



POWERING TAMILNADU PROGRESS



TANGEDCO - DIRECT RECRUITMENT

Guidelines for filling the application through online
ONE TIME REGISTRATION & PROFILE UPDATION

VISION STATEMENT

**TO MAKE TANGEDCO SYNONYMOUS WITH
AVAILABILITY OF QUALITY AND RELIABLE POWER AT
COMPETITIVE RATES.**



ONE TIME REGISTRATION & UPDATE PROFILE

Table of Contents

Page No

1. ABOUT TNEB	1
2. HOW TO APPLY.....	2
3. ONE-TIME REGISTRATION.....	2
4. PROFILE UPDATION	5
4.1.HOME	5
4.2.CHANGE PASSWORD.....	5
4.3.UPDATE PROFILE.....	6
4.3.1.PERSONAL INFORMATION	7
4.3.2.ADDITIONAL INFORMATION	8
4.3.3. EDUCATIONAL QUALIFICATIONS.....	10
4.3.4. APPRENTICE & EXPERIENCES.....	11
4.3.5.DECLARATION	12
5. FORGOT PASSWORD	13

1. ABOUT TNEB

TNEB LTD.,

Tamil Nadu Electricity Board (TNEB) was formed on July 1, 1957 under section 54 of the Electricity (Supply) Act 1948 in the State of Tamil Nadu as a vertically integrated utility responsible for power generation, transmission and distribution. The electricity network has since been extended to all villages and towns throughout the State. As per the provisions under the section 131 of the Electricity Act, 2003 TNEB was restructured on 1.11.2010 into TNEB Limited; Tamil Nadu Generation and Distribution Corporation Limited (TANGEDCO); and Tamil Nadu Transmission Corporation Limited (TANTRANSCO).

GENERATION



The installed capacity of conventional energy sources of Tamil Nadu Generation and Distribution Corporation Limited is 18,732.78 MW as on 31.05.17 which includes TANGEDCO's Hydro (2307.90 MW), Thermal (4320 MW), Gas Stations (516.08 MW), share from Central Generating Stations (CGS) (6037.50 MW), Private Power Projects (PPP) (5551.30 MW). The installed capacity of non-conventional energy sources (infirm power) as on 31.03.2017 is 10,479.61 MW which includes wind generation (7854.81 MW), Solar (1702.40 MW) Biomass (230.00 MW) and Co-generation plants (692.40 MW)

DISTRIBUTION



The total number of consumers being served in the State as on 31.03.14 is 252.32 Lakhs. Rajiv Gandhi Grameen Vidyutikaran Yojana (RGGVY) with the goal of creating electricity infrastructure to all un-electrified villages / un-electrified hamlets provide access to electricity to all households. Implementation of RGGVY in 26 districts of Tamil Nadu had already been completed. Further, implementation of the RGGVY scheme in Nilgiris, Tirunelveli and Dharmapuri districts is under progress. RAPDRP schemes are also being implemented to provide quality and reliable power supply to the consumers and to bring down the Aggregate Technical and Commercial Losses (AT&C) below 15%.

2. HOW TO APPLY?

The guidelines to fill the application is as follows,

The process involves the following steps

ONE-TIME REGISTRATION

ON-LINE APPLICATION (ONLINE APPLICATION IS GIVEN IN SEPARATE MANUAL)

