



# MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD

<p><b>SPACE TO GROW, OPPORTUNITIES TO EXCEL - YOUR OPPORTUNITY TO WORK FOR THE BIGGEST POWER DISTRIBUTION COMPANY IN INDIA</b></p>	<p>India's biggest Power Distribution Company having Over 14 Million consumers and dedicated pool of 75,000 employees with Annual Revenue of over Rupees 20,000 Crore, is looking for Talented, Dynamic and Result oriented Professionals with proven track record to join MSEDCL in the following Senior Positions:</p>
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POSITION	No. of vacancies						
	SC	ST	DT(A)	NT(B)	OBC	OPEN	TOTAL
EXECUTIVE DIRECTOR(COMMERCIAL)	-	-	-	-	-	1	1
CHIEF ENGINEER	1	-	-	-	-	1	2
SUPERINTENDING ENGINEER (DISTRIBUTION)	2	1	1	1	2	8	15
SUPERINTENDING ENGINEER (CIVIL)	-	-	-	-	-	1	1
GENERAL MANAGER(F&A)	1	-	-	-	-	-	1
MANAGER(F&A)	1	-	-	-	-	-	1
GENERAL MANAGER(P)	-	-	-	-	-	1	1
MANAGER(P)	1	1	-	-	-	2	4
DY. GENERAL MANAGER(IT)	1	-	-	-	-	-	1
DY. DIRECTOR (VIGILANCE)	1	-	-	-	-	1	2

## Pre-requisites :

POSITION	QUALIFICATION	EXPERIENCE
EXECUTIVE DIRECTOR (COMMERCIAL)	<p><b>Essential:</b> Bachelor's Degree or Master's Degree in Engineering/ Technology or its equivalent and Two years post Graduate Degree in Management/ Administration with specialization in Marketing/ Financial Management.</p> <p><b>Preferable:</b> Degree in Law.</p>	<p>Must possess 15 years post qualification experience at Senior Managerial level in large organizations out of which at least 5 years in Utilities. Experience of handling issues related to Regulatory affairs and Tariff Regulations will be considered as an added advantage. Candidates with experience in Power Sector would be preferred.</p>

CHIEF ENGINEER	<p><b>Essential:</b> Bachelor's Degree or Master's Degree in Electrical Engineering/ Technology or its equivalent</p> <p><b>Preferable :</b> Two years full time or three years Part Time Post Graduate Degree in Management/ Administration with specialization in Finance or Material Management or Operational Research or System or Power Management from NPTI <b>OR</b> Post Graduate Diploma in Energy Management with specialization in Power Distribution awarded by MDI, Gurgaon.</p>	<p><b>Essential:</b> Must possess post qualification experience in Power Sector of not less than 15 years, out of which 7 years in the Senior Managerial level. In case of candidate possessing Preferential qualification – Post qualification experience of 13 years out of which 5 years in Senior Managerial position <b>OR</b> Serving or Ex Armed Forces' officer having held the rank of Colonel or equivalent and above.</p> <p><b>Desirable:</b> 3 years experience as Head of the Training Institute.</p>
SUPERINTENDING ENGINEER (DISTRIBUTION)	<p><b>Essential:</b> Bachelor's Degree or Master's Degree in Electrical Engineering/ Technology or its equivalent</p> <p><b>Preferable :</b> Two years full time or three years Part Time Post Graduate Degree in Management/ Administration with specialization in finance or Marketing or Material Management or Operational Research or System or Power Management from NPTI <b>OR</b> Post Graduate Diploma in Energy Management with specialization in Power Distribution awarded by MDI, Gurgaon</p>	<p>Must possess post qualification experience in Power Sector of not less than 12 years, out of which 3 years in Managerial position. In case of candidate possessing Preferential qualification – post qualification experience of 10 years <b>OR</b> Serving or Ex Armed Forces' Officer having held the rank of Lt. Colonel or above.</p>
SUPERINTENDING ENGINEER (CIVIL)	<p><b>Essential:.</b> First class Bachelor's Degree or Master's Degree in Civil Engineering./ Technology or its equivalent .</p> <p><b>Preferable:</b> Two years full time or three years Part Time Post Graduate Degree in Management/ Administration with specialization in Finance or Marketing or Material Management or Operational Research</p>	<p>Must possess administrative &amp; considerable relevant experience in the line not less than 15 years out of which 5 years should have been spent in the Managerial capacity. In case of candidates possessing Preferential Qualification – Post Qualification experience of 12 years. <b>OR</b> Serving or Ex Armed Forces' Officers having held the rank of Lt. Colonel or above.</p>
GENERAL MANAGER(F&A)	<p>Membership of the Institute of Chartered Accountants OR Associate Membership of Institute of Costs &amp; Works Accountants of India OR CFA from ICFAI.</p>	<p>10 years post qualification experience out of which at least 3 years in a responsible position in Commercial Accounting, Costing, Compilation of Trading Accounts, Profit &amp; Loss Accounts, Balance Sheet and Annual Statements of A/cs., Internal Audit, Financial and Operational Budget, Project appraisal &amp; Evaluation, Pert-DCF Techniques, Planning Loans &amp; Investments, Exposure &amp; working knowledge in IT enabled Data Processing system, in Govt./Semi Govt. or Private Commercial or Industrial Undertaking.</p>

