong Email-Id/Address/DOB/Phone number/Marks/Institute name/Journal Number and I want to change it. Is it possible?**

**Reply:** Data once entered and submitted cannot be changed at a later stage. Please register online again, using a different email id. The journal/challan number (applicable for General/OBC) shall remain same.

**6. My current residential address is temporary and it is likely to be shifted soon, so which address I should provide?**

**Reply:** Please provide a permanent address to avoid time loss in receiving official communication/letters.

**7. Do I need to send the print out of registration slip to NTPC?**

**Reply:** There is no need to send the print out of registration slip generated from the system. But it is advised to keep the printout of your registration slip for future reference.

**8. I am a SC/ST/OBC candidate but don't have the caste certificate, can I apply as a General candidate?**

**Reply:** You may apply as General Candidate (if eligible for Gen category) giving your category as "General". In such an event, your candidature will be considered as "GENERAL" and no change in category shall be allowed at a later date.