

Date: 05-08-2025

Advertisement. No. – NEEPCO- 07/2025

COMPANY PROFILE

North Eastern Electric Power Corporation Limited, (an equal opportunity employer) a Schedule –‘A’ "Mini Ratna" CPSE (Central Public Sector Enterprise) and a Wholly Owned Subsidiary of NTPC, has been a trusted power generation Company in the North Eastern Region of India and beyond since 1976, working under the Ministry of Power for the Country as a whole and specially for the north eastern states to act in their best interest in tapping the enormous power potential of the region and the country.

NEEPCO takes pride in operating the largest Hydro Power Plant in the North Eastern Region of the Country and being the only CPSU having Hydro, Gas Based and Renewable Power Stations in operation. NEEPCO is having exposure in planning, design & construction & operation of Hydro projects in highly difficult and Geo-Technically sensitive terrain of N.E. Region.

NEEPCO invites applications from eligible candidates who are registered under Agartala Employment Exchange possessing Tripura state domicile for selection to the under mentioned post for NEEPCO as per details given hereunder. The following post may entail working in any operational areas of NEEPCO.

Sl No	Post / Grade	Pay Scale	Vacancies	Max. Age as on 01-01-2025
1	Sr. Hindi Translator (S1) Grade. Post Code: HR/414	₹ 29,300-3%-1,19,700/- (IDA)	UR- 01 Total: 01	UR – 30 yrs

QUALIFICATION:

Sr. Hindi Translator (S-1 Grade): 2nd Class degree in Hindi or Equivalent from a recognized University with English as one of the subjects at Graduation Level and proficiency in computers with minimum 25 wpm in typing.

ABBREVIATIONS:

UR- Unreserved Category & ESM- Ex Servicemen

RELAXATIONS & CONCESSIONS:

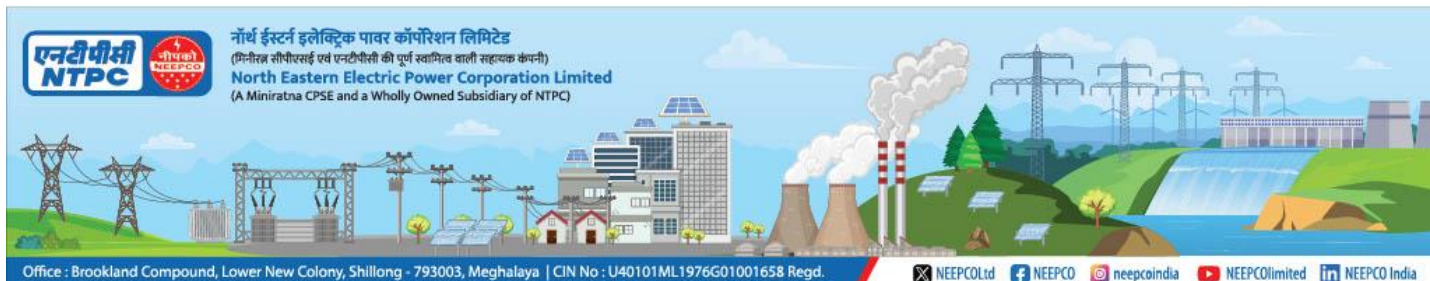
The upper age relaxation will be allowed as per Govt. of India guidelines.

HOW TO APPLY:

Interested eligible candidates should apply ON-LINE only on the website by visiting Careers at <https://neepco.co.in/>.

Any other mode of submission of application will not accepted.

- 1) Read the detail advertisement and instructions before filling up the application form.
- 2) The applicant should have registered his/ her name under Agartala, Employment Exchange.



- 3) **Only the candidates who have 2nd Class degree in Hindi or Equivalent from a recognized University with English as one of the subjects at Graduation Level and proficiency in computers with minimum 25 wpm in typing, Valid Registration Card of Agartala Employment Exchange, Permanent Residential Certificate issued by Government of Tripura should apply for the post.**
- 4) On filling of data, the system will generate a Unique Registration/Application Number.
- 5) The scanned copies of certificates should be legible otherwise candidature shall be treated as cancelled/rejected.
- 6) **Online submission of application will start on 05-08-2025 and close on 26-08-2025.**
- 7) Before applying, the candidates should ensure that he/ she fulfils all the eligibility criteria and other norms mentioned in the advertisement. Candidate still pursuing their courses or are awaiting for final result need not apply.
- 8) If a candidate is called for written test based on the information provided by the candidate but does not fulfil the eligibility criteria, he/she will not be allowed to appear in the written test.
- 9) **The upper age limit will be calculated as on 01-01-2025.**
- 10) The applicant(s) are exempted from paying the application fee.

