

No. : 7/86/2019-PESB

भारत सरकार
Government of India
कार्मिक एवं प्रशिक्षण विभाग
Department of Personnel & Training
(लोक उद्यम चयन बोर्ड)
(Public Enterprises Selection Board)

ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड

Block No.14, C.G.O. Complex, Lodhi Road

नई दिल्ली / New Delhi- 110003

Dated : 17/12/2019

सी. पी. एस. ई. का नाम NAME OF THE CPSE	EdCIL (India) Ltd.
पद का नाम NAME OF THE POST	Director(Business Development)
रिक्ति की तारीख DATE OF VACANCY	08/08/2019
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule C
पद का वेतनमान SCALE OF THE POST	Rs. 120000-280000 (IDA)

I. COMPANY PROFILE

EdCIL (India) Limited was incorporated under the Companies Act 1956 in 1981 primarily to provide education project management and consultancy services, nationally and internationally. The company presently operates in the areas of edu-technology, advisory, infrastructure, procurement and online testing services to enable education/ Govt. entities to achieve excellence and to promote Indian education abroad. EdCIL(India) Limited is a schedule 'C' Miniratna category-1 CPSE' offering consultancy and technology services in different areas of Education and Human Resource Development. The Company offers an array of consultancy and turnkey project implementation services in the field of education and Human Resource Development with the administrative jurisdiction of Ministry of Human Resource Development, Department of Higher Education.

The company employed 116 regular employees (Executive 77, Non-executives 39) as on 31.03.2019.

Its Registered office is in New Delhi and Corporate Office is at Noida, UP.

The authorized and paid-up capital of the Company was Rs. 20 crores and Rs. 10 crores respectively as on 31.03.2019.

The turnover of the company for the financial year 2018-19 was Rs. 317.26 crores.

The shareholding of the Government of India in the Company is 100% as on 31.03.2019.

II. JOB DESCRIPTION AND RESPONSIBILITIES

Director (Business Development) is a member of Board of Directors and reports to Chairman and Managing Director. He is overall incharge of the following:

- To create and implement business development strategies dovetailing with the Company's medium- term growth strategy.
- Conduct market research and analysis to create detailed business plans on, expansion, building alliances and partnerships.
- Understand the requirements of existing clients to ensure their needs are being met.
- Create new digital education products for a scalable market having high impact on the sector.
- Create and maintain the product development roadmap, in strong collaboration with the business development and the respective vertical heads.
- Oversee the process of alliance partner and vendor development/ selection to support business development of the company.
- Acquire new customers, build alliances, alliance partners engagement and manage client relationships (new and existing).
- Lead the overall business verticals and coordinate with diverse teams (e.g. digital education, study in India, Online Testing and Assessment, Advisory Services, Education Procurement Services and Operations.
- Liaise with senior government functionaries, Directors of other CPSEs and autonomous bodies/ key stakeholders.
- Oversee procurement functions of services and products to meet the client requirement for achieving targeted growth of the company.
- Monitor performance of business activities using key metrics and present before the Board.
- Represent company in various sub-committees on Board (e.g. Audit, CSR etc.), MHRD's subcommittees and business forums.

III. ELIGIBILITY

1. **AGE** : On the date of occurrence of vacancy (DOV)

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40	2 years of residual service as on the date of vacancy w.r.t. the date of superannuation.	40	3 years of residual service as on the date of vacancy w.r.t. the date of superannuation.

2. EMPLOYMENT STATUS:

The applicant must, on the date of application, as well as on the date of interview, be employed in a regular capacity – and **not** in a contractual/ad-hoc capacity – in one of the followings:-

(a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);

(b) Central Government including the Armed Forces of the Union and All India Services;

(c) State Public Sector Enterprise (SPSE) where the annual turnover is *Rs 500 crore or more;

(d) Private Sector in company where the annual turnover is *Rs 500 crore or more.

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits)

3. QUALIFICATION:

The applicant should be a graduate with good academic record from a recognized University/ Institute.

Applicants with MBA/ PGDM qualifications will have added advantage.

4. EXPERIENCE:

The applicant should have at least two years marketing/ business development experience during the last ten years in an organisation of repute.