3. ONE-TIME REGISTRATION:

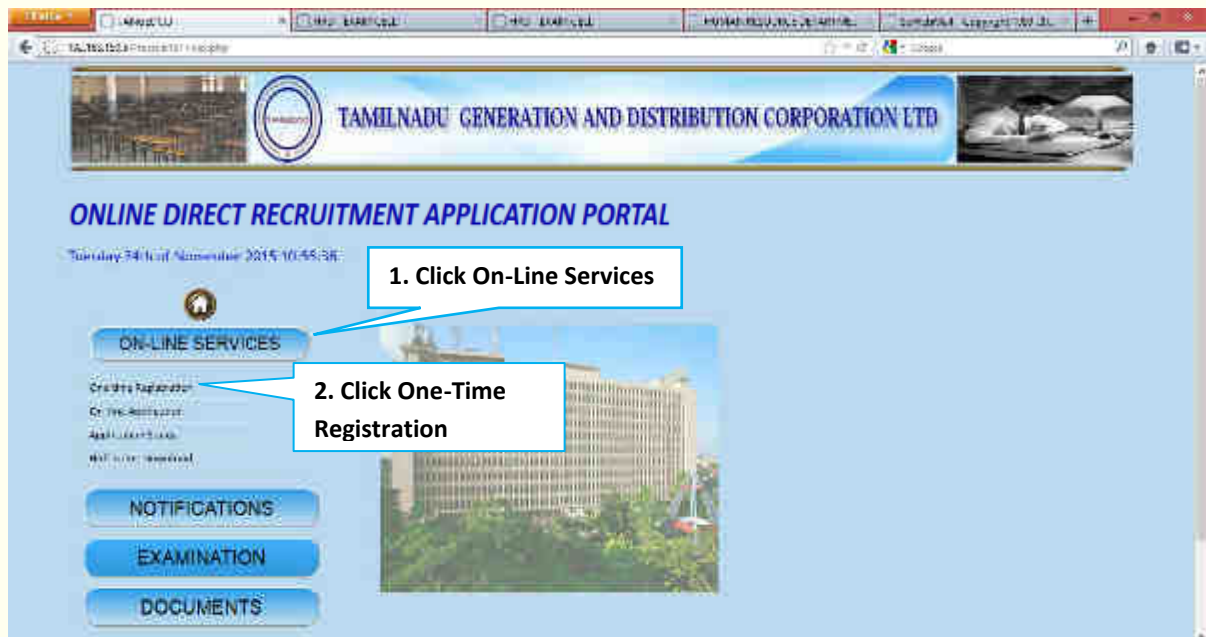
Step 1: Open any browser either Mozilla firefox or Internet explorer or Google Chrome type the TANGEDCO website www.tangedco.gov.in and click the link **(This website is best viewed in Google Chrome and Firefox 3+ @ 1024 x 768 resolutions)**



The following home page will be opened.



Step 2: Click the 'ON-LINE SERVICES'. Then click the 'One-Time Registration' as shown below



Step 3: The User Registration page will be opened.

Step 4: Fill all the fields with relevant data as shown below and finally click the 'Register' Button. Note:

- a) Name of the candidate with initial.
- b) Father/Husband Name with initial.
- c) Date of birth, Nationality
- d) Gender: Select i) Male or ii) Female.
- e) E-mail id (Same e-mail id must be maintained for all the process)
- f) Communication Address with street, area etc.
- g) City/Place
- h) Pin code
- i) Mobile No (Same mobile number must be maintained for all the process)
- j) Photo I.D proof (Voter ID, Driving License, Passport, PAN, Aadhaar No, Bank Pass book, Student ID)
- k) Validation code generated at that instance.

Note: All the communications to the candidates will be sent only to their registered e-mail id. So the candidates are instructed to have their e-mail id's preferably in **Gmail account or in Yahoo account**. The candidates are suggested to check their Inbox first and then SPAM folder. The candidates are also instructed to keep the **tdrcinfo@tnebnnet.org and tdrcinfo@tneb.in** id's in their Address book. (White list). (No reply to be given to these two mails ids. For any queries send mail to **dradmin@tnebnnet.org**)

Note : The candidates must not use Special Characters like * , # \$ % etc for filling the details. However the candidate can use blank space whenever needed.



USER REGISTRATION

Name of the Candidate: Name: RANKUMAR
Initial: S

Father's Name: Name: SENTHILNATHAN
Initial: M

Date of Birth: 01/07/1990

Nationality: INDIAN

Gender: Male

E-Mail ID: rrankums2@nebnet.org

Communication Address:

Door No.: SS

Street: SS STREET

Area: TAMBARAM

City / Place: CHENNAI

Pincode: 600068

Mobile No.: 390e89161cba48e

Photo I.D.Proof: Voter ID

I.D.No.: T1658352

Validation code: 84849639

REGISTER

Click 'Register'

Step 5: After registration an activation mail will be sent to the e-mail id given at the time of registration.



