



NTPC Limited

(A Govt. of India Enterprise)
Regd. Office : NTPC Bhawan, SCOPE Complex, 7, Institutional Area, Lodi Road,
New Delhi-110003
Website : www.ntpc.co.in

A Maharatna Company

Advt.No. 20/25

NTPC Limited, India's largest integrated power utility, is driving the nation's progress with an installed capacity of 84 GW and a strong presence across the entire power generation value chain. As we set our sights on an ambitious 150 GW capacity by 2032, we are looking for an experienced and senior executive for the post of Executive Director (Coal Mining) to lead its coal mining business, as detailed below:

Name of Post: Executive Director (Coal Mining) – 01 Post

Required Qualification: Degree in Mining Engineering with at least 60 % marks from a recognized University/Institute and with First Class Mine Manager's Certificate of Coal.

Experience Requirement:

Should have minimum 20 years of post-qualification executive experience (including trainee period, if any) in relevant area with thorough knowledge of open cast / underground coal mines. Incumbent should be fully conversant with technical, legal, policy, regulatory and safety aspects of mining in the area of Mine Development (starting from green field project) as well as Operation & Maintenance of coal mines. Must have experience in development of coal mines and handling large contracts.

For Govt./PSU candidates: The candidate must have minimum 08 years' experience in the post and scale of Rs.120000 - 280000 or above (IDA pay scale of E8 grade or above of NTPC effective from 01.01.2017) or equivalent scale.

Candidates who have worked as Chief Executive Officer of Mining Company or Overall Head of Mining in a large company will be preferred.

Job Profile:

- The incumbent shall be responsible for development of mining business with great emphasis on operation efficiency, managing entire operations with key focus on profitability & optimal utilization of resources.
- Executing various mining projects for extraction of coal from mines entailing design, selection and provision of machines, facilities, and whole systems for mining.
- He/she shall be responsible to lead and manage all operational functions related to coal mining projects viz. engineering, procurement, construction, project management, contracts, financial control, land acquisition, liaising with Govt authorities, managing clearances through Govt. Authorities.
- In-depth analysis of probable business opportunity for mining, taking care of Mining Operations and statutory/human safety aspects & cost control of projects.

Upper Age Limit: 57 Years (as on last date of application)

Level/Pay Scale for Recruitment: E9/IDA Pay Scale (Rs. 150,000 – 300,000) Additionally, DA, Other perquisites and allowances, HRA/Company Accommodation, Medical Facilities, PRP, Group Insurance, Terminal benefits etc as per Company's Rules in force from time to time.

Selection process: Candidates will be shortlisted based on their experience profile for personal interview.

Vacancies

Name of the Post	Unreserved	EWS	OBC	SC	ST	Total
Executive Director (Coal Mining)	01	-	-	-	-	01

HEALTH

The candidate should have sound health. Before joining, candidates will have to undergo medical examination at any of the NTPC hospitals and the decision will be final and binding. No relaxation in health standards is allowed. Detailed medical norms are available on the website careers.ntpc.co.in

GENERAL CONDITIONS:

1. Only Indian Nationals are eligible to apply.
2. All qualifications should be from Universities / Institutions recognized and approved in India.
3. All computations of age/ experience requirement / qualification shall be done w.r.t. the last date of receipt of online application as mentioned in the advertisement.
4. Candidates claiming to belong to any particular category shall necessarily have a valid EWS/OBC(NCL)/SC/ST certificate, as the case may be, from the Competent Authority.
5. Depending on the requirement, the Company reserves the right to cancel / restrict / curtail / enlarge the number of vacancies, if need so arises, without any further notice and without assigning any reason thereof.
6. In-order to restrict the number of candidates for further selection process, if so required, the management reserves the right to conduct multi-stage selection process which may comprise of application shortlisting/ screening (based on qualification/percentage of marks, no. of years of

post-qualification experience etc.), written/computer-based test, personal interview etc. or combination of the above or to raise the minimum eligibility standards/ criteria, as per requirement.

7. While applying for the post, the applicant should ensure that he / she fulfills 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 fulfill the eligibility norms and / or that he / she has furnished any incorrect / false information or 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. Canvassing in any form shall disqualify the candidate.
8. **Posting shall be at any of the Stations/Projects/JVs/Subsidiaries of NTPC.** All posts are transferable at the sole discretion of the Management.
9. The mere fact that a 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 called for interview/considered further for selection process.
10. Any proceedings in respect of any matter of claim or dispute arising out of this advertisement and / or an application in response thereto can be instituted only in Delhi and courts / tribunals / forums at Delhi only shall have sole and exclusive jurisdiction to try any such cause / dispute.
11. In case any ambiguity/dispute arises on account of interpretation in versions other than English, the English Version will prevail.

HOW TO APPLY

1. Interested candidates should log on to our website careers.ntpc.co.in or visit the careers section at www.ntpc.co.in to apply. No other means/ mode of application shall be accepted. Candidates are required to possess a valid email ID. NTPC will not be responsible for bouncing back any email sent to the candidates.
2. **There is no application fee for this recruitment.**
3. **After applying online, the candidate is required to download the application slip generated by the system with unique application number.** Copy of application slip may be retained by the candidate for future reference. No document is required to be sent to us by post.
4. It is mandatory that eligible candidates go through the full text of the advertisement and agree to all the conditions given, while applying for the post. Any further addendum/corrigendum/updates will only be published on our website.
5. **Uploading of Documents: The candidates should necessarily upload all documents while applying. Applications with incomplete / insufficient documents are liable to be rejected / not considered for further process**

List of documents is given here:

- i. Class X passing certificate /Marksheet, PAN Card and Aadhar Card for Name and DOB proof (Name & DOB should appear in conformity on all documents)
- ii. B.E. /B.Tech. Degree (Final) certificate. Engineering consolidated Marksheet/Transcript/ all semester marksheets clearly indicating aggregate % of marks in all semesters. CPGA/CGPI/DGPA/CGI/CPI etc. into percentage (%) where marks is awarded other than in percentage
- iii. First Class Mine Manager's Certificate of Coal
- iv. Caste/Disability certificate (For SC/ST/OBC-NCL/PwBD/EWS candidates) as applicable
- v. OBC-NCL certificate should be in central format for the current financial year (FY 2025-26)
- vi. All experience related documents for one organization/company need to be placed together in a chronological order, starting from the first to the last/current company. Document set should include (but not limited to) the following documents to corroborate the required experience eligibility: **Experience/Service certificate (as per NTPC prescribed sample format), Offer of Appointment/Appointment letter/Offer Letter + Confirmation / Absorption Letter/Order on completion of training (if any), Joining Order/Letter, Role Assignment orders, Promotion orders, Transfer orders, Organization charts etc. to corroborate the work area/department/section, pay-slips for each organization worked for.**
- vii. The candidates currently working in private sector should also submit Form 16 of current/previous employer for the last 05 financial years.
- viii. The candidates currently working in Govt/Public Sector undertakings should also provide pay-scale circular/matrix to verify minimum years' service in the respective pay-scales as given against each post.

Commencement of online application: 28.10.2025

Last date for online application: 11.11.2025

Leading the Power Sector