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Advertisement No 06/2009

**MAHARASHTRA STATE POWER GENERATION COMPANY LIMITED
INVITES APPLICATIONS FOR THE FOLLOWING POST.**

- 1) **Name of the Post** :- Chief General Manager (HR)
- 2) **No of Vacancy** :- 01
- 3) **Reservation** :- Open
- 4) **Pay Scale** :- Rs. 17000-720-32840 (Under revision)
- 5) **Qualification as on 15/05/2009 :-**
Essential :- Degree in Arts, Science, Commerce, Engg or equivalent and MBA or equivalent in Personnel Management / Human Resource Management from recognised University.
Desirable :- Degree in Law / Labour from recognised Institutions.
Note-: Qualification may be relaxed in case of candidates on deputation or candidates from M.S.E.B. successor companies
- 6) **Experience as on 15/05/2009 :-** Administrative experience of at least 12 yrs. in a Govt./ Semi Govt, Business or Industrial Organisation. (Out of which at least 5yrs. experience in senior Management level.)
- 7) **Age Limit as on 15/05/2009 :-**
Maximum - 53 yrs.
Minimum - 40 yrs.

Note :-

- i) **Upper age limit is not applicable to the departmental employees working in MAHAGENCO.**

CONDITIONS

- 1) Candidates applying for the posts advertised should ensure that they fulfill all eligibility criteria. Their admission at all the stages of the recruitment process will be purely provisional subject to satisfying the prescribed eligibility criteria mentioned in this advertisement. Company will take up verification of eligibility conditions with reference to original documents at the time of interview.
- 2) The candidates will have to appear for Personal Interviews at Mumbai. The list of candidates called for interview & date of interview will be displayed on Company website i.e. www.mahagenco.in
- 3) The list of selected candidates will be published on the Company's website i.e. www.mahagenco.in.

GENERAL CONDITIONS

- (a) Prescribed qualifications are minimum and mere possession of the same does not entitle the candidate to be called for Personal Interview.
- (b) Knowledge of "**Marathi**" is essential.
- (c) In addition to basic pay, the selected candidates are entitled to DA, HRA, Medical Benefit, Leave Encashment, CPF and Gratuity etc. as per Company's rules.
- (d) The candidate should ensure that he/she fulfills the eligibility criteria regarding educational qualification, age, caste etc. & the particulars furnished in the application form are correct in all respect.
- (e) If any false/incorrect information furnished by the candidate is detected at any stage of recruitment process, his/her candidature will not be considered.
- (f) If the candidate knowingly or willfully furnishes incorrect or false particulars or suppresses material information, he/she will be disqualified and if appointed, shall be liable for dismissal from the Company's service without any notice or assigning any reasons whatsoever.
- (g) **The decision of the Company in all matters relating to recruitment shall be final and no individual correspondence will be entertained.**
- (h) The departmental employees of the Company applying against this Advertisement should submit their applications directly to the **General Manager (HR) MSPGCL, 2nd floor Prakashgad Bandra (East) Mumbai-400051** on or before **15/05/2009**. (They need not submit it through proper channel).
- (i) The recruitment in MAHAGENCO is done strictly as per merit in a systematic way. Canvassing in any form will disqualify the candidate.
- (j) Any request for change of address and enclosing supporting documents later on will not be entertained.
- (k) Once the caste is notified in the application form, it cannot be changed at any stage later on.
- (l) The Backward Class candidates who apply against Open category will not be permitted to change the option once exercised at any stage later on.
- (m) **The Company reserves the right to cancel the Advertisement fully or partly on any grounds and such decision of the Company will not be notified or intimated to the candidates.**
- (n) Employees working in Govt./Semi-Govt. Undertaking will have to produce No Objection Certificate from their Employer at the time of Personal Interview.
- (o) The application must be submitted in the Proforma given in the advertisement in the same order preferably typewritten/ computer print on A-4 size paper. All items of the application must be filled in according to instructions given for filling the application form.
- (p) Date of birth as per Secondary School Certificate (SSC) and age as on date 15/05/2009 should be mentioned.