Step 6: Now check the inbox of the e-mail given at the time of registration and follow the instruction given in the mail. **"Note down the Registration No and the Initial Password"**

Hi, This is email greeting from Recruitment / TANGEDCO

To activate your account, please click on this or Copy and Paste link

<http://390e89161cba48e/activate.php?390e89161cba48e%40nebnet.org%7C%7Cb390e89161cba48ea1319e885acc8c16>

Registration No.:478185
Initial Password:UEJ9QE1C
Password can be changed on logging into system
This is auto generated mail. please don't reply

To activate your account, please click on this or Copy and Paste link

Note down the Registration No and Initial Password

Page | 4

Top

After activation your registration will be completed successfully as shown below.



Till this the One time user registration process get completed.

4. PROFILE UPDATION

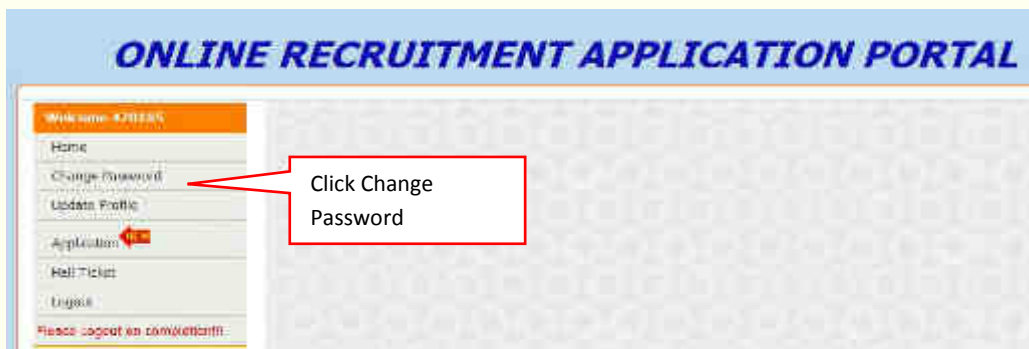
4.1.HOME: After login the home page will be displayed.



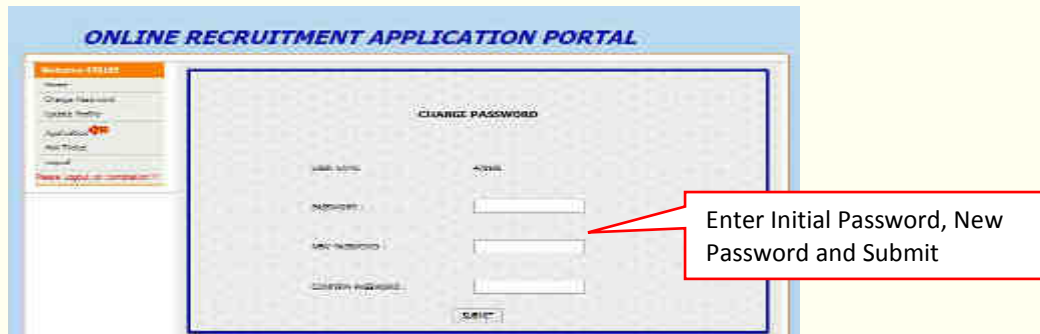
4.2.CHANGE PASSWORD

Step 1: Once Registration is completed, click "Login" and enter the Registration No and the Initial Password sent to your registered e-mail id.

Step 2: After login the home page will be displayed. Click change password option and change your own password. Keep this password safe and do not disclose to anyone.



Step 3: Give the existing password (Initial Password sent to your e-mail) , New password and confirm the New Password and click the SUBMIT button.

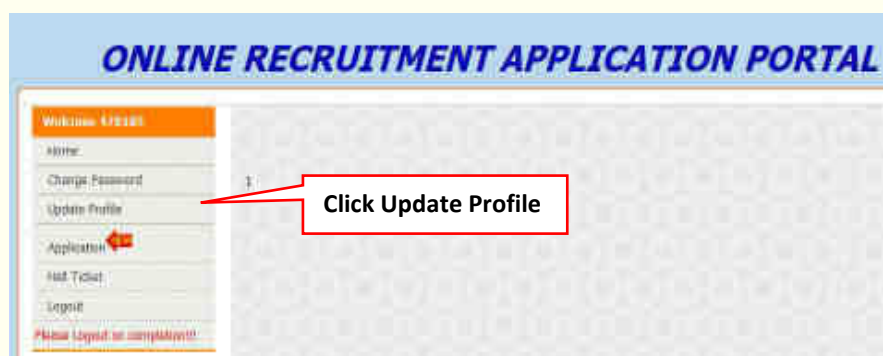


Your password will be changed and will get a message displayed as below.



