

Website: pesb.gov.in  
No.7/18/2010-PESB  
Government of India  
Public Enterprises Selection Board  
Department of Personnel & Training

Block 14, P E Bhavan, CGO Complex,  
Lodhi Road, New Delhi-110 003

Dated: 2<sup>nd</sup> June, 2010

**Subject: Selection for the post of Director (Personnel) SJVN Limited in Schedule 'A' CPSE.**

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Director (Personnel) SJVN 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 **5<sup>th</sup> August, 2010**. It is also requested that advance action may be taken to keep the ACRs for the 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)  
Deputy Secretary  
Tel: 24362936

To

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.)

**JOB DESCRIPTION**

NAME OF THE PSU : **SJVN LIMITED**  
NAME OF THE POST : **DIRECTOR (PERSONNEL)**  
DATE OF VACANCY : 01.03.2011  
SCHEDULE OF THE CPSE : "A"  
SCALE OF THE POST : Rs.75, 000-1, 00,000/- (Revised)

**1. COMPANY PROFILE:**

SJVN LIMITED was incorporated under the Indian Companies Act 1956 as a Joint Venture of the Government of India and Government of Himachal Pradesh, with the objective to develop Hydro-electric Power projects in India and abroad optimally and economically. The present installed capacity of SJVNL is 1500 MW. The capacity addition under execution by the Corporation is of 3588 MW (412 MW – under development and 3176 MW under investigation/implementation). SJVNL is a Schedule 'A' Mini Ratna CPSE in Power Generation sector under the administrative control of Ministry of Power.

Its Registered and Corporate offices are at New Shimla, Himachal Pradesh.

The authorized and paid up capital of the Company is Rs.7,000 crores and Rs. 4,108.81 crores respectively as on March, 2010.

Shareholding of the Government of India is 75%.

**2. JOB DESCRIPTION AND RESPONSIBILITIES:**

Director (Personnel) is a member of the Board of Directors and reports to Chairman and Managing Director. He is overall incharge of coordinating and implementing personnel and industrial relations policies, management functions, administrative control etc. in the organisation.

**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.
- (iii) The age of superannuation is 60 years.

## II. QUALIFICATION AND EXPERIENCE

The incumbent should be a graduate with good academic record from a recognized university. The candidate should have at least two years cumulative experience during the last ten years in the Human Resources/Personnel Department at a senior level 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 will have an added advantage.

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<br>Industrial<br>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 with adequate experience in the relevant field 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.

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

**Last date of receipt of applications in PESB is 5<sup>th</sup> August 2010. 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**

SJVNL-PERS..