



No.11//26/2010-PG

भारत सरकार

Government of India

विद्युत मंत्रालय

Ministry of Power

Shram Shakti Bhawan, Rafi Marg, New Delhi – 110001

Telefax No. 23730264

New Delhi, the 13th July, 2010.

To

1. The Chief Secretary
All State Governments and UTs
2. The Chairperson
Central Electricity Authority
New Delhi
3. The CMDs
All PSUs under the administrative control of Ministry of Power

Subject : Filling up the post of Director (Finance) in Power Grid Corporation of India Limited, a Schedule 'A' CPSE.

Sir,

I am directed to forward herewith a copy of the job description for the post of Director (Finance), PGCIL, a Schedule 'A' CPSE, the scale of pay of the post being Rs. 75,000-3%-1,00,000/- (w.e.f. 1.1.2007).

It is requested that the application/bio-data of the suitable candidates (seniority-wise) in the prescribed format along with up-to-date ACRs for the last 5 years, alongwith 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 forwarded to the undersigned before **31st August, 2010.**

Yours faithfully,

Encl. As above.


(K.V. Gopala Rao)

Under Secretary to the Govt. of India

NAME OF THE PSU : POWER GRID CORPORATION OF INDIA LTD. (PGCIL)
NAME OF THE POST : DIRECTOR (FINANCE)
DATE OF VACANCY : 01 - 05 - 2011
SCHEDULE OF THE CPSE : A
SCALE OF THE POST : Rs. 75,000—1,00,000 (w.e.f 01.01.2007)

1. COMPANY PROFILE

Power Grid Corporation of India Limited (PGCIL) was incorporated under the Indian Companies Act, 1956 with the objective of "Establishment and Operation of Regional and National Power Grids to facilitate transfer of electric power within and across the regions with reliability, security and economy on sound commercial principles". PGCIL is playing a strategic role in Indian Power Sector, directly contributing to economic development of the country, through establishing large and complex transmission projects and monitoring regional grids. It is a Schedule - 'A'/Navratna CPSE in Industrial Development and Technical Consultancy Services sector under the administrative control of Ministry of Power.

Its Registered office is at New Delhi and Corporate Office at Gurgaon, Haryana.

The authorised and paid up capital of the Corporation were Rs.10,000 crores and Rs.4208.84 crores respectively as on March, 2010.

The Shareholding of the Government of India is 86.36%.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Finance) is a member of Board of Directors and reports to the Chairman and Managing Director. He is overall in charge of finance and accounts of the organization and is responsible for evolving and formulating finance policies as well as implementation thereof towards the fulfillment of the goals and objectives of the Corporation.

3. ELIGIBILITY

I. AGE: On the date of occurrence of vacancy

(i) Minimum 45 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 Cost Accountant/Chartered Accountant/MBA with specialization in Finance with good academic record from a recognized university/institution. He should have experience at a senior level in corporate financial management and accounts including Cost and Budgetary Control, Institutional Finance, Working Capital Management in an organization of repute.

Provided that minimum qualification is relaxable in exceptional cases of internal candidates with very sound background and experience.

III. PAY SCALE/TURNOVER:

(a) Central Public Sector Executives.

Executives holding posts in the pay scale of:

Rs. 7250-8250 (IDA)

Rs. 9500--11500 (IDA) Post 01.01.1992

Rs. 20500--26500 (IDA) Post 01.01.1997

Rs. 51300--73000 (IDA) Post 01.01.2007

Rs. 18400-22400 (CDA)

Rs. 37400--67000 + GP Rs. 10000 (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 Executive

Executives working in companies where the annual turnover is in excess of Rs. 100 crore.

(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. 100 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

Notwithstanding the qualifications and experience prescribed, Government Officers of the level of Joint Secretary in Govt. of India or on equivalent scale of pay or Officers of the level of Major General in the Army or equivalent rank in Navy/Air Force on the date of vacancy with adequate experience in the relevant field 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.

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

Last date of receipt of applications in PESB is 6th September, 2010 . 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. (MRS) P. S. BEHURIA, Secretary, Public Enterprises Selection Board, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDANCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY.

ANNEXURE I

APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES /GOVT. OFFICERS

[THROUGH PROPER CHANNEL]

1. Name of the post applied for: _____

2. (a) Name _____

(b) Identification Number (For Defence Service personnel) _____

(c) Designation of the Applicant (in full) _____

(d) Office Address: _____

3. Address for communication _____

4. Telephone No: Office _____ Residence _____ FAX No. _____

Mobile No. _____ E-Mail address _____

5. Date of Birth _____ Age as on date of vacancy _____

6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications (alongwith the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

8. In case the candidate is holding the present post on lien/deputation basis: -

- a) name of the organisation in which the lien is held.
- b) the date from which the lien is held.
- c) date from which candidate is on deputation.

9.(a) Whether any punishment awarded to the applicant during the last 10 years

Y	NO
---	----

If yes, the details thereof

9 (b) Whether any action or inquiry is going on against him as far as his knowledge goes.

Y	NO
---	----

If yes, the details thereof

I certify that the details furnished by me in Cols. 1 to 9 are true and I am eligible for the post.

Date:

(Name and Signature of the applicant)

(To be filled by the PSU/Ministry /Department concerned)

It is Certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of
the Competent Forwarding
Authority with Telephone no. & office Seal.

**APPLICATION FORM FOR STATE PUBLIC SECTOR EXECUTIVES/EXECUTIVES FROM
THE PRIVATE SECTOR**

1. Name of the post applied for: _____

2. (a) Name _____

(b) Designation of the Applicant (in full) _____

(c) Office Address: _____

3. Address for communication _____

4. Telephone No: Office _____ Residence _____ FAX No. _____ Mobile
No. _____ E-Mail address _____

5. Date of Birth _____ Age as on date of vacancy _____

6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications (along with the name of Institutions)			
Pay Scale			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl. No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					

8. Annual Turnover of the Company where the candidate is employed (Certified copy to be attached): Turnover Rs. _____ for the year _____.

9. I certify that:

(i) the annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO is enclosed at Encl: I.

(ii) a write up on the significant contributions made by me during the present/past assignments and my suitability for the post is enclosed at Encl: II.

(iii) I am working at Board level position/ or reporting directly to a Director on the Board i.e. one level below Board level.

(iv) The Company in which I am working is listed on the _____ stock exchange.
(Name)

A proof of listing is at Encl. III.

Declaration

I son of hereby certify that I have not been disqualified to act as a Director under Section 274 or any other relevant sections of the Indian Companies Act, 1956.

I also certify that I am not facing any charge of, nor have ever been convicted for, any act of moral turpitude or economic offence.

(Name and signature of the applicant)