11) STEPS FOR APPLYING:

Step1: Go to www.neepco.co.in

Step2: Fill the online application form with relevant details and submit.

Step3: Scanned copies of the following documents mentioned below should be kept ready for uploading by the candidates before applying for online registration.

- a) Valid Registration Card issued by Employment Exchange under Agartala & Permanent Residential Certificate of Tripura **(Mandatory)**
- b) Matriculation/Secondary School Certificate (where date of birth is indicated) as proof of date of birth **(Mandatory)**
- c) Complete set of mark sheets and certificates in support of qualification i.e. X, XII, graduation and proficiency in computers with minimum 25 wpm in typing. **(Mandatory)**
- d) Caste Certificate [SC/ST/OBC(NCL)] should be in the format prescribed by the Government of India (if applicable).
- e) A certificate of Conversion of grads/CGPA to percentage of marks shall be based on the procedure certified by the University/Institution from where they have obtained the Bachelor Degree.
- f) Recent passport size colour photograph (JPEG, Size 20 KB up to 100KB)
- g) Signature (JPEG, Size 20 KB up to 100KB)

Step4: Candidature should upload scanned copies of above-mentioned documents/certificate (as applicable) in separate space given in the online application form.



- 11) Before applying, the candidates should ensure that he/she fulfils the eligibility criteria and other norms mentioned in the advertisement. A candidate is called for written test based on information **provided by** the candidate but does not fulfil the eligibility criteria, he/she will not be allowed to appear in the written test.
- 12) Candidates are required to possess a valid and active e-mail ID. NEEPCO will not be responsible for bouncing back of any e-mail sent to the candidates.
- 13) Candidates are advised to keep their e-mail ID, Mobile No. active till the declaration of results. No change in e-mail ID and Mobile No. will be allowed once entered. All future correspondences will be made through our Recruitment Portal.

GENERAL INFORMATION AND INSTRUCTIONS:

- 1) The candidate should possess a **Valid Registration Card issued by Employment Exchange under Agartala & permanent resident of Tripura, 18 years & above are eligible to apply.**
- 2) **Candidate still pursuing their courses or are awaiting for final result need not apply.**
- 3) Mere fulfilling the minimum qualifications and experience shall not confer any right upon the candidate for being called for written test.
- 4) NEEPCO reserves the right to increase/ decrease or to fill / not to fill the vacancy advertised without assigning any reasons thereof.
- 5) Candidate is liable to be rejected at any stage of the recruitment process or after recruitment or joining, if any information provided by the candidate is found to be false or is not found to be in conformity with eligibility criteria mentioned in the advertisement.
- 6) Incomplete applications or applications without prescribed testimonials/ certificate of received after the closing date will summarily be rejected.
- 7) If any of the certificates/ documents are in language other than Hindi/ English, candidate is advised also to submit a certificate translation copy of the same in either Hindi or English language.
- 8) Candidate(s) employed in Government/Public Sector Undertaking must produce a 'No Objection Certificate' from the present employer. In case the candidate fails to submit the 'No Objection Certificate' at the applicable stage, his/her candidature will not be considered.
- 9) The corporation will not be responsible in any way for delay, bouncing or non-receipt of mail.
- 10) Interim queries will not be entertained in this regard.
- 11) Incomplete application will be summarily rejected. Application with blurred / illegal photograph/ illegible signature will be rejected.
- 12) Complaints attributable of the Client Systems, ignorance of users, non-availability of internet connectivity or any other aspect beyond the direct control of NEEPCO or system will not be entertained.
- 13) **All correspondences will be made through our Recruitment Portal.**
- 14) In case of any ambiguity / dispute, arising on account of interpretation in version other than English, English version will prevail.
- 15) NEEPCO reserves the right to cancel/ modify/ restrict/ enlarge/ alter any of the conditions/ provisions in the recruitment process, without issuing any further notice or assigning any reason thereof.
- 16) Candidates canvassing directly or indirectly will be disqualified.

- 17) The post is mostly for our project located in the remote area of NE region hence, candidate willing to serve in the remote area need only apply.
- 18) Legal jurisdiction shall be Shillong, Meghalaya in case of any dispute arising out of this advertisement and/or an application in response thereto.

Schedule of Online registration etc against Advt. No- NEEPCO/07/2025

Commencement of online registration of Application	05-08-2025
Closing of Online registration of application	26-08-2025