

Employment Advertisement No. 01/2013

The Maharashtra State Electricity Transmission Company Limited (MAHATRANSCO), the State Transmission Utility of Maharashtra and one of the largest transmission utilities in the State, operating about 40710 CKT KM Transmission Lines, 569 EHV Sub-Stations, having transformation capacity of 93386 MVA and also having ambitious plan of network expansion and having workforce above 16,000 regular employees invites applications from experienced, dynamic, talented and professionals with impeccable credentials and observable leadership traits for the following posts:

Post Code	Post Name	Category	No of Vacancies	Remarks
01	Executive Director (Trans)	Open	01	On contract basis for a period of 3 years
02	Chief Engineer (Trans)	ST	01	-

2. Pay Scales

Post Code	Post Name	Category
01	Executive Director (Trans)	Rs. 39110-1720-75230
02	Chief Engineer (Trans)	Rs. 36720-1560-71040

- i. In addition to basic pay the selected candidates are entitled to DA, HRA, Medical benefit, CPF, Gratuity, etc. as per Company's rules.
- ii. The company's car, Mobile Phone, Landline Telephone and Laptop will also be provided for official use.

3. Candidates possessing the following pre-requisites **as on 12.02.2013** are eligible to apply.

Post Code	Post Name	Educational Qualification	Experience
01	Executive Director (Trans)	Bachelors Degree in Electrical Engineering / Technology	15 years experience in Power Sector. At least 5 years should have been in a high responsibility in Power Transmission in a position of Superintending Engineer & above out of which 1 year as a Chief Engineer (Trans)
02	Chief Engineer (Trans)	Bachelors Degree in Electrical Engineering / Technology	15 years experience in Power Sector. Out of which at least 5 years in the area of Power Transmission 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.

Note:

- i. A Degree 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. The departmental candidates of MSETCL possessing Degree in Engineering/Technology in any other discipline and who fulfill the condition of required experience will be considered provided that they will have to appear for In-basket exercise, Group Discussion, Personal Interview, etc. consisting of syllabus of Electrical Engineering and compete along with other candidates.
- iii. Equivalency of outside candidates will be compared / decided on the basis of gross emoluments drawn and job responsibilities.

4. Age Limit as on 12.02.2013:-

Name of the post	Age limit	Relaxation in Upper age limit
Executive Director (Trans)	52 years	-
Chief Engineer (Trans)	45 years	5 years

- i. The upper age limit for departmental candidates (only in MSETCL) is 57 years.
- ii. Date of birth as per SSC/School leaving certificate and age as on **12.02.2013** should be mentioned.

5. Period of Contract for the post of Executive Director (Trans):

The appointment shall be on contract basis for a period of 3 years or till attaining the age of 58 years whichever is earlier. The contract is renewable every year on the basis of performance of the individual.

6. Reservation:-

- i. 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.
- ii. Candidates claiming the benefit of reservation under backward class category should produce a caste certificate alongwith application. They will also enclose an attested copy of **caste validity certificate** issued by the Caste Scrutiny Committee if available with them. However, the candidate who applied without submitting Caste Validity Certificate, if selected, an appointment order will be issued to him as per the provisions/directives prescribed in G.R. of Govt. of Maharashtra vide **बीसीसी-२००९ / प्र.क्र.२९९/०९ / १६-ब दि. ०५.११.२००९** read with GR No. **बीसीसी-२०११/प्र.क्र.१०६४/२०११/१६-ब दि. १२.१२.२०११.**
- iii. The caste certificate issued by appropriate Competent Authority of **Maharashtra State only** will be considered as valid for availing the benefit of reservation including application fees.

- iv. The candidates should be **domicile of Maharashtra State** and should be of the **Categories** notified by the Maharashtra State.
- v. Those reserved category candidates who have applied as Open category for the post of **Executive Director (Trans)** & compete with the Open category candidates will be treated as Open category candidate for the purpose of recruitment/selection process. However, if any such departmental reserved category candidate who have entered in MSEB / MSETCL by taking the benefit of reservation earlier, he/she will have to submit the caste certificate & caste validity certificate from Competent Authority before appointment, if selected even though he/she may be applying under Open category against this advertisement.
- vi. Once the caste is notified in application form, it cannot be changed at any stage later on.

