

ADVERTISEMENT NO. MSEBHCL 02/2021
FORMAT FOR THE POST OF DIRECTOR (HUMAN RESOURCES), MSEDCL

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 date of publication of advertisement (25/05/2021)	_____ 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)

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 Shriis 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 Shriwould be allowed to retain lien in his regular post ofduring 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)