



**ADVERTISEMENT NO. MSEBHCL 02/2019**  
**ADVERTISEMENT FOR THE POST OF DIRECTOR (HUMAN RESOURCE)**

The MSEB Holding Company for its subsidiary company namely **Maharashtra State Electricity Distribution Company Ltd. (MSEDCL)** requires to fill in position of **Director (Human Resource)** amongst experienced, talented power sector professionals with impeccable performance history and observable leadership traits.

This position is at the Board level and the incumbent shall report to the Chairman & Managing Director.

Desired Educational Qualification & Experience
<p><b><u>Director (Human Resource)</u></b></p> <p><b><u>Qualification:</u></b> Post Graduate Degree in Business Administration (MBA) <u>OR</u> Management Studies (MMS) <u>OR</u> Personnel Management (MPM) with specialization in Human Resource Management/Development/Personnel Management or Master of Social Work (MSW)/Master in Labour Studies (MLS) or equivalent management qualification in HR/ Personnel Management from a University recognized by UGC or Institute approved by AICTE.</p> <p><b><u>Experience :</u></b> Must possess 15 years experience in the post of pay-group I category and working in the capacity of not less than one rank below Board of Directors in power sector <u>OR</u> in the Administration &amp; Establishment in Government Department/ Company/ Organisation. The qualifications and experience may be relaxed by Competent Authority in deserving cases.</p> <p>Note: For IAS Officers, the prescribed qualification and experience for this post is not required.</p>

**Age limit:**

Minimum age - 45 years  
Maximum age - 58 year. ( The age may be relaxed in deserving candidates from MSEDCL/State/Central Government not below the rank of Dy. Secretary)

**Deputation:**

The officers working in Central / State Government and in Central / State PSUs possessing desired qualification & experience can be considered for selection on deputation basis. They should submit their applications through proper channel as per Format "A" & "B".

**For above position:**

Applicant should possess effective communication, analytical & problem solving skills, good employee management skills and effective leadership qualities with strong customer service orientations.

**Compensation:**

The compensation for above post shall be largely comparable to that offered by similar sized PSUs. However, the same is negotiable.

In case of candidates on deputation from Govt / PSUs, the remuneration will be in accordance with the normal rules of deputation applicable in such cases.

**Duration:**

The position is for contract / deputation of duration of 3 (Three) years or upto the age of 60 years, whichever is earlier, with the condition of performance review at the end of each year linked with the review of contract.

**Residential Accommodation:**

Unfurnished accommodation can be provided by the Company at a concessional rent subject to availability. In case accommodation is not provided, HRA at the rate applicable to the company employees shall be paid.

The profile of the Company, advertisement and format of application is available on the Website: [www.mahadiscom.in](http://www.mahadiscom.in).

The applications received after due date will not be considered. The Company will not be responsible for postal delay/courier delay. The applications not in prescribed format, not supported with requisite copies of testimonials/documents in support of Educational qualification, experience and key skill requirement will not be considered. The Bio-data/resumes of the outside employment agencies will not be considered.

If you are the one who is looking for and interested in making a career in power sector in Maharashtra, then post your application in the **prescribed format** at the address given below on or before **18/02/2019**.

NB: In case sending by post, please write **“APPLICATION FOR THE POST OF DIRECTOR (HUMAN RESOURCE), MSEDCL”** on top of the envelope.

**Address for sending applications:**

The Chief General Manager (HR)  
MSEBHCL, Prakashgad, 4<sup>th</sup> floor  
Prof. Anant Kanekar Marg, Station Road  
Bandra (East), Mumbai – 400 051.  
Tel.No.022- 26474211 Extn 3547.

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# FORMAT OF APPLICATION FOR THE POST OF DIRECTOR (HUMAN RESOURCE)

## PART- A

### A) PERSONAL INFORMATION

1.	Name in full																																	
2.	Whether currently (✓)	Working										Retired																						
3	Present Designation: (In case of retired persons, post held at the time of retirement)																																	
4	Office /Department																																	
5	Scale of Pay																																	
6	Date of Birth	D	D	-	M	M	-	Y	Y	Y	Y																							
7	Age as on the last date of submission of application ( 18/02/2019)	____ Years ____ Months ____ Days																																
8	Nationality																																	
9	Whether belonging to Backward category (✓)	Yes										No																						
10	[SC/ST/VJ(A)/NT(B)/NT(C)/NT(D)/SBC/OBC]																																	
11	Full Address (Office)																																	
	Tel No																																	
	Mob No																																	
	Email																																	
	Residence																																	
	Tel No																																	
	Mob No																																	
	Email																																	
12	Present Emoluments or last emoluments in case of retired person																																	
	Basic Pay	Rs																																
	Dearness Pay / allowance	Rs																																
	Special Pay if any	Rs																																
	H.R.A	Rs																																
	Other Allowances	Rs																																
	Total	Rs																																



**F) List of Publication / Academic honors received:**


**G) Whether facing any Charge sheet for the criminal offences in any of the court or any FIR for criminal offence is registered against you in any of the police station. : YES / NO**

If Yes, give details:

**H) If selected, minimum time required for joining the post :**

**I) Any other information :**


**Date :**

**Place :**

**Signature**

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

**PART - B**  
**( Incase of Deputation )**

**Name of the Organization:**

It is certified that:

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

Organisation Ref. No.Date:

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

Date :

Place :

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