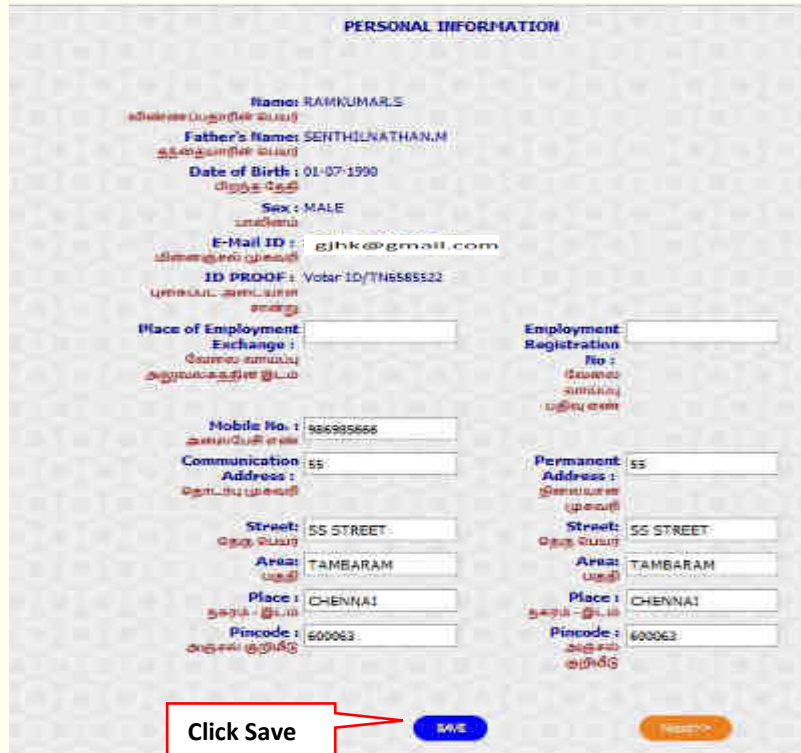
Once password is changed, click “Update profile” and click the ‘Proceed’ button

4.3.UPDATE PROFILE: The candidate has to follow 5 steps as given in the screen.



4.3.1.PERSONAL INFORMATION

The data/information given at the time of 'User Registration' will be updated in the below screen. The candidates have to update the Place of Employment Exchange, Employment Registration No, Communication Address, Permanent Address with details. Then click SAVE button and then "Next" button. The next screen 'Additional Information' screen will be displayed.



PERSONAL INFORMATION

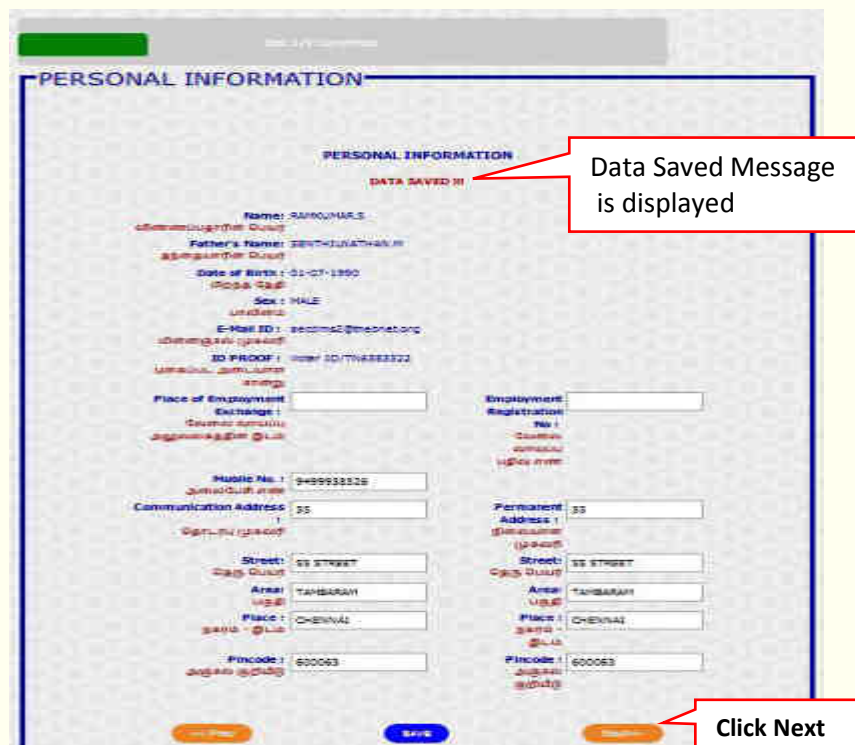
Name: RAMKUMAR.S
Father's Name: SERTHILNATHAN.M
Date of Birth: 01-07-1990
Sex: MALE
E-Mail ID: gjhk@gmail.com
ID PROOF: Voter ID/TH568522

