

No. 7/73/2011-PESB
Government of India
Public Enterprises Selection Board
(Department of Personnel & Training)

Block No. 14, CGO Complex, PE Bhavan
New Delhi – 110003. Dated the 12th January, 2012

Sub: **Selection for the post of DIRECTOR (P&A), SHIPPING CORPORATION OF INDIA LIMITED (SCI) in schedule "A" CPSE**

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Director(P&A), Shipping Corporation of India Limited** in schedule "A" of the CPSE, the scale of pay of the post being **Rs. 75,000-1,00,000/-(Revised)** A copy of the job description for the post is enclosed.

2. It is requested that names of candidates seniority-wise who are found suitable for the said post as per the requirements indicated in the job description alongwith their up-to-date bio-data (in the prescribed form) duly endorsed may kindly be forwarded to PESB by **15th March, 2012.** It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready alongwith their latest vigilance profile **[(i) penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc.]** to be furnished as and when the selection meeting is scheduled.

3. In case the relevant details are not received within the stipulated time, it will be assumed that there are no eligible candidates to be sponsored for the post.

(VEDANTAM GIRI)
DIRECTOR
T.No.24362936

1. All Chief Executives of other Central PSUs (including subsidiaries) for circulation among the eligible candidates.
2. All Chief Secretaries of State Govt.s /UT's (for circulating the vacancy among Govt.Officers and State PSU's)

No. 7/73 /2011-PESB
भारत सरकार
Government of India
लोक उद्यम चयन बोर्ड
Public Enterprises Selection Board
(कार्मिक एवं प्रशिक्षण विभाग)
(Department of Personnel and Training)
Block No.14, C.G.O. Complex, Lodhi Road
New Delhi - 110003

पी.एस.यू. का नाम	: शिपिंग कॉर्पोरेशन ऑफ इंडिया लि.
NAME OF THE PSU	SHIPPING CORPORATION OF INDIA LTD. (SCI)
पद का नाम	: निदेशक (कार्मिक एवं प्रशासन)
NAME OF THE POST	DIRECTOR (PERSONNEL & ADMINISTRATION)
रिक्ति की तारीख	: 01 - 01 - 2013
DATE OF VACANCY	
सी.पी.एस.ई. की अनुसूची	: 'A' / 'ए'
SCHEDULE OF THE CPSE	
पद का वेतनमान	: Rs. 75000—100000/- (Revised / संशोधित)
SCALE OF THE POST	

1. COMPANY PROFILE:

The Shipping Corporation of India Limited (SCI) was incorporated under Indian Companies Act, 1956 by amalgamation of Eastern Shipping Corporation and Western Shipping Corporation with the objective to serve India's overseas and costal sea born trades as its primary flag carrier and be an important player in the filed of global maritime transportation as also in diverse fields like offshore and other marine transport infrastructure. SCI is a schedule-'A'/Navratna CPSE in the Transportation services sector under the administrative control of Department of Shipping, Ministry of Shipping, Road Transport & Highways.

The authorized and paid up capital of the Company was Rs. 450 crores and Rs. 423.45 crores respectively as on March 31, 2010.

Its Registered and Corporate offices are at Mumbai, Maharashtra.

The shareholding of the Government of India in the company is 80.12%.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (P&A) is a member of the Board of Directors and reports to Chairman & Managing Director. He is responsible for maintaining smooth industrial relations, administration and development of human resources of the Company. He should have the vision to develop and implement HR initiatives/strategies to meet committed business needs of the Company.

3. ELIGIBILITY

I. AGE: On the date of occurrence of vacancy:.

(i) Minimum 45 years.

(ii) Not more than 58 years for internal candidates and not more than 57 years for others.

The age of superannuation is 60 years.

II. QUALIFICATION AND EXPERIENCE:

The candidate should be a graduate or equivalent with good academic record from a recognized university/institution with at least two years cumulative experience during the last ten years at a senior level in various aspects of Personnel Management and Human Resources in an organization of repute.

Persons with Post Graduate Degree/Diploma in Personnel Management or Business Administration with Personnel Management/ Industrial Relations as an elective subject from a recognized university or Institute of Management or Degree in Law or Industrial Engineering will have an added advantage. Knowledge of personnel management in shipping/transport industry is desirable.

Provided that minimum qualification is relaxable in the case of internal candidates with sound and adequate background and experience.

III. PAY SCALE/TURNOVER:

(a) Central Public Sector Executives.

