

**MOST IMMEDIATE/
BY SPEED POST**

No.7/3/2013 H-I
Government of India
Ministry of Power

Shram Shakti Bhawan, Rafi Marg
New Delhi the 11TH March, 2013

1. The Chief Secretary, all State Govts./UTs
2. The Chairman, all State Electricity Boards/State Power Utilities
3. The Chairperson, CEA, Sewa Bhawan, R.K. Puram, New Delhi
4. The CMDs of all PSUs under the administrative control of Ministry of Power

Subject : Selection for the post of Director (Personnel), NEEPCO in schedule 'A' scale of pay

Sir,

I am directed to inform that the post of Director (Personnel), NEEPCO, a Schedule 'A' (Mini Ratna) Public Sector Undertaking, in the Schedule 'A' Scale of pay of Rs.75,000-1,00,000 (revised) will fall vacant on 01.1.2014 This Ministry has to select a suitable candidate for this post. The post has been **advertised** by the Public Enterprises Selection Board (PESB) vide their letter No.7/93/2012-PESB dated 22/27th Feb, 2013. The detailed advertisement alongwith job description for the post of Director (Personnel), NEEPCO is available on the PESB's website : **pesb.gov.in** in downloadable format.

You are requested to sponsor suitable candidates for this post alongwith their up-to-date bio-data in the enclosed format as per the time schedule and the channel of submission, as prescribed in the PESB's circular dated 27.02.2013. It is also requested that ACRs for the last 5 years of sponsored candidates alongwith their latest vigilance profile [(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.] may be kept ready. Applications **{in duplicate}** which are required to be routed through by the Ministry of Power must reach to the undersigned by **30.04.2013** positively for onward submission to the PESB. The candidates who have already applied for the post of Director (Personnel), NEEPCO against PESB's advertisement dated 27.2.2013 need not apply again, their previous application, if received through proper channel will be considered.

Encl : as above

Yours faithfully,


(S. Benjamin)

Under Secretary to the Govt. of India
Telefax : 23324357

No.7/2012-PESB
Government of India
Public Enterprises Selection Board
(Department of Personnel & Training)

Block No. 14, CGO Complex, PE Bhavan
New Delhi - 110003, the 22nd February, 2013

Sub: Selection for the post of **Director(Personnel), NORTH EASTERN ELECTRIC POWER CORPN. LTD.** in schedule "A" of the CPSE.

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Director(Personnel), NORTH EASTERN ELECTRIC POWER CORPN. LTD.** in schedule "A" of the CPSE, the scale of pay of the post being **Rs.75,000-1,00,000/-(Revised)**. A copy of the job description for the post is enclosed.

2. It is requested that names of candidates seniority-wise who are found suitable for the said post as per the requirements indicated in the job description alongwith their up-to-date bio-data (in the prescribed form) duly endorsed may kindly be forwarded to PESB by **3rd May, 2013**. It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready alongwith their latest vigilance profile [(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.] to be furnished as and when the selection meeting is scheduled.

3. In case the relevant details are not received within the stipulated time, it will be assumed that there are no eligible candidates to be sponsored for the post.

Vedantam Giri
(Vedantam Giri)
Director

MINISTRY OF Power,
(SHRI P Uma Shanker, Secretary)
NEW DELHI

JS(H) - c/1000

Di(H) c/L

DS(c/1000) - L O

*4/3/13
OS (Adopted)
H-I*

*4/3/13
SAC(H)
R.K.
As
5/3/13*

*1323
28/2/13*

No. 7/93/2012-PESB
भारत सरकार
Government of India
लोक उद्यम चयन बोर्ड
Public Enterprises Selection Board
(कार्मिक एवं प्रशिक्षण विभाग)
(Department of Personnel and Training)
Block No.14, C.G.O. Complex, Lodhi Road
New Delhi – 110003

पी.एस.यू. का नाम : नॉर्थ ईस्टर्न इलेक्ट्रिक पावर कारपोरेशन. लि.
NAME OF THE PSU : **NORTH EASTERN ELECTRIC POWER CORPN. LTD.**
पद का नाम : निदेशक (कार्मिक)
NAME OF THE POST : **DIRECTOR (PERSONNEL)**
रिक्ति की तारीख
DATE OF VACANCY : 01.01.2014
सी.पी.एस.ई. की अनुसूची : 'ए'
SCHEDULE OF THE CPSE : 'A'
पद का वेतनमान
SCALE OF THE POST : Rs. 75,000-1,00,000 (revised/ संशोधित)

1. COMPANY PROFILE:

North Eastern Electric Power Corporation Limited (NEEPCO) was incorporated under the Indian Companies Act, 1956 with an objective to plan, promote, investigate, survey, design, construct, generate, operate and maintain hydro and thermal/gas power stations and to explore and utilize the power potential of the North Eastern Region in particular and also to improve socioeconomic condition of the people of North Eastern Region by providing road communication, tele-communication, extending medical and education facilities, offering employment opportunities and promotion of industrial growth. NEEPCO is a schedule 'A' CPSE in the power sector under the administrative control of Ministry of Power.