Place of Employment Exchange: [Field]
Employment Registration No: [Field]

Mobile No.: 986995666
Communication Address: 55
Street: 55 STREET
Area: TAMBARAM
Place: CHENNAI
Pincode: 600063

Permanent Address: 55
Street: 55 STREET
Area: TAMBARAM
Place: CHENNAI
Pincode: 600063

Click Save [SAVE] [Next]



PERSONAL INFORMATION

DATA SAVED !!!

Name: RAMKUMAR.S
Father's Name: SERTHILNATHAN.M
Date of Birth: 01-07-1990
Sex: MALE
E-Mail ID: gjhk@gmail.com
ID PROOF: Voter ID/TH568522

Place of Employment Exchange: [Field]
Employment Registration No: [Field]

Mobile No.: 986995666
Communication Address: 55
Street: 55 STREET
Area: TAMBARAM
Place: CHENNAI
Pincode: 600063

Permanent Address: 55
Street: 55 STREET
Area: TAMBARAM
Place: CHENNAI
Pincode: 600063

Click Next [SAVE] [Next]

4.3.2.ADDITIONAL INFORMATION

Enter the following details in Additional Information screen.

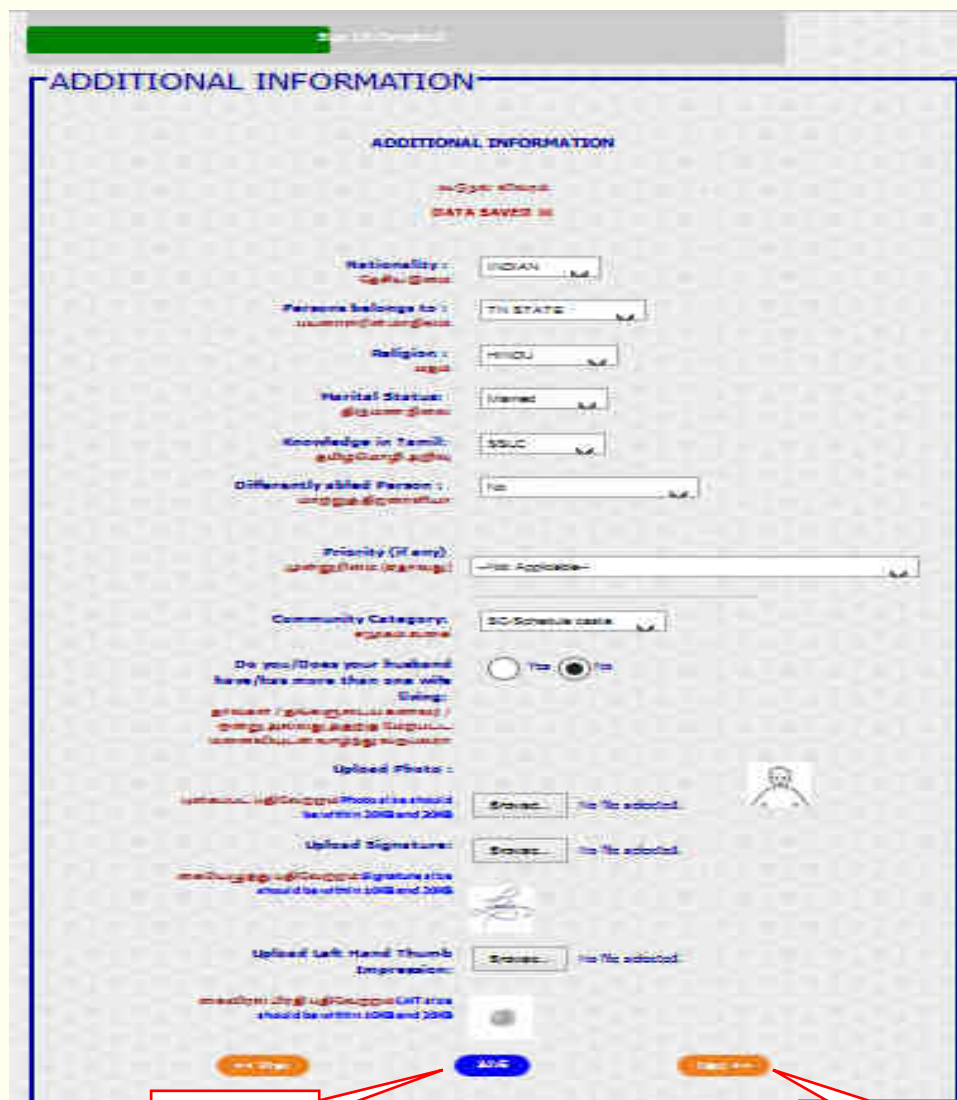
- a) **Nationality:** Indian
- b) **Person belongs to :** TN State (TamilNadu) or other state.
- c) **Religion:** Hindu/Muslim/Christian/SIKHS/OTHERS, select anyone which is applicable for you.
- d) **Marital Status:** Select Married/Un-Married whichever is applicable.
- e) **Knowledge in TAMIL:** Select the SSLC/HSC/DEGREE/OTHERS, the academic during which TAMIL is one of the subjects.
- f) **Differently abled person:** Select 'One Arm', 'One Leg', Hard of Hearing whichever is applicable or otherwise select 'No'.
- g) **Studied Prescribed Qualification in Tamil Medium :** In G.O. (Ms.) No.145, Personnel and Administrative Reforms (S) Department, dated 30.09.2010, and G.O.(Ms.) No.40, Personnel and Administrative Reforms (S) Department, dated 30.04.2014 the Government have issued orders to fill up 20% of all vacancies in Direct Recruitment on preferential basis to persons who studied the prescribed qualification in Tamil Medium. The 20% reservation of vacancies on preferential allotment to Persons Studied in Tamil Medium (PSTM) will apply for this recruitment. (Candidates claiming this reservation should have studied the prescribed qualification for the post