Experience in education/ knowledge management sector is desirable.

5. PAY SCALE/ RANK/ LEVEL:

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

(a) Applicants from CPSEs should be working in the following or a higher pay scale:

Eligible Scale of Pay

- (i) Rs. 5550-6870 (IDA) Pre 01/01/1992
- (ii) Rs. 7500-9900 (IDA) Post 01/01/1992
- (iii) Rs. 17500-22300 (IDA) Post 01/01/1997
- (iv) Rs. 36600-62000 (IDA) Post 01/01/2007
- (v) Rs. 90000-240000 (IDA) Post 01/01/2017
- (vi) Rs. 12000-16500 (CDA) Pre-revised
- (vii) Rs. 15600-39100 + GP 7600 (CDA)
- (viii) Rs. 78800-209200 (Level 12) CDA

(b)

(i) Applicants from Central Govt. / All India Services should be holding a post of the level of Deputy Secretary in Govt. of India or carrying equivalent scale of pay.

(ii) Applicants from the Armed forces of the Union should be holding a post of the level of Lieutenant Colonel in the Army or equivalent rank in Navy/Air Force.

(c)

Applicants from State Public Sector Enterprises/ Private Sector should be working at Board level position or at least a post of the level immediately below the Board level.

6. CONDITION OF IMMEDIATE ABSORPTION FOR CENTRAL GOVERNMENT OFFICERS

Central Government Officers, including those of the Armed Forces of the Union and the All India Services, will be eligible for consideration only on immediate absorption basis.

IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

V. SUBMISSION OF APPLICATIONS

All applicants should send their applications as per the format .

1. The applicants should submit their applications through proper channel as follows:

- (a) Government Officers, including those of the Armed Forces of the Union and All India Services: through Cadre Controlling authority;
- (b) CMDs/MDs/Functional Directors in CPSE: through the concerned Administrative Ministry;
- (c) Below Board level in CPSE: through the concerned CPSE;
- (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Government;
- (e) Below Board level in SPSE: through the concerned SPSE;
- (f) Private Sector: directly to the PESB.

2. Applicants from Private Sector must submit the following documents along with the application form:

- (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (please provide URL or attach/enclose copies);
- (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose copies);
- (c) Evidence of working at Board level or at least a post of the level immediately below the Board level;
- (d) Self-attested copies of documents in support of age and qualifications;
- (e) Relevant Jobs handled in the past with details.

VI. UNDERTAKING BY THE APPLICANT

An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected. If an applicant does not give such undertaking, the application would be rejected.

1. For candidates from Central Government/Armed Forces of the Union/ All India Services

- (a) The appointment is on immediate absorption basis.
- (b) If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.
- (c) Further, if a candidate conveys his/her unwillingness to join 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 for being considered for a Board level post in any CPSE.

2. For candidates from CPSE

- a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.
- b. Further, if a candidate conveys his/her unwillingness to join 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 for being considered for a Board level post in any CPSE other than the one to which the candidate belongs.

3. For candidates from SPSE/ Private Sector

- a. If a candidate conveys his/her unwillingness to join after the interview is held, he/she would

be debarred for a period of two years from the date of interview, for being considered for a Board level post in any CPSE.

b. Further, if a candidate conveys his/her unwillingness to join 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 for being considered for a Board level post in any CPSE.

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

VII. THE APPLICANTS CAN EITHER

(a) fill up the Application Form online against this Job Description on the website of PESB - <https://pesb.gov.in/> and thereafter forward it online, as specified in para V(1);

Or

(b) fill up the Application Form online against this Job Description on the website of PESB - <https://pesb.gov.in/>, take a printout and send it offline, as specified in para V(1).

Last time/date of receipt of complete application duly forwarded to PESB is **by 15.00 hours on 07/02/2020**. No application shall be entertained under any circumstances after the stipulated time/date. Incomplete applications and applications received after the stipulated time/date shall be REJECTED. Board reserves the right to shortlist applicants for interview.

Applications are to be addressed to

Smt Kimbuong Kipgen

Secretary,

Public Enterprises Selection Board, Public Enterprises Bhawan,

BlockNo. 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.