

MAHARASHTRA STATE ELECTRICITY DISTRIBUTION COMPANY LTD.

MSEDCL Advertisement No. 04/2023

Date: 06/07/2023

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 2.70 Crore’s consumers and dedicated pool of over 80,000 employees with Annual Revenue of over Rupees 95,000 Crore, is looking for Talented, Dynamic and Result oriented Professionals with proven track record to join MSEDCL for the following mentioned Senior level posts.
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1. Number of Vacancies:

S.N.	NAME OF THE POST	SC	ST	VJ-A	NT-B	OBC	EWS	OPEN	TOTAL
1	Chief Engineer (Dist.)	0	1	0	1	1	1	0	4
2	Superintending Engineer (Dist.)	1	1	1	1	3	3	2	12
3	General Manager (F & A)	0	0	1	0	0	0	1	2
4	Jt. Chief Industrial Relation Officer	0	0	0	0	0	0	1	1
5	Deputy General Manager (HR)	1	0	0	0	0	0	1	2
6	Asst. General Manager (HR)	0	0	0	0	1	1	0	2
7	Asst. General Manager (F &A)	0	1	1	0	0	0	1	3

Note: The number of vacancies and reservation for Backward Classes indicated for various categories are provisional and likely to change.

2. Scale of Pay:

S.N.	Name of Post	Scale of pay
1	Chief Engineer (Dist.)	Rs. 118195-5025-228745
2	Superintending Engineer (Dist.)	Rs. 92380-3980-112280-4405-204785
3	General Manager (F & A)	Rs. 105035-4610-215675
4	Jt. Chief Industrial Relation Officer	Rs. 92380-3980-112280-4405-204785
5	Deputy General Manager (HR)	Rs. 92380-3980-112280-4405-204785
6	Asst. General Manager (HR)	Rs. 86460-3570-104310-3980-191870
7	Asst. General Manager (F &A)	Rs. 86460-3570-104310-3980-191870

2.1 The selected candidates are entitled to DA, HRA, Medical Benefit, Leave Encashment, CPF and Gratuity etc. as per the Rules of the Company. The statutory deductions are as per the rules.

3. Pre-requisites:

S.N.	NAME OF POST	QUALIFICATION	EXPERIENCE
1	Chief Engineer (Dist.)	Bachelors Degree in Electrical Engineering/Technology.	15 years' experience in Power Sector. Out of which at least 5 years in the area of Power Distribution in selection posts like Executive Engineer & above out of which 1 year in the position of Superintending Engineer OR 3 years in the position of Superintending Engineer.
2	Superintending Engineer (Dist.)	Bachelors Degree in Electrical Engineering/Technology.	12 years' experience in Power Sector. Out of which at least 5 years in the area of Power Distribution as Executive Engineer & Additional Executive Engineer OR 2 years as Executive Engineer.
3	General Manager (F&A)	CA/ICWA Final Passed	10 years relevant experience in Finance/Accounts/Audit out of which 3 years should be in a post of responsibility i.e. Senior Manager (F&A) equivalent and above.
4	Jt. Chief Industrial Relation Officer	<p>1. Should have a Degree or Diploma with Industrial Relation as one of the subjects, recognized by the Government of Maharashtra under Rule 3 of the Maharashtra Welfare Officers (Duties, Qualifications and Condition of service) Rules, 1966 vide Government notification No. WOR/1567/ 111449, Lab IIIrd date 14/04/1974.</p> <p>2. Holder of Law Degree will be preferred.</p> <p>3. Must have adequate knowledge of Marathi and Hindi.</p>	12 years' experience in Industrial Relation in large industrial undertaking, out of which at least 6 years should be work in a responsible position.