Its Registered and Corporate offices are at Shillong, Meghalaya.

The authorised and paid up capital of the Company is Rs. 5000 crores and Rs. 3277.76 crores respectively as on 31.3.2011.

The shareholding of the Government of India in the company is 100%.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Personnel) is a member of the Board of Directors and reports to Chairman and Managing Director. He is overall incharge of coordinating and implementing personnel and industrial relations policies, management functions, administrative control etc. in the organisation.

ELIGIBILITY

I. **AGE:** On the date of occurrence of vacancy.

- (i) Minimum 40 years
- (ii) Not more than 58 years for internal candidates and not more than 57 years for others.

The age of superannuation is 60 years.

II. QUALIFICATION AND EXPERIENCE

The incumbent should be a graduate with good academic record from a recognized university. The candidates should have at least two years cumulative experience during the last ten years in Personnel Management and Human Resources at a senior level in an organization of repute.

Persons with Post Graduate Degree/Diploma in Personnel Management or MBA with specialization in Personnel Management/Industrial Relations from a recognized university or Institute or Degree in Law or Industrial Engineering will have an added advantage.

Provided that minimum qualification is relaxable in the case of internal candidates with sound and adequate background and experience.

III. PAY SCALE/TURNOVER:

(a) Central Public Sector Executives

Executives holding posts in the pay scale of:

- | | |
|---|----------------------------|
| (i) Rs.6250-7475/- (pre 1.1.1992 scale) | } With
Industrial
DA |
| (ii) Rs.8250-10050/- post 1.1.1992 scale) | |
| (iii) Rs.18500-23900 (post 1.1.97 scale) | |
| (iv) Rs.43200-66000/- (post 1.1.2007 scale) | |
| Or | |
| (v) Rs.14300-18300- with Central DA. (pre-revised) | |
| (vi) Rs.37400-67000 + GP Rs.8700/- (Revised) with CDA | |

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

(b) State Public Sector Executives

Executives working in companies where the annual turnover is in excess of Rs. 50 crores.

(c) Private Sector Executives

Private Sector Executives must fulfill each of the following criteria:

- (i) Executives working in companies where the annual turnover is in excess of Rs.50 crore;
- (ii) Executives working at Board level position or non-board level position reporting directly to the Board i.e. one level below Board;
- (iii) Executives working in Private Companies listed on Stock Exchange.

(d) Government Officers

Provided that notwithstanding the qualifications and experience prescribed, Government officers of the level of Director in Govt. of India or on equivalent scale of pay or officers of the level of Brigadier in the Army or equivalent rank in Navy/Air Force on the date of vacancy will be eligible for consideration on immediate absorption basis.

4. DURATION OF APPOINTMENT

The appointment shall be for a period of five years or upto the date of superannuation whichever is earlier.

5. SUBMISSION OF APPLICATIONS

Prospective candidates from the Central Public Sector and Government officers shall send their applications, through proper channel, in the format at Annexure I.

*State Public Sector Executives/Private Sector Executives shall submit their applications, in the format at Annexure II, alongwith

- (i) a write up on the significant contributions made by them during their present/past assignments and their suitability for the post.
- (ii) the annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO.
- (iii) The applications for various categories of the officers are routed through proper channel as follows:

- a) For Government Servants through Cadre Controlling authority.
- b) For CMD's/MD's/Director's in CPSE, the concerned administrative ministry.
- c) For below Board level in CPSE, the concerned CPSE.
- d) For CMD/MD in State PSE, State Government.
- e) State PSE/State Joint Venture, the concerned SPSE.

In addition to the above, Private Sector Executives must submit the following documents alongwith the application form.

- (i) Attested copies in support of age and qualifications;
- (ii) Annual Reports of the Company for the last 5 years;
- (iii) Evidence of listing on the Stock Exchange;
- (iv) Evidence of working at Board level or reporting directly to the Board i.e. one level below Board level;
- (v) The details of Job handled in the past with details/particular references.

State Public Sector Executives must route their applications through proper channel.

6. CERTIFICATION BY CANDIDATE:-

- a) Candidate has to submit his/her willingness for the post at the time of interview itself clearly stating that he/she will join the post, if selected. If any candidate, does not initially give his/her willingness, he/she will not be interviewed.
- b) If any of the candidates who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held, but before the appointment is processed, would be debarred for a period of, two years for being considered for a Board level post in any PSE other than the one to which the candidate belongs.
- c) If any candidate gives his/her unwillingness after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment from being considered for a Board level post in any PSE other than the one to which the candidate belongs.
- d) In the above cases, no request for relaxation or otherwise would be entertained.

Annexure-I and Annexure-II may be downloaded from the website of PESB.

Last date of receipt of applications in PESB is 3rd May, 2013. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be rejected.

Board reserves the right to shortlist candidates for interview.

Applications are to be addressed to Dr. P. S. Behuria, Secretary, Public Enterprises Selection Board, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE TO THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY