



ADVERTISEMENT NO. MSEBHCL 07/2021

ADVERTISEMENT FOR THE POST OF DIRECTOR (HUMAN RESOURCES)

The MSEB Holding Company Ltd. for its subsidiary company namely **Maharashtra State Electricity Transmission Company Ltd. (MSETCL)** requires to fill in position of **Director (Human Resources)** amongst experienced, talented power sector professionals with impeccable performance history and observable leadership traits.

This position is at the Board level and the incumbent shall report to the Chairman & Managing Director.

Educational Qualification & Experience

1. Post Graduate Degree / Diploma in Business Administration (PGDM) or (MBA) in any discipline or Management Studies in any discipline or Personnel Management (MPM) or Human Resource Management or Development Management from a University recognized by UGC or Institute approved by AICTE or any Institute of National / International repute.
2. Must possess 15 (Fifteen) years of post-qualification experience in the post of pay-group I or equivalent category and working in the capacity of Head of Department or equivalent for minimum of 5 (Five) years.
3. Preference will be given to the candidates possessing MBA or equivalent degree from a reputed Management school.

- (Note:- 1) The qualification and experience may be relaxed by competent selection authority in deserving cases
- 2) For Officers of the Indian Administrative Service (IAS), the prescribed qualifications and experience are not required.
 - 3) A candidate who has held the post of Functional/Whole-time Director in Maharashtra State Electricity Transmission Company Ltd. (MSETCL) for a maximum 2 (Two) terms (including the presently serving / remaining term) is not eligible to apply for the post of **Director (Human Resources), MSETCL**

Age Limit as on 07.07.2021:

Minimum Age - 45 years
Maximum Age - Not more than 60 years
(as on date of publication of Advertisement)

Deputation:

The officers working in Central / State Government and in Central / State PSUs possessing desired qualification & experience can be considered for selection on deputation basis. They should submit their applications through proper channel as per Format “A” & “B”.

Skills:

Applicant should possess effective communication, analytical & problem solving skills, good employee management skills and effective leadership qualities with strong customer service orientations.

Compensation:

The compensation for above post shall be largely comparable to that offered by similar sized PSUs. However, the same is negotiable. In case of candidates on deputation from Govt. / PSUs, the remuneration will be in accordance with the normal rules of deputation applicable in such cases.

Duration:

The position is for contract / deputation of duration of 3 (Three) years with the condition of performance review at the end of each year linked with the review of contract.

Residential Accommodation:

Unfurnished accommodation can be provided by the Company at a concessional rent subject to availability. In case accommodation is not provided, HRA at the rate applicable to the company employees shall be paid.

The profile of Company, Advertisement and Format of Application is available on the website: www.mahatransco.in

The applications received after due date will not be considered. The company will not be responsible for postal delay / courier delay. The applications not in prescribed format, not supported with requisite copies of testimonials / documents in support of Educational Qualification and Experience will not be considered.

If you are the one who is looking for and interested in making a career in power sector in Maharashtra, then post your application in the prescribed format along-with supporting documents for age, qualification and experience at the address given below on or before 28.07.2021.

Address for sending applications:

The Chief General Manager (HR)
MSEB Holding Company Ltd., 4th Floor, HSBC Bank Building,
M.G.Road, Fort, Mumbai-400 001
Phone No: 022-22608383

(Please write “APPLICATION FOR THE POST OF DIRECTOR (HUMAN RESOURCES), MSETCL” on top of the envelope)

Note:- The Company may amend / cancel the process of recruitment at any point of time. Candidates are requested to refer to above website for any subsequent modification, extension, cancellation etc. No separate advertisement will be issued for subsequent changes.