S.N.	NAME OF POST	QUALIFICATION	EXPERIENCE
5	Deputy General Manager (HR)	<p>1. Degree of a recognized university with Two years full time or Three years part time post Graduate Degree in Business Administration (MBA)/Management Studies (MMS)/ Personnel Management (MPM) with specialization in Human Resources Management/ Development/ Personnel Management or Master of Social Work (MSW)/Master in Labour Studies (MLS)/equivalent Management Qualification in H.R./Personnel Management from a university recognized by UGC or institute approved by AICTE.</p> <p>2. Minimum Computer Literacy: Must be proficient in MS-Office.</p>	At least 10 years' experience in Human Resources Development/ Personnel Management out of which 5 years should be in position of responsibility i.e. Sr. Manager (HR) equivalent & above.
6	Asst. General Manager (HR)	<p>1. Degree of a recognized university with Two years full time or Three years part time post Graduate Degree in Business Administration (MBA)/Management Studies (MMS)/ Personnel Management (MPM) with specialization in Human Resource Management/ Development/Personnel Management or Master of Social Work (MSW)/Master in Labour Studies (MLS)/ equivalent Management Qualification from a university recognized by UGC or institute approved by AICTE.</p> <p>2. Minimum Computer Literacy: Must be proficient in MS-Office.</p>	At least 9 years' experience in Human Resources Development/ Personnel Management out of which 2 years should be in position of responsibility i.e. Manager (HR) equivalent & above.
7	Asst.General Manager (F & A)	CA/ICWA Final Passed	8 years relevant experience in Finance/ Accounts/Audit out of which 2 years should be in a post of responsibility i.e. Manager (F&A) equivalent and above.

- Note: i) A Degree & Diploma should be from a University or Institute in India established or incorporated under Central Act or a State Act or any other qualification Recognized as equivalent thereto.
- ii) For the post of Chief Engineer (Dist.) and Superintending Engineer (Dist.), the departmental candidates possessing Degree in Engineering/ Technology in any other discipline and who fulfill the conditions of required experience shall be considered under direct recruitment provided that they will have to appear and compete along with other candidates.
- iii) Equivalency of outside candidates will be compared / decided on the basis of gross emoluments drawn (other than perks) and job responsibilities.
- iv) The experience wherever prescribed be considered as the post qualification experience i.e. experience acquired after possessing essential qualification.
- v) The qualification and experience shall be considered on as on 06/07/2023.
- vi) 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 shortlisted commensurate with the number of vacancies.

4. Age Limit as on 06/07/2023:

NAME OF POST	UPPER AGE LIMIT
Chief Engineer (Dist.)	50 Years
General Manager (F & A)	48 Years
Superintending Engineer (Dist.) / Jt. Chief Industrial Relation Officer/ Deputy General Manager (HR) /Asst. General Manager (HR)/ Asst. General Manager (F &A)	45 Years

- 4.1 Upper age limit is relaxable by 5 years for the candidates belonging to backward class who have applied against the posts reserved for backward class.
- 4.2 Upper age limit for employees working in MSEDCL is 57 years. Departmental candidates mean employees of MSEDCL only.
- 4.3 Those reserved category candidates who apply against Open Category will be treated as Open Category Candidate for the purpose of selection /recruitment process and they will not get the benefit of age and fee relaxation so the candidates are requested to mention appropriate entry in this regard.
- 4.4 As per GoM GR No. SaNiVa 2023/Pra.Kra.14/Karya-12 dtd. 03/03/2023, the candidates will get additional 02 years of age relaxation (except for MSEDCL Employees).
- 4.5 The upper age limit for candidate who apply under Persons with Disability reservation is relaxable up to 45 years.
- 4.6 Date of Birth as per Secondary School Certificate (SSC) and age as on 06/07/2023 should be mentioned in the application.