8. **Methodology of Selection:**

- i. The candidates will be shortlisted for selection process taking into consideration the qualification, experience, Age, Job Responsibilities, etc. as mentioned above.
- ii. Normally Competency Mapping Test will be conducted for selection process which will comprise of In-Basket Exercises, Group Discussion, Case Discussion, Presentation Skill, Personal Interview, etc. The candidates will be shortlisted for presentation skill & personal interview taking into consideration their performance in the In-Basket Exercises, Group Discussion, & Case Discussion, etc.
- iii. However, which selection procedure 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.
- iv. The lists of candidates whose applications have been shortlisted for selection process will be made available on the website of the Company. Call letters of such shortlisted candidates will be forwarded through e-mail only on the email ID mentioned in the application form.
- v. The candidates will be short listed for Presentation Skill and Personal Interviews on the basis of performance reflected in the In-Basket Exercise, Group Discussion & Case Discussion, etc. And taking into consideration of the overall performance reflected in all these assessments, the final select list will be prepared.
- vi. The list of finally selected candidates will also be displayed on the website.

7. **Application Fee:-**

Post Code	Name of the post	Fees
01	Executive Director (Trans)	Rs. 600/-
02	Chief Engineer (Trans)	Rs. 300/-

- i. Candidates shall furnish **Demand Draft/Pay Order** towards application fee of the value as applicable to them, payable to the “**Maharashtra State Electricity Transmission Company Ltd., Mumbai**” drawn on any **Nationalized Bank payable at Mumbai**. The candidate should write his Full Name, Post Code & Post Applied on the backside of Demand Draft/Pay Order. **Fees in the form of Cheque/Postal Order/Money order/Cash or any other form other than DD /Pay Order will not be accepted.**
- ii. In case candidate pay lesser fees than applicable fee; shall be held not eligible.
- iii. The fees once paid will not be refunded for any reason.

8. How to apply:

- i. Application must be submitted in the Proforma given in the advertisement and on Company's web site i.e. www.mahatransco.in in same order preferably typewritten on fullsize paper. All items of the application should be filled in properly.
- ii. The envelope containing duly filled in and signed application, DD/Pay Order and copies of testimonials should be superscribed as **“Application for the post of _____(Post Name) – Advt. No. 01/2013”**
- iii. Application duly filled in & signed, Original Demand Draft/Pay Order and attested copies of certificates in support of age, qualifications, experience, etc. should be sent/submitted well in advance to **“The Chief General Manager (HR), Plot No, C-19, Prakashganga, 7th floor, HR Department, Bandra-Kurla Complex, Bandra (E), Mumbai-400051”** to reach on or before **12.02.2013**.
- iv. The departmental employees of the MSETCL, applying against this Advertisement should also send/submit their applications well in advance to **“The Chief General Manager (HR), Plot No, C-19, Prakashganga, 7th floor, HR Department, Bandra-Kurla Complex, Bandra (E), Mumbai-400051”** to reach on or before **12.02.2013** (They need not submit it through proper channel).
- v. Candidates are advised to keep one set (photo copy) of all the documents (including copy of application form, DD) with them as a proof.
- vi. Applications received after due date (for whatsoever reason) shall not be entertained. The Company is not responsible for postal delay or non receipt of application within stipulated time. No correspondence in this regard will be entertained.
- vii. Incomplete application, application without signature & without Original Demand Draft/Pay Order and those not supported by attested copies of relevant certificates are liable to be summarily rejected. Copies of certificates should be duly attested from the Govt. Gazetted Officer / Principal of Colleges / Post Master.
- viii. While applying for the post, if required, candidates may attach a separate sheet duly signed in the same format as given in the application form showing the detailed experience such as name of Organization / Company, number of employees, annual turnover, designation/post held, nature of work, etc for various places of working indicating specific period therein.
- ix. Any request for change of address and enclosing supporting documents later on will not be entertained.

