

**ARKA JAIN UNIVERSITY**  
**DEPARTMENT OF TRAINING & PLACEMENT**  
**URGENT PLACEMENT OPPORTUNITY @ TATA POWER**

**NOTICE NO.:** AJU/T&P/UG/0038/23-24

**DATE:** 20-02-2024

**NAME OF COMPANY:** TATA POWER

**Registration will close on 20<sup>th</sup> February 2024 at 3:59 pm**

**COMPANY PROFILE:**

Tata Power is India's largest integrated power company with a 108-year-old legacy committed to 'Lighting up Lives' for generations to come. The Company vision is to "Empower a billion lives through sustainable, affordable and innovative energy solutions". Tata Power, together with its subsidiaries and joint entities, is present across the entire power value chain of conventional and renewable energy and next generation customer solution with future focus on innovation and technology, emphasis on renewable power, power distribution and service-led business. Tata Power has a domestic footprint with a generation capacity of 14,385 MW (FY23) from Thermal, Hydro, Waste Heat/BFG, Wind and Solar energy, out of which 9,281 MW is from "Clean & Green Energy". They have 12.5 million+ distribution customers and carry a **clean energy portfolio of 38%**. With a bold aspiration to become the '**Most Preferred Green Energy Company**', they are proactively investing in a greener portfolio, and innovating with smart technology for a future-ready business. Tata Power has a holistic approach to Sustainability that covers environment, climate change, and bio-diversity and community relations.

**JOB PROFILE:** Graduate Trainee

**ELIGIBILITY:** BBA & [B.COM](#) ( 60% above throughout SSC, HSC & Graduation, the applicant must not have any active backlogs uncleared exams)

**ELIGIBLE PASSING YEAR:** 2024

**JOB RESPONSIBILITIES:**

The roles and responsibilities include but not limited to the following

- Coordination & follow up for planning and conducting internal audits.
- Active involvement in developing MAPs (management action plans) and ensuring closure of observations in IATS system.
- Coordination for mapping related compliance tasks in Legatrix system for Entity and Individuals.

- Follow up with individuals and Legasis team, for ensuring 100% compliances.
- Coordination for mapping related risks in RMS system for Entity.
- Periodic follow ups and reviews for concluding risk impacts and closure of identified risk mitigation plans.
- Supporting to individuals for any queries in Legasis , IATS and RMS systems
- Compiling reports in coordination with corporate team and Top Management

#### **KEY SKILLS REQUIRED:**

- Domain technical skill
- Problem Solving
- Attention to detail
- Drive for results should be high
- Ability to work in high pressure situations.
- Time management skills
- Good communication and interpersonal skills
- Exposure to Wind & Solar Technology will be an added advantage
- Well-versed with MS Office (Excel, PowerPoint, Outlook and Word).

#### **GENDER ELIGIBLE: Both Male & Female**

**REMUNERATION OFFERED: CTC INR 4.62 Lakhs per annum +** other benefits such as: Subsidized Hostel/ Company provided accommodation based on company discretion (not applicable at certain locations and deductions as applicable), Medical Facilities, Insurances including Group Medical Coverage

Insurance (GMC), Group Term Life Insurance (GTLI), Group Personal Accident Insurance(GPA), Voluntary OPD coverage, Executive health check-up, Canteen and Transport facility(available at certain locations), Official Travel reimbursement, contemporary leave practices, Higher Education Support (post trainee period), Car Lease benefit (post trainee period), Mobile Phone and Data Card/Broadband reimbursement (with approval as per requirement), Rewards & Recognitions etc.

*All the benefits mentioned above are as per prevailing HR Policies and Practices of the Company and are subject to change as per management discretion.*

**LOCATION:** Tata Power Group companies across India

#### **SELECTION PROCESS:**

- Online Written Test
- Psychometric Test & Asynchronous Video Interview
- Personal
- Interview

#### **PROCESS OF REGISTRATION:**

**01.** Interested students need to click on the below link or copy/paste the link on Google Chrome (or any other Web Browser) to fill all their details in the provided Google form and should submit to register successfully.

**<https://forms.gle/4CzCfFZeAqJ4oczcA>**

**02.** Students registered with the T&P Department for placements are only eligible.

**03.** Please note that it is mandatory to submit the above form to nominate successfully.

**04.** The form can be submitted only once, thus please be cautious while filling up the form.

**05.** The Resume File name must be the student's own name.

**06. Registration will close on 20<sup>th</sup> February 2024 at 3:59 pm**

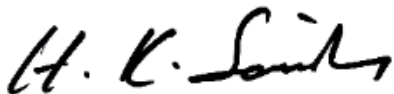
**07.** One student can Register only once, thus be cautious while registering.

**08.** Please Note: The Registration process will automatically turn off after the provided deadline.

**09.** You are advised to read & understand the disclaimer below before applying for this opportunity.

**10. For queries you may contact the Undersigned or write a mail to [placements@arkajainuniversity.ac.in](mailto:placements@arkajainuniversity.ac.in).**

Sd/-



**DEAN – TRAINING & PLACEMENTS**

**Disclaimer:** The above Notice is based on the information as shared by the employer. The employer reserves the right to change or modify the afore-mentioned job details without any prior information. The Training & Placement Department and the University will not be responsible for any deviation. Nominating or applying for the vacancy/job profile indicates your agreement to all the Terms & Conditions/Training & Placement Department Placement Policy, in these terms, as modified from time to time. Therefore students are strictly advised to read clearly & understand the Placement Policy (Procedural & Behavioral both) laid by the AJU Training & Placement Department, before applying for the above-mentioned profile.