5. Reservation:

- 5.1 Maharashtra State Public Services (Reservation for Schedule Castes, Schedule Tribes, Denotified Tribes (Vimukta Jatis), Nomadic Tribes, Special Backward Class and Other Backward Classes) Act 2001 has been enforced by the Govt. of Maharashtra from 29th January, 2004. As per the provision under Sub-section 2 (ii) of Section-4 of this Act, the principle of Creamy-Layer has been made applicable to all categories except Schedule Castes and Scheduled Tribes i.e. VJ(A), NT(B), NT(C), NT(D),SBC and OBC category. The candidates should produce current years Non-Creamy Layer Certificate in the prescribed form issued by appropriate authority as per GoM Circular No.CBC-10/2006/PK15/BCR-5 dated 5/6/2006, along with application.
- 5.2 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 caste validity certificate of caste claim, if selected, will be appointed provisionally only after submission of proof of submission of documents to appropriate Caste Scrutiny Committee for caste validity as per GoM GR No.BCC-2011/ Pra.Kra.1064/2011/ 16-B dated 12/12/2011.
- 5.3 The caste certificate issued by appropriate Competent Authority of Maharashtra State only will be considered as valid for availing the benefit of reservation, including benefit in the payment of application fees.
- 5.4 The candidates should be domicile of Maharashtra State and should be of the category notified by the Maharashtra State viz (a) Scheduled castes (including SC category person who has adopted Buddha Religion) (b) Scheduled Tribes (c) VJ-A, NT-B,NT-C, NT-D ,SBC, OBC, EWS etc.
- 5.5 There shall be 30% horizontal reservation for women as per the provision of GoM GR No.82/2001/MSA-2000/PK 415/K-2 dt. 25/05/2001. For claiming the benefit of horizontal reservation of women under Open as well as reserved categories the Non- Creamy Layer certificate will not be required as per the provision of Department of Women and Child Development GoM GR. No. MHIA/2001/ PK-123/ K-2 dt. 04/05/2023 provided the other conditions mentioned in the GR is met.
- 5.6 The horizontal reservation will be applicable as per the procedure laid down in the GoM GR No. SRV 1012/Pra.Kra.16/12/16-B dt. 13/08/2014 & GoM GR No. Sankirn-1998/ Pra. Kra.39/16-A dt.19/12/2018.
- 5.7 For claiming the benefit of reservation under EWS, the candidate have to produce the Certificate issued by the appropriate authority as prescribed under Annexure-‘A’ enclosed to GoM GR No. Ra.aa.dho-4019/Pra.Kra.31/16-A dt.12/02/2019. The candidate should also produce domicile certificate as per the GR dt. 12/02/2019.
- 5.8 There shall be horizontal reservation for persons with disability and recommended for selection as per the GoM GR no. Divyang/2018/Pra. Kra. 114/16-A dt. 29/05/2019, GOM GR No. Divyang/2018/Pra.Kra. 83/16-A dt. 20/04/2023 and as per the guidelines received from GoM from time to time.

5.9 The reservation policy for persons with disability shall apply as per 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 submit 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, along with application. The details of the reservation for the posts are as below:

S.N.	Name of Posts	Persons with Disability Category	Physical Eligibility
1	Chief Engineer (Dist.)	OL/Dwarfism/Acid Attack Victim	Sitting, Standing, Walking, Manipulation of Fingers, Reading and Writing, Seeing, Hearing, Communication, Working on PC.
2	Superintending Engineer (Dist.)	OA / OL / OAL/ Dwarfism /Acid Attack Victim	Sitting, Standing, Walking, Manipulation of Fingers, Reading and Writing, Seeing, Hearing, Communication, Working on PC.
3	General Manager (F & A)	Hard of Hearing (Not more than 70 DB with hearing aids)/ OA/OL/OAL/Leprosy Cured/ Dwarfism/Acid Attack Victim	Sitting, Manipulation of Fingers, Reading and Writing, Seeing, Hearing Communication, PC Operation, Dealing with Consumers/ Agencies.
4	Deputy General Manager (HR)	Hard of Hearing (Not more than 70 DB with hearing aids)/ OA/OL/OAL/Cerebral Palsy/ Leprosy Cured/ Dwarfism /Acid Attack Victim /Specific Learning Disability	Sitting, Manipulation of Fingers, Reading and Writing, Seeing, Hearing Communication, PC Operation, Dealing with Employees & Agencies.
5	Asst. General Manager (HR)	Hard of Hearing (Not more than 70 DB with hearing aids) / OA/OL/OAL/Cerebral Palsy/ Leprosy Cured/ Dwarfism /Acid Attack Victim /Specific Learning Disability	Sitting, Manipulation of Fingers, Reading and Writing, Seeing, Hearing Communication, PC Operation, Dealing with Employees & Agencies.
6	Asst. General Manager (F & A)	Hard of Hearing (Not more than 70 DB with hearing aids) / OA/OL/Leprosy Cured/ Dwarfism /Acid Attack Victim/ Specific Learning Disability/Autism(M)	Sitting, Manipulation of Fingers, Reading and Writing, Seeing, Hearing Communication, PC Operation, Dealing with Consumers/ Agencies.