MANAGER(F&A)	Membership of the Institute of Chartered Accountants OR Associate Membership of Institute of Costs & Works Accountants of India. OR CFA from ICFAI.	7 years post qualification experience in a position of responsibility in Commercial Accounting, Costing, Compilation of Trading Accounts, Profit & Loss Accounts, Balance Sheet and Annual Statements of A/cs., Internal Audit, Financial and Operational Budget, Project appraisal & Evaluation, Pert-DCF Techniques, Planning Loans & Investments, Exposure & working knowledge in IT enabled Data Processing system, in Govt./Semi Govt. or Private Commercial or Industrial Undertaking.
GENERAL MANAGER (P)	<b>Essential:</b> (1) Degree of a recognized University. (2) Two years full time or 3 years part time Post graduate degree in Business Administration/ Management with specialization in HRD/Personnel Management from a recognized University or Institute. (3) Computer Proficiency. <b>Desirable:</b> Degree in Law	At least 12 years post qualification experience in the area of Human Resource Development/Personnel Management in a large reputed Industry/ Undertaking, having workforce of at least 5000 employees.
MANAGER(P)	<b>Essential:</b> (1) Degree of a recognized University. (2) Two years full time or 3 years part time Post graduate degree in Business Administration/ Management with Specialization in HRD/Personnel Management from a recognized University or Institute. (3) Computer Proficiency. <b>Desirable:</b> Degree in Law	At least 10 years post qualification experience in the area of Human Resource Development/ Personnel Management in a large reputed Industry/ Undertaking, having workforce of at least 5000 employees.
DY GENERAL MANAGER(IT)	<b>Essential:</b> Bachelor of Engineering Degree in Computer /Information Technology/ Computer Science and Engineering or 3 years Post Graduate Degree in Master of Computer Application (MCA). <b>Preferable:</b> Two years full time or three years Part Time Post Graduate Degree in Management/ Administration with specialization in Finance or Operational Research or I.T. or Project Management Professional (PMP) Certification from Project Management Institute.	Minimum 10 years post Qualification experience in Computer Programming/System Analysis and Designing in a reputed Organization/Industry

DY DIRECTOR (VIGILANCE)	<p><b>Essential:</b> Degree of a recognized University or equivalent.</p> <p><b>Desirable:</b> Degree in Law and/or Personnel Management</p>	<p>Must be either a serving or Ex-Police Officer of the rank of Supdt. Of Police having an experience of at least 3 years in specialized branches like CID Crime/CID Intelligence/Anti Corruption Bureau and Central Bureau of Investigation. <b>OR</b> Must be a Serving or Ex-Military Officer from Army/Navy or Air force having held the rank of Lt. Colonel or equivalent. <b>OR</b> Must be an Officer from Para Military Forces and such other organizations equivalent in the rank of Supdt. Of Police or Lt. Colonel having an experience of 10 years</p>
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**Age Limit as on 31/01/2008 :**

Upper age limit for the position of Executive Director(Comm.) – 50 yrs., Dy. Director(Vigilance) – 55 yrs. & for other remaining positions – 45 yrs.