in Tamil Medium and should have the certificate for the same. Having written the examinations in Tamil language alone will not qualify for claiming this reservation). If the candidates with PSTM are not available for selection for appointment against reserved turn such turn shall be filled up by Non-PSTM candidates but belonging to the respective communal category. The PSTM reservation certificate shall be produced by the candidate obtained from the Head of the Institution. **The prescribed format is given in the Notification Annexure.**
- h) **Do you need a scribe:** Select 'Yes' if scribe is needed. Otherwise select 'No'. (A scribe is a person who can write and read aloud for Differently abled students in examinations).
- i) **If age or any other concession is claimed, the basis on which the claim is made (Priority):**
Select anyone in the following which is applicable
 - i. Disabled Ex-serviceman
 - ii. Dependent of Ex-serviceman killed/Disabled in action
 - iii. Destitute widow
 - iv. Ex-serviceman/Dependents of serving personnel of Ex-serviceman
 - v. Intercaste marriage
 - vi. Repatriate (Country)
 - vii. Member of the family whose lands acquired by the Government.
 - viii. Dependents of freedom fighter
 - ix. Retrenched

- j) **Community Category:**
Select anyone in the list OC/SC/SCA/ST/MBC/DC/BCO/BCM which is applicable.
- k) **Do you/Does your husband, have/has more than one wife living:** Select 'Yes' or 'No' as applicable.
- l) **Upload Photo:** Upload your recently taken clear Photo by clicking 'Browse' button. Please keep your photo in **jpeg** file format in your pen drive or in computer, which size should be within 20KB and 30KB.
- m) **Upload Signature:** Upload your scanned file of your signature. The file size should be within 10KB and 20KB and should be in **jpeg** file format.
- n) **Upload Left Hand Thumb Impression:** Upload your scanned file of your left hand thumb impression. The file size should be within 10KB and 20KB and should be in **jpeg** file format. The candidates not having left hand can upload Right thumb impression.