Abbreviations: OL - One Leg Affected, HH – Hard of Hearing, OAL - One Arm and One Leg,

5.10 The Caste/Tribe mentioned in the application form cannot be changed 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, job responsibility etc.
- 6.2 The selection process will consist of In-Basket Exercises, Committee Exercises, Presentation, Group Discussion and 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, Presentation and Group Discussion etc.
- 6.4 Normally selection process comprises of Group Discussion and in-basket exercises, Presentation & Personal Interview. However, which methodology of shortlisting candidates / selection process is to be adopted will be at the absolute discretion of the Company and the decision of the Company in this regard shall be final.
- 6.5 The candidates will be short listed for Personal Interview on the basis of performance in the group discussion, presentation and in-basket exercises. A preferential weight age will be given to the departmental employee if selected for personal interview in the final select list. Taking into consideration the performance in the group discussion, in-basket exercises, personal interview and other cogent factors, the select list will be prepared.
- 6.6 The recruitment in MSEDCL is done strictly as per merit in a systematic way giving appropriate weightage to various selection tools.
- 6.7 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 of the company i.e. www.mahadiscom.in
- 6.8 Canvassing in any form will disqualify a candidate. If, any false/incorrect information furnished by the candidate and is detected at any stage of recruitment process, his/her candidature will not be considered.
- 6.9 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.
- 6.10 The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
- 6.11 In case of departmental employee, if they furnish any wrong information or suppress the material fact, his/her candidature is liable to be cancelled and action as per the provisions of Service Regulations will be initiated against them.
- 6.12 The selection of departmental candidate will be subject to verification of disciplinary actions and vigilance enquiries in process/contemplated 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: **27/07/2023**
- 7.2 The Selection Process will be held at Mumbai tentatively during the month of August, 2023

8. Application Fee:

- 8.1 Candidates shall pay the requisite fee by way of demand draft favoring “**Maharashtra State Electricity Distribution Company Limited, Mumbai**” as below :
- (i) **Open Category/Applied Against Open Category: Rs.708/- (Including CGST & SGST).**
- (ii) **Applied under Reserved Category: Rs. 354/- (Including CGST & SGST).**
- 8.2 The candidate should write his/her full name on the backside of the Demand Draft.
- 8.3 The candidates claiming the reservation under ‘Persons with Disabilities’ are exempted from fees.
- 8.4 Fees in the form of Postal Order/Money Order/Cash will not be accepted.
- 8.5 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.
- 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 Employees working in Govt. / Semi Govt. Undertaking will have to produce ‘No Objection Certificate’ at the time of interview.
- 9.4 Applications received after due date will not be entertained. The Company is not responsible for postal delay. The candidates are advised to keep photocopy of the Application posted.
- 9.5 Application in an envelope is required to be submitted for the said post applied. Incomplete applications and those not supported by attested copies of certificates are liable to be summarily rejected. If candidates are applying for multiple posts, separate envelope with application and DD shall be submitted for each post.
- 9.6 If candidate submits multiple applications for same post, then latest application will be considered.
- 9.7 Send your Application Form in the given format along with copies of Testimonials in support of age, caste, caste validity certificate, qualifications, experience, etc., wherever necessary and Demand Draft to the office of the **Asst. General Manager (HR-BCR/RC), RECRUITMENT CELL, MSEDCL, 4th Floor, Prakashgad, Bandra (East), Mumbai - 51 by Speed / Registered Post so as to reach on or before 27/07/2023**. Application format is attached separately.
- 9.8 Name of the ‘Post applied for-----’ must be written clearly on the envelope.
- 9.9 Applications received without documents and after due date (for whatsoever reason) shall not be entertained and will be summarily rejected.

