

No.11/ 17/08-PG  
Government of India  
Ministry of Power  
.....

New Delhi, Dated the <sup>23<sup>rd</sup></sup> July, 2008.

To

1. The Chief Secretary  
All State Governments and UTs
- 2 The Chairperson  
Central Electricity Authority  
New Delhi
3. The CMDs  
All PSUs under the administrative control of Ministry of Power

Subject : Filling up the post of Director (Personnel) in Power Grid Corporation of India Ltd. PGCIL in Schedule 'B' Scale of Pay of Rs.25750-650-30950

Sir,

I am directed to forward herewith a copy of the job description for the post of Director (Personnel), PGCIL in Schedule 'B' Scale of Pay of Rs.25750-650-30950.

It is requested that the applications/bio data of the suitable candidates (seniority-wise) in the prescribed format along with their up-to-date ACRs for the last 5 years, along with latest vigilance profile ((i)penalty imposed, if any during the last 10 years (ii) details of disciplinary action initiated/being initiated if any, etc penalty imposed, if any, may be forwarded to the undersigned before 10<sup>th</sup> September, 2008.

Yours faithfully,

  
(K.V. Gopala Rao)

Under Secretary to the Govt. of India  
Tel.No.2373 0264

BY SPEED POST

No.7/46/2008-PESB  
Government of India  
Public Enterprises Selection Board  
(Department of Personnel & Training)

Block No. 14, CGO Complex,

New Delhi, the 7<sup>th</sup> July, 2008.

15 JUL 2008

Sub: Selection for the post of Director (Personnel), Powergrid Corporation of India Ltd. (PGCIL) in schedule "B" scale of pay.

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Director (Personnel), Powergrid Corporation of India Ltd. (PGCIL)** in schedule "B." scale of pay of Rs. 25750-650-30950. 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 15.9.2008. 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)  
DEPUTY SECRETARY  
TEL NO. 24362936

MINISTRY OF POWER  
(SH ANIL RAZDAN, SECRETARY)  
SHARAM SHAKTI BHAVAN  
NEW DELHI

GOVERNMENT OF INDIA  
PUBLIC ENTERPRISES SELECTION BOARD

NAME OF THE PSU : Powergrid Corporation of India Ltd. (PGCIL)  
NAME OF THE POST : Director (Personnel)  
DATE OF VACANCY : 22.02.2008  
SCHEDULE OF THE POST : B  
SCALE OF THE POST : Rs.25750-650-30950

1. COMPANY PROFILE

POWERGRID was incorporated in 1989 under the Indian Companies Act, 1956 with an objective to take over the transmission business including assets and manpower from the power sector undertakings namely, NTPC, NHPC, NEEPCO, NLC NPC, THDC, and CEA. It is a Navratna CPSE under the administrative control of M/o Power.

Its Registered and Corporate offices are in New Delhi and Gurgaon, Haryana respectively.

The authorised and paid up capital of the Corporation was Rs. 10000 crore and Rs. 4208.84 crore during 2007-2008.

The Share holding of the Government of India in the Company is 86.36%.

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.

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. 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 or Degree in Law or Industrial Engineering will have an added advantage. Further he should have adequate experience at a senior level in various aspects of personnel management and industrial relations in an organization of repute.

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 1.1.97 scale)<br>or |                            |
| (iv)  | Rs. 18400-22400 with Central DA          |                            |

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 Executive/Private Sector Executives

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

### (c) 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.

State Public Sector Executives must route their applications through proper channel. Annexure-I and Annexure-II may be downloaded from the website of PESB.

**Last date of receipt of applications in PESB is 15<sup>th</sup> September, 2008. No application shall be entertained under any circumstances after the stipulated date.**

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

PGCIL.PERS

ANNEXURE I

APPLICATION FORM FOR CENTRAL PUBLIC SECTOR EXECUTIVES /GOVT. OFFICERS

[THROUGH PROPER CHANNEL]

1. Name of the post applied for: \_\_\_\_\_

2. Name & Designation of the Applicant (in full) with office address: \_\_\_\_\_  
\_\_\_\_\_

3. Date of Birth \_\_\_\_\_

4. Address \_\_\_\_\_

5. Telephone No. Office \_\_\_\_\_ Residence \_\_\_\_\_ FAX No./Mobile No. \_\_\_\_\_

6. Eligibility criteria:

	As per job description	Possessed by the officer	Whether eligible or not
Educational/professional qualifications			
Age on the date of vacancy			
Pay Scale of the post held			
Length of service in eligible pay scale			

7. Positions held during the preceding ten years:-

Sl No.	Designation, and place of posting	Organisation	From	To	Pay scale
1.					
2.					
3.					

8. In case the candidate is holding the present post on deputation basis: -

- a) name of the organisation in which the lien held and
- b) the date from which the lien is held.

9. Whether any punishment awarded to the applicant during the last 10 years and also whether any action or inquiry is going on against him as far as his knowledge goes.

(Name and Signature of the applicant)

Date:

(To be filled by the PSU/Ministry /Department concerned)

Certified that the particulars (especially w.r.t. para 9 above) furnished above by the candidate are found to be correct as per official records.

Signature & Designation of  
the Competent Forwarding  
Authority with Telephone No. & Office seal.