



# MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD

**SPACE TO GROW,  
OPPORTUNITIES  
TO EXCEL - YOUR  
OPPORTUNITY TO  
WORK FOR THE  
BIGGEST POWER  
DISTRIBUTION  
COMPANY IN  
INDIA**

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:

## 1. No. of Vacancies

POSITION	No. of vacancies							
	SC	ST	VJ (A)	NT (C)	SBC	OBC	OPEN	TOTAL
CHIEF ENGINEER(DIST.)	-	1	-	-	-	-	2	3
SUPERINTENDING ENGINEER(DIST.)	2	2	-	1	1	1	5	12
GENERAL MANAGER (IT)	-	-	-	-	-	-	1	1
GENERAL MANAGER (PERSONNEL)	-	-	-	-	-	-	1	1
MANAGER (PERSONNEL)	1	1	1	-	-	-	1	4

- 1.1 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. Pre-requisites :

POSITION	QUALIFICATION	EXPERIENCE
CHIEF ENGINEER (DIST.)	<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</p> <p><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 5 years in the Senior Managerial level/ Selection level posts. In case of candidate possessing Preferential qualification – Post qualification experience of 13 years out of which 5 years in Senior Managerial position/Selection Level posts <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>

SUPDTG. ENGINEER (DIST.)	<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><b>Essential:</b> Must possess post qualification experience in Power Sector of not less than 12 years, out of which 5 years in Managerial position/ Class 'A' / Class I services. In case of candidate possessing Preferential qualification – Post qualification experience of 10 years out of which 5 years in Managerial position / Class 'A' / Class I services <b>OR</b> Serving or Ex Armed Forces' Officer having held the rank of Lt. Colonel or above.</p>
GENERAL MANAGER (IT)	<p>Bachelor of Engineering Degree in Computer/Information Technology/ Computer Science or Computer 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.</p>	<p>Minimum 12 years Post qualification experience in Computer Programming/ System Analyst and Designing in a reputed Organisation/Industry.</p>
GENERAL MANAGER (P)	<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 <b>OR</b> Master of Labour Studies <b>OR</b> Master of Social Welfare from a recognized University or Institute. (3) Computer Proficiency.</p> <p><b>Desirable:</b> Degree in Law.</p>	<p>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.</p>
MANAGER(P)	<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 <b>OR</b> Master of Labour Studies <b>OR</b> Master of Social Welfare from a recognized University or Institute. (3) Computer Proficiency.</p> <p><b>Desirable:</b> Degree in Law</p>	<p>At least 8 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.</p>

- 2.1 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.
- 2.2 The posts advertised are of senior level. Therefore, the experience at the level of Senior positions /Pay Group-I/Class-I is desired.
3. **Age Limit as on 27/06/2009** : 45 years.
  - 3.1 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).
  - 3.2 Date of birth as per Secondary School Certificate (SSC) and age as on 27/06/2009 should be mentioned in the application.

#### 4. Scale of Pay & Emoluments on Cost to Company Basis :

Position	Scale of Pay	Emoluments on C to C Basis per annum (approx)
CHIEF ENGINEER(DIST.)	17000-720-32840	10.30 lakhs
SUPERINTENDING ENGINEER(DIST.)	13285-570-16135-630-29365	9.00 lakhs
GENERAL MANAGER(IT)	15105-660-30945	9.60 lakhs
GENERAL MANAGER(P)	15105-660-30945	9.60 lakhs
MANAGER(P)	12435-510-14985-570-27525	5.10 lakhs

4.1 *Pay scales are due for revision w.e.f. April, 2008.*

4.2 The selected candidates are entitled to DA, HRA, Medical Benefit, Leave Encashment, CPF, and Gratuity etc. as per Company's rules.

#### 5. Reservation

5.1 There shall be 30% horizontal reservation for women as per the provisions of Govt. of Maharashtra Resolution No. ८२/२००१/मसेआ-२०००/प्रक्र.४१५/का-२ दि. २५/५/२००१. The Open category women candidates who wish to avail benefit of women reservation should submit certificate from the appropriate Competent Authority showing that they do not belong to "Creamy Layer" category.

5.2 One post of Superintending Engineer (Dist.) is reserved for Persons With Disability. The reservation policy for Persons With Disability shall apply as per State Government directives. Persons suffering from not less than 40% of disability shall only be eligible for the benefit of reservation for Persons With Disability. The candidate should attach copy of Medical certificate issued by the appropriate Medical Board in terms of Govt. of India, Office Memorandum No. 36035/3/2004-Estt(Res) dated 29/12/2005.

5.3 The reservation for Persons With Disabilities and Women is against current reservation. The reservation for these categories i.e. PWD and Women is horizontal reservation and candidates selected against the quota for Women will be placed in appropriate category viz. SC, ST, VJA, NTC, SBC, OBC & Open categories depending upon the category to which they belong in the roster meant for reservation of the Backward classes.

5.4 Maharashtra State Public Services [Reservation for Scheduled Castes, Scheduled Tribes, Denotified Tribes (Vimukta Jatis), Nomadic Tribes, Special 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(C), SBC & 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".

5.5 The candidates belonging to ST category applying without validity certificate of caste claim, if selected, will be appointed only after submission of caste validity certificate issued by appropriate authorities as per G.R.No.STC-1099/F.No.14/K-10 dated 16/8/2000 and as per Energy Department, Govt. of Maharashtra letter No. EST-2007/P.K.21/NRG-2 dated 16/8/2007.