10. How to Apply:

- 10.1 Candidates are required to have a valid personal email ID. It should be kept active during the currency of this recruitment. The Company will send intimation about in-basket exercises and group discussion test, interview etc. through the email ID mentioned in the application form. Under no circumstances, he/she should share/mention email ID to/or of any other person.
- 10.2 Candidates should paste photograph & signature in the application.
- 10.3 In case, a candidate does not have a valid personal email ID, he/she should create his/her new email ID before submitting application form.
- 10.4 Incomplete application / application not in prescribed format and those not supported by self-attested copies of certificates are liable to be summarily rejected.
- 10.5 The name of the candidate or his / her father / husband name, caste etc. should be spelt correctly in the application as it appears in the certificates / mark sheets. Any change / alteration found may disqualify the candidature.
- 10.6 Candidates are required to retain a photocopy of application submitted by them. Candidates are advised to preserve these details for future use. No Call letters will be dispatched by post or courier etc.
- 10.7 All the information given by the candidate in the Application is treated as final and no correction is allowed after the final submission.

11. General Conditions:

- 11.1 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 original documents prior to issuance of offer letter.
- 11.2 Knowledge of Marathi is desirable. The candidates shall be the one of the following certificate for Marathi language:-

“Certificate of Secondary School Certificate Examination Board or recognized University showing passing of Secondary / School Certificate Examination or Matric or Higher Examination of University with Marathi Language **OR** Certificate stating the candidate can read, write and speak Marathi Language fluently issued by Professor of Marathi Language of College / Institute affiliated to recognized University and countersigned by Principle of the said College / Institute.”
- 11.3 The candidates will have to appear for Group Discussion and in-basket exercise at Mumbai at their own cost.
- 11.4 The list of candidates called for group discussion and in-basket exercises, personal interview and selected for the posts advertised will also be published on the website of the Company i.e. www.mahadiscom.in. Call letters for calling candidates for selection process will be forwarded through e-mail only on the email id mentioned in application form.
- 11.5 Prescribed qualifications are minimum and mere possession of the same does not entitle the candidate to be called for Interview. The candidates will be short-listed for interview commensurate with the number of vacancies.

- 11.6 The candidate should ensure that he/she fulfills the eligibility criteria regarding educational qualification, age, caste etc. and particulars furnished in the application form are correct in all respect.
- 11.7 If any false / incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
- 11.8 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.
- 11.9 The decision of the Company in all matters relating to recruitment/ interpretation shall be final and no individual correspondence will be entertained.
- 11.10 Document verification and appointment order of the selected Departmental candidates will be issued by the concerned establishment section after verification of disciplinary actions and vigilance enquiries in process / contemplated and other service records. The decision of the Company in this regard shall be final and no individual representation will be entertained.
- 11.11 The departmental employees of the Company applying against this Advertisement should submit their applications well in time.
- 11.12 The recruitment of MSEDCL is done strictly as per merit in a systematic way giving appropriate weight-age to group discussion and in-basket exercises and interview. Canvassing in any form will disqualify a candidate.
- 11.13 As per the policy, the tests are not disclosed to anybody else other than the candidates only during the selection process/examination. The test papers/ competence tests are also not shared with anybody even after the examination/selection process.
- 11.14 Any request for change of date of selection process / address / caste and enclosing supporting documents later on etc., will not be entertained.
- 11.15 The Selected candidates other than departmental employees will have to execute a Surety Bond of Rs.1 lakh on Non Judicial Stamp Paper for serving in MSEDCL for a period of 3 years.
- 11.16 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.
- 11.17 Any disputes pertaining to this recruitment process shall be within jurisdiction of the Mumbai Court.
- 11.18 The Select List/Wait List will be valid for a period of 1 year from the date of publication of result.