Note: Instruction for uploading the Photo, Signature and Left hand thumb impression has been given separately in the Guidelines.

Ensure that the photo signature and thumb impression images are displayed properly after uploading the files to avoid rejection of application.

Once all the data are filled, click "Save' and then "Next" buttons.





Once next button is clicked the Education Qualification screen will be opened.

4.3.3. EDUCATIONAL QUALIFICATIONS:

Click 'YES' check button for the relevant Qualification entries.

Fill the following details for SSLC, HSC, DIPLOMA in Engineering, UG/PG in Engineering, UG/PG in Arts and Science, UG/PG in Chemistry , UG/PG in Accounts /Commerce, Qualified in Typing Examination, Qualified in Stenography Examination whichever is applicable.

- a) Qualification
- b) Mode (Regular or Private or Part time as given in the selection category)
- c) Branch/Major
- d) Month & Year of Passing
- e) Name of the Board/University
- f) Marks/CGPA and Max/CGPA Marks whichever is applicable
- g) Certificate No

Note: Please fill only the education details which are applicable to you

Click SAVE

Click Next

After filling all the details click 'SAVE' and then click 'NEXT' button. 'Data Saved' message is displayed.





Now the “APPRENTICESHIP AT TANGEDCO” and “Experiences” screen will be opened.

4.3.4. APPRENTICE & EXPERIENCES

- i. If apprentice training is completed in TANGEDCO, click YES otherwise NO.
- ii. If you select ‘No’, then click SAVE.
- iii. If you are selecting “YES” fill the ‘Apprentice’ (Apprentice training completed based on ITI, Diploma or Degree qualification), ‘FROM DATE’, ‘TO DATE’ and ‘OFFICE’ where apprentice training completed.
- iv. If the candidate is currently or previously having 5 years of services in State/Central Government organisation then select ‘Yes’, if not select, ‘No’. If yes fill the required details.
- v. Then fill the Experiences details if applicable.
- vi. After filling all the details click ‘SAVE’.
- vii. Data Saved Message is displayed as shown below.
- viii. Now click ‘NEXT’ button.

