

No. : 7/108/2019-PESB

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

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ब्लॉक संख्या 14, सी.जी.ओ. कॉम्प्लेक्स, लोदी रोड  
 Block No.14, C.G.O. Complex, Lodhi Road  
 नई दिल्ली / New Delhi- 110003  
 Dated : 09/03/2020

सी. पी. एस. ई. का नाम NAME OF THE CPSE	National Aluminium Company Limited
पद का नाम NAME OF THE POST	Director(Commercial)
रिक्ति की तारीख DATE OF VACANCY	01/03/2021
सी. पी. एस. ई. की अनुसूची SCHEDULE OF THE CPSE	Schedule A
पद का वेतनमान SCALE OF THE POST	Rs. 180000-340000 (IDA)

## I. COMPANY PROFILE

National Aluminium Company Limited (NALCO) was incorporated under the Companies Act, 1956 with the objective to be a premier Aluminium producing company of global repute. NALCO is engaged in mining of Bauxite and manufacture of Alumina and Aluminum. The product portfolio includes, Smelter grade Alumina, Aluminium ingots, rolled products, wire rods and billets. NALCO is a consistently profit making, Navratna CPSE with the administrative jurisdiction of Ministry of Mines.

The company employed 6496 regular employees (Executives: 1782, Non-Executives: 4714) as on 31.3.2019.

The authorized and paid up capital of the Company was Rs. 3000 Crores and Rs. 932.81 Crores respectively as on 31.03.2019.

Its Registered and Corporate office is at Bhubaneswar, Odisha.

The shareholding of the Government of India in the company is 51.99% as on 31.03 2019.

## II. JOB DESCRIPTION AND RESPONSIBILITIES

Director(Commercial) is a member of the Board of Directors and reports to the Chairman and Managing Director. Director (Commercial) is responsible for overall supervision, coordination and direction of Marketing activities for domestic as well as international markets and Material Management including Logistic activities of the company. He/she is responsible for formulation of

commercial policies and ensuring their implementation.

### III. ELIGIBILITY

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

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
45	2 years residual service as on the date of vacancy w.r.t. the date of superannuation.	45	3 years 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 following :-

- Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- Central Government including the Armed Forces of the Union and All India Services;
- State Public Sector Enterprise (SPSE) where the annual turnover is **\*Rs 5,000 crore or more**;
- Private Sector in company where the annual turnover is **\*Rs 5,000 crore or more**.

**Preference would be given to candidates for listed companies.**

*(\* 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.

Persons with Technical qualifications and/ or MBA with specialization in marketing discipline will have added advantage.

#### 4. EXPERIENCE:

The applicant should have at least five years cumulative marketing experience during the last ten years in an organization of repute.

Experience in Market Research, Product Development, Sales Forecasting and Planning in Minerals and Metal Industry will be an added advantage.

#### 5. PAY SCALE:

##### (a) Central Public Sector Enterprises-

##### Eligible Scale of Pay

- Rs. 7250-8250 (IDA) Pre 01/01/1992
- Rs. 9500-11500 (IDA) Post 01/01/1992
- Rs. 20500-26500 (IDA) Post 01/01/1997

- (iv) Rs. 51300-73000 (IDA) Post 01/01/2007
- (v) Rs. 120000-280000 (IDA) Post 01.01.2017
- (vi) Rs. 18400-22400 (CDA) Pre-revised post 01.01.1996
- (vii) Rs. 37400-67000 + GP 10000 (CDA) post 01.01.2006
- (viii) Rs. 144200-218200 (Level 14) CDA post 01.01.2016

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)**

**(i) Applicants from Central Government / All India Services** should be holding a post of the level of Joint Secretary in Government of India or carrying equivalent scale of pay on the date of application.

**(ii) Applicants from the Armed forces of the Union** should be holding a post of the level of Major General in the Army or equivalent rank in Navy/Air Force on the date of application.

**(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 on the date of application.

**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, 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) The 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 - <http://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 - <http://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 18/05/2020**. 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.**