- (q) Candidates shall furnish Demand Draft of the value of **Demand Draft of Rs.350/- having six months validity** payable to the **"Maharashtra State Power Generation Company Limited Mumbai"** drawn on any Nationalized Bank **payable at Mumbai**. The candidate should write his full name, caste, post code no. on the backsifgzde of Demand Draft. **Fees in the form of Postal Orders/Money Order/Cash will not be accepted.**
- (r) Applications duly filled in with attested copies of certificates in support of age, qualifications, experience and caste should be submitted to the **General Manager (HR) MSPGCL, 2nd Floor Prakashgad, Plot no G-9 A.K.Road, Bandra(East) Mumbai-400051** on or before **15/05/2009**.
- (s) Name & Post applied for must be written on the envelope clearly. Incomplete, applications and those not supported by attested copies of certificates (duly attested by Govt. Gazetted Officer/ Principal of Colleges/Post Master) and Demand Drafts, which are not of appropriate value, are liable to be summarily rejected.
- (t) Fees once paid will not be refunded in any circumstances, nor will it be held in reserve for any future recruitment.
- (u) The record with regard to this selection process will be maintained for three months from date declaration of result of this advertisement.

9. Demand Draft details (drawn on Nationalized Bank payable at Mumbai in favour of Maharashtra State Power Generation Co. Ltd.):

Name of Issuing Bank & Branch	Date of Issue	D.D.No. (6 digit)	MICR No. (9 digit)	Amount

10. (a) Educational / Professional Qualifications:
(Attach attested copies of Mark sheets & Degree certificates)

Academic	Degree /P.G. with name of the university /Institution	Year of Passing	Percentage of Marks & Class
Professional			

10 b

Name of Body	Membership No.	Since When

11. Details of Experience (Attach Experience certificate & separate sheet if necessary)

Sr. No.	Name of Organization with no of employees & Turnover	Position Held	Scale of Pay & Gross Emoluments	Period		Total Experience	Nature of job (Responsibilities handled)*
				From	To		
				Total Exp.			

* Attach separate sheet if required

I declare that all the above information and particulars are correct and that I will stand disqualified if any information is found to be incorrect at any stage.

I declare that I have _____(Number) living children as on today, out of which number of children borne after 28/03/2005 is _____. I am aware that if any total number of living children are more than two due to children borne after 28/03/2006, I am liable to be disqualified for the post applied.

I hereby agree that any legal proceedings in respect of any matter(s) or claims or dispute arising out of this application and or out of said advertisement can be instituted by me only at Mumbai and Courts/ Tribunals/Forums at Mumbai only shall have sole and exclusive jurisdiction to try any cause/dispute.

I declare that I am not facing any disciplinary action.

I undertake to abide by all the conditions and General conditions mentioned in the advertisement given by the Company.

Place _____

Date: _____

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Signature

Check List_ :

- (i) Attested copies of following attached:**
- (a) Secondary School Certificate (SSC) for Date of Birth. **Y/N**
- (b) Mark Sheets of Degree examination & Degree/ Provisional Degree
Professional Degree in support of educational qualifications. **Y/N**
- (ii)** D.D. with six month validity in favour of Maharashtra State Power Generation
Company Limited Payable at Mumbai, on any Nationalized Bank for appropriate
amount. **Y/N**
- (iii)** Name, Post at the backside of Demand Draft is written. **Y/N**
- (iv)** Post applied for is to be written on the envelope. **Y/N**
- (v)** Signed the undertaking. **Y/N**
- (vi)** Pasted recent photograph at appropriate place. **Y/N**
- (vii)** Inserting application with D.D. in the envelope. **Y/N**
- (viii)** Attached experience certificate. **Y/N**