**Note:** Upper age limit is relaxable by 5 years for the candidates belonging to backward classes. (Upper age limit is not applicable to the departmental employees working in the Company)

**Other Terms and Conditions:**

**Scale of Pay & Emoluments on Cost to Company Basis :**

Position	Scale of Pay	Emoluments on C to C Basis per annum (approx)
EXECUTIVE DIRECTOR (COMMERCIAL)	18105-795-34800	10.54 lakhs
CHIEF ENGINEER (DISTRIBUTION)	17000-720-32840	10.15 lakhs
SUPERINTENDING ENGINEER (DISTRIBUTION)	13285-570-16135-630-29365	8.92 lakhs
SUPERINTENDING ENGINEER (CIVIL)	13285-570-16135-630-29365	8.92 lakhs
GENERAL MANAGER(F&A)	15105-660-30945	9.50 lakhs
MANAGER(F&A)	12435-510-14985-570-27525	5.05 lakhs
GENERAL MANAGER(P)	15105-660-30945	9.50 lakhs
MANAGER(P)	12435-510-14985-570-27525	5.05 lakhs
DY GENERAL MANAGER(IT)	13285-570-16135-630-29365	8.92 lakhs
DY DIRECTOR (VIGILANCE)	12435-510-14985-570-27525	5.05 lakhs

## **Methodology of Selection:**

- The candidates will be shortlisted for selection process taking into consideration the qualification, experience, etc.
- The selection process will consist of In-Basket Exercises, Committee Exercises, Personal Interview, etc.
- The candidates will be shortlisted for personal interview taking into consideration their performance in the In-Basket Exercises & Committee Exercises, etc.
- The list of applicants shortlisted for selection process will be made available on the website of the Company. Similarly the list of finally selected candidates will also be displayed on the website.

## **Time Schedule:**

- Last date of receipt of application : 31<sup>st</sup> January 2008
- Selection Process at Mumbai : During February/  
March 2008

## **CONDITIONS**

- 1) The number of vacancies and reservation for backward classes indicated for different categories is provisional and likely to change. Such change will not be notified either in Newspaper, on website or intimated to the candidates.
- 2) Candidates applying for the posts advertised should ensure that they fulfill all eligibility criteria. Their admission to all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement. Company will take up verification of eligibility conditions with reference to documents submitted by the candidate only after the candidate has qualified for interview.
- 3) For claiming the benefit of caste reservation, candidates should attach a attested copy of caste certificate issued by the appropriate Competent Authority of Govt. of Maharashtra alongwith application.
- 4) Maharashtra State Public Services [Reservation for Scheduled Castes, Scheduled Tribes, Denotified Tribes (Vimukta Jatis), Nomadic Tribes, Backward category and Other Backward Classes] Act,2001 has been enforced by the Govt. of Maharashtra from 29<sup>th</sup> January,2004. As per the provisions under sub-section 2 (ii) of Section-4 of this Act, the principle of Creamy-Layer has been made applicable to all categories except Scheduled Castes and Scheduled Tribes i.e. VJ(A),NT(B),NT(C), NT(D) & OBC category. The candidates should produce a caste certificate from appropriate authority as prescribed by the Govt. of Maharashtra vide Circular No. CBC-10/2006/PK 15/BCR5 dated 5/6/2006, showing that they are not covered under the concept of “Creamy Layer”.

- 5) For claiming the benefit of reservation under Backward Class category, the candidates should produce a caste validity certificate issued by Caste Scrutiny Committee. The candidates applying without validity certificate of caste claim, if selected, will not be appointed unless their validity certificates are received within the validity period of select list i.e. within one year from the date of display of the Select list.
- 6) Those reserved category candidates who compete with the Open category candidates will be treated as Open category candidate for the purpose of recruitment/selection process.
- 7) This advertisement is published subject to the provisions of Maharashtra Civil Services (Declaration of Small Family) Rules, 2005, prescribing declaration of the small family as one of the essential qualifications.

### **GENERAL CONDITIONS**

- (a) Pre-requisites are minimum and mere possession of the same does not entitle the candidate to be called for Selection process. The candidates will be short-listed commensurate with the number of vacancies.
- (b) Knowledge of 'Marathi' is desirable. However, if selected, the candidates not possessing the knowledge of Marathi will have to pass Departmental Marathi Language Examination within stipulated period of three years from the date of joining the Company.
- (c) In addition to basic pay, the selected candidates are entitled to DA, HRA, Medical Benefit, Leave Encashment, CPF, and Gratuity etc. as per Company's rules.
- (d) If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
- (e) If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- (f) The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
- (g) Applications received after due date will not be entertained. The Company is not responsible for postal delay.
- (h) The departmental employees of the Company applying against this Advertisement should submit their applications **directly to the Post Box No. 9725, Borivali(East), Mumbai – 400 066 by ordinary post. (They need not submit it through proper channel)**. If selected, their selection will be subject to verification of disciplinary actions and vigilance enquiries in process/completed and other service records. The decision of the Company in this regard shall be final and no individual representations will be entertained.