5.6 The Backward class candidates (other than ST category) applying without validity certificate of caste claim, if selected will have to submit the Caste Validity Certificate (as per the Govt. Circular No.CBC-10/ 2003/P.K.91/BCR-5 dated 28/1/2004 & 6/2/2004) within a period of three months.

5.7 For claiming the benefit of caste reservation, candidates should attach a attested copy of caste certificate issued by the appropriate Authority of Govt. of Maharashtra alongwith application.

5.8 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.

- 5.9 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.
- 5.10 The Caste certificate issued by appropriate Competent Authority of Maharashtra State only will be considered as valid for availing the benefit of reservation.
- 5.11 Applications are invited for the reserved vacancies from the candidates who are fulfilling the following conditions:-
  - 5.11.1 Candidate should be domicile of Maharashtra State.
  - 5.11.2 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(C), (d) Special Backward Class and (e) Other Backward Class.
- 5.12 Once the caste is notified in the application form, it cannot be changed at any stage later on.
- 5.13 The Backward Class candidates who apply against Open category will not be permitted to change the option once exercised at any stage later on.

## 6. **Methodology of Selection:**

- 6.1 The candidates will be shortlisted for selection process taking into consideration the qualification, experience, etc.
- 6.2 The selection process will consist of In-Basket Exercises, Committee Exercises, Personal Interview etc.
- 6.3 The candidates will be shortlisted for personal interview taking into consideration their performance in the In-Basket Exercises & Committee Exercises etc.
- 6.4 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.
- 6.5 The recruitment in MSEDCL is done strictly as per merit in a systematic way giving appropriate weightage to various selection tools.
- 6.6 Canvassing in any form will disqualify a candidate.
- 6.7 If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
- 6.8 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.
- 6.9 The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
- 6.10 The selection of Departmental candidate 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.

## 7. **Time Schedule:**

- 7.1 Last date of receipt of application : **27<sup>th</sup> June,2009**
- 7.2 Selection Process at Mumbai : **During August, 2009**
- 7.3 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.

## 8. **Application Fee**

- 8.1 Candidates belonging to Open category shall furnish Demand Draft of the value of Rs.600/- and candidates from Backward Class categories i.e. SC, ST and the candidates belonging to VJ(A), NT(C), SBC & OBC who are coming under the concept of 'Non-Creamy Layer' shall furnish Demand Draft of Rs.300/- payable to the **"Maharashtra State Electricity Distribution Company Ltd., Mumbai"** drawn on any Nationalised Bank **Payable at Mumbai.**

- 8.2 The Persons With Disabilities (PWD) shall be exempted from payment of Examination fee who would otherwise be eligible for appointment to the post on the basis of standards of medical fitness prescribed for the post (including any concession specifically extended to the Disabled Persons) and who enclosed with application form necessary certificate from the Competent Authority in support of their claim of Disability.
- 8.3 The candidates not submitting the caste certificate issued by the appropriate Competent Authority of Maharashtra State or 'Non-Creamy Layer' certificate along with application in case of VJ(A), NT(C), SBC & OBC will have to submit Demand Draft of Rs.600/- and they will be treated as Open category candidates for all purposes.
- 8.4 The candidate should write his Full name, Caste & Post applied on the backside of Demand Draft.
- 8.5 Fees in the form of Postal Order/Money Order/Cash will not be accepted.
- 8.6 In case selection process could not be conducted for any reason, the fees paid will not be refunded.

## 9. **Procedure to apply:**

- 9.1 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.
- 9.2 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.
- 9.3 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.
- 9.4 Applications received after due date will not be entertained. The Company is not responsible for postal delay.
- 9.5 The departmental employees of the Company applying against this Advertisement should submit their applications directly to the Post Box No. 9006, Goregaon(East), Mumbai - 400 063 by ordinary post. (They need not submit it through proper channel).
- 9.6 Employees working in Govt./Semi-Govt. Undertaking will have to produce No Objection Certificate at the time of interview.
- 9.7 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.
- 9.8 Applications duly filled in with attested copies of certificates in support of age, qualifications & caste should be submitted to the **Post Box No. 9006, Goregaon(East), Mumbai - 400 063 only by ordinary post so as to reach on or before 27/06/2009.** Post applied for must be written on the envelope clearly. Applications received after due date (for whatsoever reason) shall not be entertained.
- 9.9 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.
- 9.10 Send your Application Form (in the format given below) alongwith copies of Testimonials in support of age, caste, caste validity certificate, qualifications, experience etc. wherever necessary and Demand Draft of appropriate value (i.e. for Open category candidates Rs. 600/- and reserved category candidates Rs.300/-) drawn in favour of MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. LTD., MUMBAI to **Post Box No. 9006, Goregaon(East), Mumbai - 400 063** so as to reach on or before 27/06/2009.



8. Office/Department:

9. Scale of Pay :

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

11. 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

12. 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

13. Experience : Details of posts held from time to time:

Sr. No.	Name of the Organization with No. of employees & 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

14. Please indicate your present level vis-à-vis your organization structure and the prospective career progression path.

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

16. Any other information:

Place \_\_\_\_\_

Signature

Date \_\_\_\_\_

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