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FORMAT FOR THE POST OF DIRECTOR (HUMAN RESOURCES), MSETCL

PART- A

A) PERSONAL INFORMATION

1.	Name in full												
2.	Whether currently(<input checked="" type="checkbox"/>)	Working						Retired					
3.	Present Designation: (In case of retired persons, post held at the time of retirement)												
4.	Office /Department												
5.	Scale of Pay												
6.	Date of Birth	D	D	-	M	M	-	Y	Y	Y	Y		
7.	Age as on the last date of submission of application (07/07/2021)	____ Years ____ Months ____ Days											
8.	Nationality												
9.	Whether belonging to Backward category (<input checked="" type="checkbox"/>)	Yes						No					
10.	[SC/ST/VJ(A)/NT(B)/NT(C)/NT(D)/SBC/OBC]												
11.	Full Address (Office)												
	Tel No												
	Mob No												
	Email												
	Residence												
	Tel No												
	Mob No												
	Email												
12.	Present Emoluments or last emoluments in case of retired person												
	Basic Pay	Rs											
	Dearness Pay/allowance	Rs											
	Special Pay if any	Rs											
	H.R.A	Rs											
	Other Allowances	Rs											
	Total	Rs											

B) QUALIFICATION

Educational Qualification	Degree	University/Institute	Year of Passing	Class / % of Marks obtained
Academic				
Professional				
Details of affiliation with Professional Bodies/ Institution/Society (Name)	Membership No.		Since When	

C) EXPERIENCE

Details of posts held from time to time

Sr No	Post held & Scale of Pay	Office	Period		Total Experience		Nature of job
			From	To	Years	Months	

D) TRAINING

Details of training undergone in India and abroad

Name of training program	Institute Where training was received	Period of training	Nature of training	Achievement

E)**FOR PRIVATE SECTOR EXECUTIVES:**

i)	Average Annual turnover of last three years of Company where working presently (Pl attach copy of audited P&L Account).																	
ii)	Details of position held at Board level/Below Board level																	
	Name of your current post																	
	(Please provide your DIN number if you are presently a board member in your company. If you are working at one level below Board, please attach organization chart of your company.																	
	Registered Address of Employer																	
	Phone No. and Email ID of your employer																	
iii)	Details of Stock Exchange listing (give details) (Name of Exchange, Security Symbol and ISIN)																	

F) Number of terms working as a Director in MAHADISCOM / MAHAGENCO / MAHATRANSCO

Sr. No.	Designation	Name of Company	Duration	
			From Date	To Date

G) List of Publication/Academic honors received:

H) (1) Whether facing any Charge sheet for the criminal offences in any of the court or any FIR for criminal offence is registered against you in any of the police station. : YES/ NO

If Yes, please give details by attaching a separate sheet(s)..

(2) Whether any disciplinary action has been taken against you by your employer in the past or the same is pending or it is under contemplation: YES / NO

If Yes, please give details by attaching a separate sheet(s)..

I) If selected, minimum time required for joining the post:

J) Any other information: (Candidates can attach additional sheets for this)

I certify that the details furnished by me, wherever applicable, are true to the best of my knowledge and belief. In addition, it is certified that I meet the eligibility criteria as prescribed in the advertisement for this post.

I further declare that I have not been disqualified as a Director under Section 164 or any relevant sections of the companies Act 2013 r.w.the rules made there under.

Date :

Place:

Signature

Note: (i) Copies of testimonials in support of age, qualifications, experience etc. may be furnished wherever necessary or where it is specifically mentioned.

(ii) MSEBHCL reserves the right to seek information regarding service record and disciplinary action for the candidate from present or previous employers.

PAR T - B

(In case of Deputation to the post of DIRECTOR (HUMAN RESOURCES), MSETCL)

Name of the Organization:

It is certified that:

1. The date of birth, qualification, experience and other details given by Shri _____, in Part-A have been verified and found correct.
2. The integrity of Shri..... is beyond doubt.
3. No vigilance or disciplinary proceeding is pending or contemplated against the officer concerned.
4. The MSEB Holding Company will be informed at the earliest, if any vigilance or disciplinary proceeding is initiated or contemplated against the officer, after his/her application is forwarded.
5. Up-to-date ACR dossier of the concerned officer is enclosed herewith.
6. It is certified that Shri would be allowed to retain lien in his regular post of during the period of his appointment as Director on deputation basis.

Organization Ref.No.

Date:

Signature of the Authorized Officer
(Name & Designation)
Seal of the Officer

Date :

Place :

Full address of the Authorized Officer
(With telephone/ Fax No./Email ID)