


MAHA VITARAN
Maharashtra State Electricity Distribution Co. Ltd.

Tel.: 2642 2211 / 2647 2131 Tel.(P) 022-26475756 Fax : 022-26477471 Gram : MUMBAIGRID Mumbai
Plot No.G-9, "Prakashgad", Anant Kanekar Marg, Station Road, Bandra (East), Mumbai 400 051.

No. GAD/GM(Estt)/Deputation/10604

Date: 08.04.2010

To
All Departmental Heads in Corporate Office
All Chief Engineers/Superintending Engineers/Executive Engineers
In Field

Sub: Inviting applications for the posts in MSEBHCL on Deputation basis.

Ref: MSEB Holding Co. letter No.MSEBHCL/Deputation/925 dt. 22.03.2010

The MSEB Holding Co. Ltd. (MSEBHCL) is filling-in the following posts on deputation basis:

1. Senior Manager - Equivalent to the post of Dy. C.A.O in erstwhile MSEB
2. Manager - Equivalent to the post of A.O in erstwhile MSEB.
3. Dy. Manager - Equivalent to the post of Divisional Accountant in erstwhile MSEB.

Eligibility: The Officer concerned should have worked in the post for a minimum period of one year for which he is applying.

Should possess adequate knowledge of day-to-day Finance & Accounts work, Finalisation of Accounts as per Companies Act, 1956, compliances as per Accounting Standards and Company Law, dealing with C&AG reports, H.R. matters etc.

Tenure: Initially for a period of one year. Further continuation will be based on the performance review.

The deputation arrangement may be terminated by either side by giving a one month's notice.

The employees who are willing to go on deputation basis to MSEB Holding Co. Ltd shall submit their willingness by **25.04.2010** to this office so as to forward the same to MSEBHCL. The requisite application form for the post in MSEBHCL on deputation basis is attached herewith for further needful.


General Manager(P-Estt.)

Encl: As above



दिनांक: 22/03/10

MSEB HOLDING COMPANY LTD

Hongkong Bank Bldg. 4th Floor, M.G. Road, Fort, Mumbai-400023.

Phone : 022-22608383

Fax : 022- 22619699

No. MSEB HCL / Deputation / 925

22.03.2010

To,
The Executive Director (HR),
MSPGCL / MSETCL / MSEDCL,
Mumbai.

Sub: Inviting applications for the posts in MSEBHCL on Deputation basis.

We are looking forward for filling up following posts in MSEB Holding Co. Ltd. (MSEBHCL) on deputation basis.

1. Senior Manager – Equivalent to the post of Dy. C. A. O. in erstwhile MSEB
2. Manager - Equivalent to the post of A. O. in erstwhile MSEB
3. Dy. Manager - Equivalent to the post of Divisional Accountant in erstwhile MSEB

Eligibility : The Officer concerned should have worked in the post for a minimum period of one year for which he is applying.

Should possess adequate knowledge of day- today Finance & Accounts work, Finalisation of Accounts as per Companies Act, 1956, compliances as per Accounting Standards and Company Law, , dealing with C& AG reports, H.R. matters etc.

Tenure: initially for a period of one year. Further continuation will be based on the performance review.

The deputation arrangement may be terminated by either side by giving a one month's notice.

Applications may be sent in the prescribed format as per annexure.

I shall be grateful if you could forward names of willing and eligible officers from your company latest by 30.4.2010.

Encl : As above

Director (Finance)

Application for the posts in MSEBHCL on deputation basis

A) PERSONAL INFORMATION

1. Name in full : _____
2. Presently working as : _____
3. Present scale of pay : _____
4. Office / Department : _____
5. Post applied for : _____
6. Date of Birth (dd /mm /yyyy) :

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7. Whether belongs to SC / ST / OBC : _____
8. Full Address (Office / Residence) with Telephone No., Mobile No., e-mail address etc. : 1. Office : _____
: 2. Residence: _____

B) QUALIFICATON :

Educational Qualification :.

- a) Academic : _____
- b) Professional : _____

C) EXPERIENCE :

Details of posts held from time to time:

Sr. No.	Post held & scale of pay	Office	Period		Total Expericence		Nature of job
			From	To	Years	Months	

H) Any other information

Date _____

Signature _____

Name of the Company :

It is certified that :

- 1) The date of birth, qualification, experience and other details given by Mr. / Ms.have been verified and found correct.
- 2) The integrity of Mr. / Ms.is beyond doubt.
- 3) No vigilance or disciplinary proceeding is pending or contemplated against the officer concerned.
- 4) The MSEB Holding Co. will be informed at the earliest, if any vigilance or disciplinary proceeding is initiated or contemplated against the office, after his/her application is forwarded.
- 5) Up-to-date ACR dossier of the concerned officer is enclosed herewith.
- 6) It is certified that Mr / Ms.would be allowed to retain lien during the period of his/her appointment on deputation basis. _____

Date :

Signature of the authorized Officer
(Name & Designation)
Seal of the Officer

Place :

Full address of the authorized Officer
(With telephone / Fax No.)