9. Important Dates:

Last Date of Receipt of applications	12.02.2013
Tentative Date of Selection Process through Competency Mapping Tests	March-2013

GENERAL CONDITIONS

- 1) Before filling up the application form, candidates should first ensure that they fulfill all eligibility criteria as mentioned in the advertisement. Their admission to all the stages of the recruitment process will be purely provisional subject to verification & satisfying the prescribed eligibility criteria mentioned in this advertisement.
- 2) Candidate must be an **Indian Citizen**.
- 3) Pre-requisites are minimum and mere possession of the same does not entitle the candidate to be called for Selection process.
- 4) If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified at any stage of recruitment process and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- 5) The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.
- 6) The selection of Departmental candidates 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 representation will be entertained.
- 7) The recruitment in MSETCL is done strictly as per merit. Canvassing in any form will disqualify a candidate.
- 8) Any request for change of address and enclosing supporting documents later on will not be entertained.
- 9) 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.
- 10) The candidate should have adequate knowledge of **Marathi**.
- 11) **Employees working in Govt. / Semi. Govt. Undertaking will have to produce No Objection Certificate at the time of Competency Mapping Test or Reliving Order at the time of Joining, if selected.**
- 12) The medium for the selection process will be **English**.
- 13) 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.

Date: **22.01.2013**

Chief General Manager (HR)

11. Educational Qualifications: (Attach attested certificates):

Name of the Exam. Passed (Degree and onwards)	Name of Institute/University	Year of passing	% of Marks	Division/Grade

***12. a) Experience as on 12.02.2013: Details of posts held from time to time:
(Start from present employer)**

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

*** If required, you may attach separate sheet of the above format. The sheet must be signed by the candidate.**

*** b) Specific work experience (Out of above total experience):-** Candidates are required to mention the specific work experience in the senior Management level post:

- Superintending Engineer and above level in case of application for the post of ED (Trans).
- OR
- Executive Engineer and above in case of application for the post of CE (Trans).

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

***If required, you may attach separate sheet of the above format. The sheet must be signed by the candidate.**

13. Full address of present Office / Department:

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14. Present Designation: _____

15. Present Scale of Pay:

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16. Present Gross Emoluments (Specify Basic Pay, D.A., Other Allowances etc. excluding perquisites):

Basic Pay	DA	Details of other allowances		Total (1+2+4)
		Allowance	Amount	
(1)	(2)	(3)	(4)	(5)
		a)		
		b)		
		c)		

17. Details of affiliation with Professional Bodies/Institution/Society:

Name of the Body	Membership No.	Since When

18. List of Publications / academic honours received:

DECLARATION

I declare that all the above information and particulars are correct and that I will stand disqualified if any information is found to be incorrect at any stage.

I declare that I have _____ Number of living children as on today, out of which no. of children born after **28.03.2005** is _____. I am aware that if any total numbers of living children are more than two due to the children born after **28.03.2006**, I am liable to be disqualified for the post applied.

I declare that I am ready to serve anywhere in the Company.

I undertake to abide by all the conditions & methodology of selection mentioned in the advertisement.

Place: _____

Date: _____

Signature
Full Name _____

15. <u>Check List :</u>	Write <u>Yes or No</u> (whichever is applicable)
(i) Whether attested copies of following documents are attached:	
(a) S. S. C. / School leaving certificate for Date of Birth	
(b) Mark sheet of Degree/Post Graduate Degree etc.	
(c) Degree/Provisional Degree Certificate in support of educational Qualifications.	
(d) Experience certificates indicating job responsibilities and date of joining and relief (As per experience mentioned in application form)	
(e) Caste Certificate	
(f) Caste Validity Certificate	
(ii) Original D.D./Pay Order in favour of “Maharashtra State Electricity Transmission Co. Ltd., Mumbai” , payable at Mumbai on any Nationalised Bank for appropriate amount.	
(iii) Full Name, Post Code & Post Applied at the backside of Demand Draft/Pay order is written	
(iv) Signed declaration (Given in the advertisement).	
(v) Pasted recent photograph at appropriate place & signed across in full	
(vi) Whether a sheet showing details of experience is attached	
Signature:_____	
Full Name:_____	