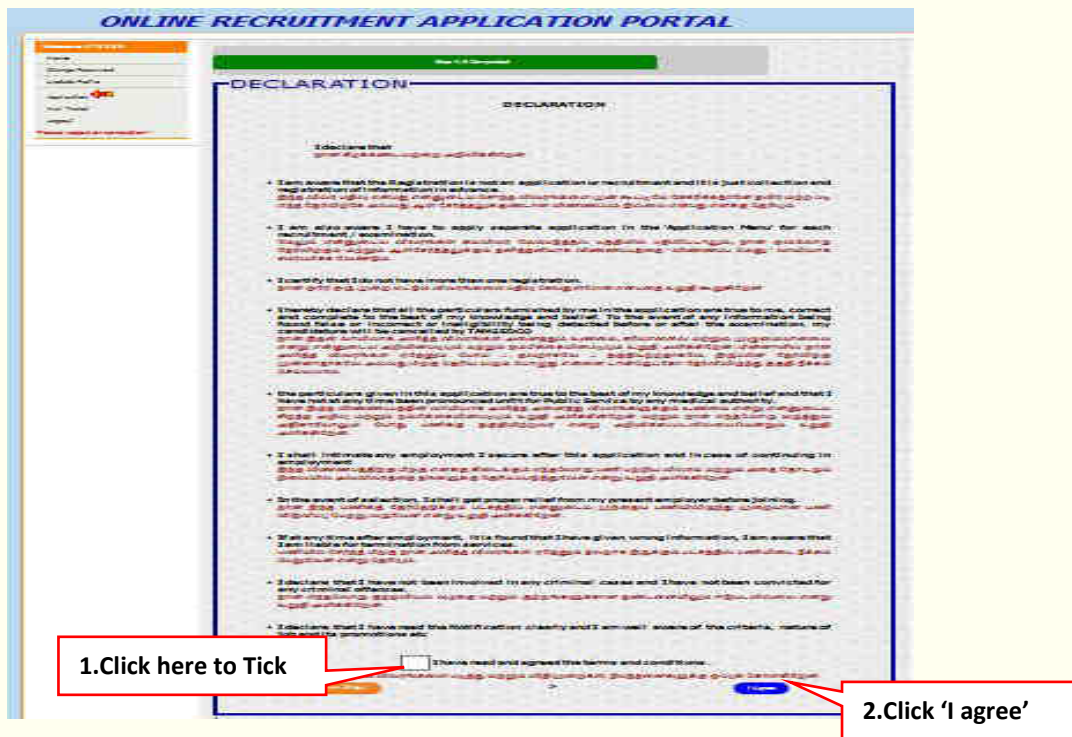


4.3.5.DECLARATION:

Now the DECLARATION page will be opened.

Verify all the details filled in the PERSONAL INFORMATION, ADDITIONAL INFORMATION, EDUCATIONAL QUALIFICATIONS, and EXPERIENCES screens and after ensuring all the details are correct, make a TICK mark in the check box provided and click “I AGREE” button for submitting all the data.

Important Note: After filling all the details in each screen like PERSONAL INFORMATION, ADDITIONAL INFORMATION, EDUCATIONAL QUALIFICATIONS, EXPERIENCES, click SAVE button as given in each steps. If the candidate feels the data filled are not correct, he/she may edit the data before submitting 'I agree' button.



Till this Update profile part is over.

5. FORGOT PASSWORD:



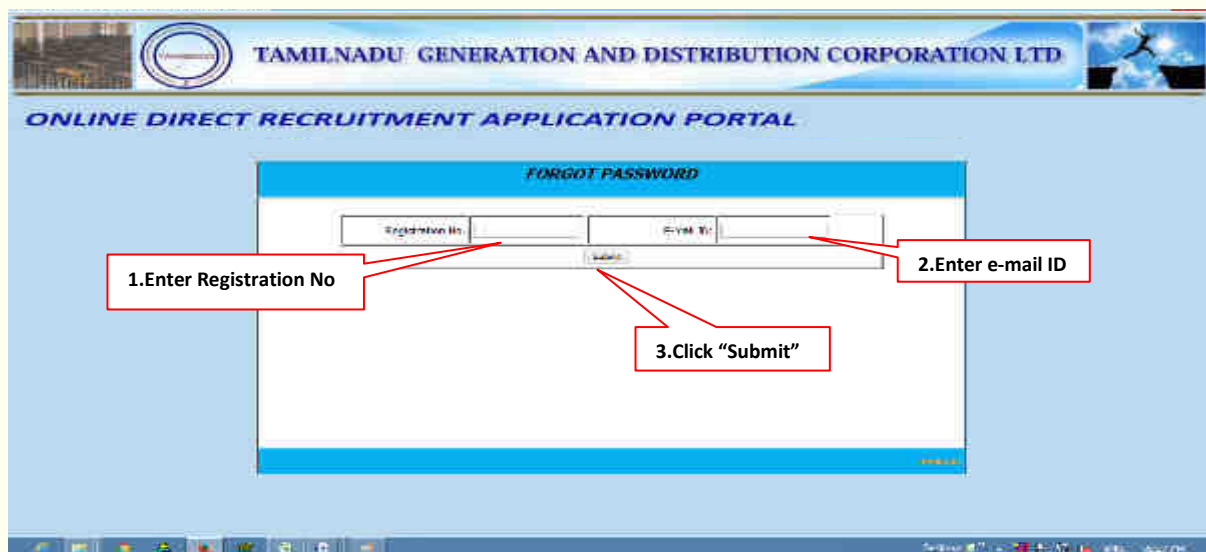
If the candidate forgot the password that they had changed, it can be reset by using Forgot Password option. To do these follow the steps below,

Step 1: Open the home page

Step 2: Goto Login page. Click Forgot Password



Step 3: Enter the Registration No and the e-mail id and the click Submit button.



Step 5: Your password will be sent to your registered e-mail id.