- (i) The recruitment in MSEDCL is done strictly as per merit in a systematic way giving appropriate weightage to various selection tools. Canvassing in any form will disqualify a candidate.
- (j) Once the caste is notified in the application form, it cannot be changed at any stage later on.
- (k) The Backward Class candidates who apply against Open category will not be permitted to change the option once exercised at any stage later on.
- (l) The Company reserves the right to cancel the Advertisement fully or partly on any grounds and such decision of the Company will not be notified or intimated to the candidates.
- (m) The Caste certificate issued by appropriate Competent Authority of Maharashtra State only will be considered as valid for availing the benefit of reservation.
- (n) Applications are invited for the reserved vacancies from the candidates who are fulfilling the following conditions:-
  - i) Candidate should be domicile of Maharashtra State.
  - ii) Candidate should be of categories notified for the Maharashtra State viz. (a) Scheduled Caste (including SC category person who has adopted Buddha Religion), (b) Scheduled Tribes, (c) VJ(A), NT(B), NT(C) & NT(D) and (d) Other Backward Class.
- (o) Employees working in Govt./Semi-Govt. Undertaking will have to produce No Objection Certificate at the time of interview.
- (p) The application must be submitted in the Proforma given in this advertisement/website in the same order preferably typewritten on foolscap paper. All items of the application must be filled in according to instructions given for filling the application form.
- (q) Date of birth as per Secondary School Certificate (SSC) and age as on 31/01/2008 should be mentioned.
- (r) Applications duly filled in with attested copies of certificates in support of age, qualifications & caste should be submitted to the **Post Box No.9725, Borivali(East), Mumbai – 400 066 only by ordinary post** so as to reach **on or before 31/01/2008**. Post Code and Post applied for must be written on the envelope clearly. Applications received after due date (for whatsoever reason) shall not be entertained.
- (s) The candidate shall furnish demand draft of the value of Rs.500/- payable to the **Maharashtra State Electricity Distribution Co. Ltd., Mumbai**, on any Nationalized Bank **payable at Mumbai**. The candidate should write his full name, position applied on the backside of Demand Draft. **Fees in the form of Postal Orders/Money Order/Cash will not be accepted.**

- (t) Separate application in a separate envelope is required to be submitted for each post applied. Incomplete applications and those not supported by attested copies of certificates (duly attested by Govt. Gazetted Officer/Principal of Colleges/Post Master) are liable to be summarily rejected.

### **Procedure to apply:**

Send your Personal Profile/Application Form (in the format given below) alongwith copies of Testimonials in support of age, caste, Caste validity certificate, Non-creamy Layer certificate, qualifications, experience etc. wherever necessary and Demand Draft of Rs. 500/- drawn in favour of MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD., MUMBAI to **Post Box No. 9725, Borivali (East), Mumbai, 400 066** so as to reach on or before 31<sup>st</sup> January, 2008. You can also mail your detailed resume strictly in the prescribed format to [advt-2008@mahadiscom.in](mailto:advt-2008@mahadiscom.in) on or before 31<sup>st</sup> January, 2008. *Please note that sending a hard copy of the application alongwith testimonials and Demand Draft to Post Box is mandatory.*

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6. Present Designation:

(In case of retired persons, post held at the time of retirement)

7. Office/Department:

8. Scale of Pay:

9. Present Gross Emoluments OR last emoluments in case of retired person  
(Specify Basic Pay, D.A., Other Allowances etc):

10. Demand Draft Details: ( Drawn in favour of MAHARASHTRA STATE  
ELECTRICITY DISTRIBUTION CO. LTD.,  
MUMBAI, payable at Mumbai )

Name of the Bank	Branch	Demand Draft No. (6 Digits)	MICR No. (9 Digits)	Amount

11. Qualification Details:

a) Educational / Professional Qualification :

Academic	Degree / P.G. with name of the University / Institution	Year of Passing	Percentage of Marks & Class
Professional			

b) Details of affiliation with Professional Bodies/Institution/Society:

Name of the Body	Membership No	Since When

**12. Experience :** Details of posts held from time to time:

Sr. No.	Name of the Organization with No. of employees & Annual Turnover	Position Held	Scale of Pay & Gross Emoluments	Period		Total Experience		Nature of Job (Responsibilities handled) *
				From	To	Years	Months	
				Total Exp.				

\* Attach separate sheet if required

13. List of Publications/academic honors received : \_\_\_\_\_

\_\_\_\_\_

14. Any other information :

Place \_\_\_\_\_

Signature

Date \_\_\_\_\_

**Note :** Copies of Testimonials in support of age, category, qualifications, experience etc. may be furnished, wherever necessary.

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