Executives holding posts in the pay scale of:

- | | | |
|-------|---|----------------------------|
| (i) | Rs. 7250-8250/- (pre 1.1.1992 scale) | } with
Industrial
DA |
| (ii) | Rs. 9500-11500/- (post 1.1.1992 scale) | |
| (iii) | Rs. 20500-26500/- (post 1.1.1997 scale) | |
| (iv) | Rs. 51300-73000/- (post 1.1.2007 scale) | |
| | or | |
| (v) | Rs.18400-22400 with Central DA.(pre-revised) | |
| (vi) | Rs.37400-67000 with Grade Pay of Rs.10,000/- (Revised 1.1.2006) | |

The minimum length of service required in the eligible scale will be one year for internal candidates, and two years for others as on the date of vacancy.

(b) State Public Sector Executives

Executives working in companies where the annual turnover is in excess of Rs. 100 crore.

(c) Private Sector Executives

In order to apply Private Sector Executives must fulfill all the three criteria listed below:

- (i) they should be working in companies where the annual turnover is in excess of Rs.100 crore;
 - (ii) they should be working in private companies listed on the Stock Exchange; and
 - (iii) they should be working at a Board level position or reporting directly to a director on the Board i.e. one level below Board level.
- (d) Government Officers

Provided that notwithstanding the qualifications and experience prescribed, officers of the level of Joint Secretary in Govt. of India or on equivalent scale of pay or Major General in the Army or equivalent rank in Navy/Air Force, on the date of vacancy will be eligible for consideration on immediate absorption basis.

4. DURATION OF APPOINTMENT

The appointment shall be for a period of five years or upto the date of superannuation whichever is earlier.

5. SUBMISSION OF APPLICATIONS

Prospective candidates from the Central Public Sector and Government officers shall send their applications, through proper channel, in the format at Annexure I.

State Public Sector Executives/Private Sector Executives shall submit their applications, in the format at Annexure II, alongwith

- (i) a write up on the significant contributions made by them during their present/past assignments and their suitability for the post.
- (ii) the annual report for the last audited financial year, or annual turnover figures duly certified by the Company Secretary/CFO.
- (iii) The applications for various categories of the officers are routed through proper channel as follows:
 - a) for Government Servants through Cadre Controlling authority.
 - b) For CMD's/MD's/Director's in CPSE, the concerned administrative Ministry.
 - c) For below Board level in CPSE, the concerned CPSE.
 - d) For CMD/MD in State PSE, State Government.
 - e) State PSE/State Joint Venture, the concerned SPSE

In addition to the above, Private Sector Executives must submit the following documents alongwith the application form.

- (i) Attested copies in support of age and qualifications;
- (ii) Annual Reports of the Company for the last 5 years;
- (iii) Evidence of listing on the Stock Exchange;
- (iv) Evidence of working at Board level or reporting directly to a director on the Board i.e. one level below Board level;
- (v) The details of Job handled in the past with details/particular references.

State Public Sector Executives must route their applications through proper channel.

6. CERTIFICATION BY CANDIDATE

a)Candidate has to submit his/her willingness for the post at the time of interview itself clearly stating that he/she will join the post, if selected. If any candidate, does not initially give his/her willingness, he/she will not be interviewed.

b) If any of the candidates who appeared for the interview and is selected by the PESB, gives his/her unwillingness after the interview is held, but before the appointment is processed, would be debarred for a period of two years for being considered for a Board level post in any PSE other than the one to which the candidate belongs.

c) If any candidate gives his/her unwillingness after the issue of offer of appointment, he/she would be debarred for a period of two years from the date of offer of appointment from being considered for a Board level post in any PSE other than the one to which the candidate belongs.

d) In the above cases, no request for relaxation or otherwise would be entertained.

Annexure-I and Annexure-II may be downloaded from the website of PESB.

Last date of receipt of applications in PESB is 15th March, 2012. No application shall be entertained under any circumstances after the stipulated date. Incomplete applications are liable to be REJECTED.

Board reserves the right to shortlist candidates for interview.

Applications are to be addressed to Dr. P. S. Behuria, Secretary, Public Enterprises Selection Board, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi-110003.

ALL CORRESPONDENCE WITH THE PUBLIC ENTERPRISES SELECTION BOARD SHOULD BE ADDRESSED TO SECRETARY, PUBLIC ENTERPRISES SELECTION BOARD ONLY