



M.P. POORV KSHETRA VIDYUT VITRAN CO. LTD.

Block No. 7 Shakti Bhawan, Rampur, Jabalpur-482008. (MP)

CIN: U40109MP2002SGC015120 Website: www.mpez.co.in

Phone No. 0761- 2702020, Fax No. 0761-2661219, 2669005

No.MD/EZ/CGM(HR&A)/HR/ WT Director (Comml &Tech)/ 3407 Jabalpur, Date: 30.4.16

**APPOINTMENT FOR THE POST OF WHOLETEIME
DIRECTOR (COMMERCIAL) & DIRECTOR (TECHNICAL)**

M.P. Poorv Kshetra Vidyut Vitaran Company Limited, Jabalpur invites application from the eligible candidates for appointment on the post of Wholetime Director (Commercial) and Wholetime Director (Technical) on the Board of the Company.

The detailed application form and terms and conditions of the selection and appointment can be downloaded from the Company's website www.mpez.co.in

How to Apply:

1. The application is to be submitted in hard copy to The Chief General Manager (HR&A), MPPKVVCL, Jabalpur on the address mentioned below so as to reach his office latest by **31 May 2016 during office hours**. Incomplete applications shall not be considered.
2. Selected candidate will be informed at his/her mail address and will be given seven days time to accept/reject the position.
3. Separate application shall be submitted for each post.

Address for communication:

The Chief General Manager (HR&A)
M.P. Poorv Kshetra Vidyut Vitaran Company Limited,
Block No 7 , 4th Floor, Shakti Bhawan, Rampur
Jabalpur. (MP) Pin 482008

Kindly superscribe the envelope with "Application for the post of Whole time Director (Commercial) / (Technical), as the case may be.

CHIEF GENERAL MANAGER (HR&A)
M.P.P.K.V.V.C.L., JABALPUR

APPLICATION FOR THE POST OF
DIRECTOR(COMMERCIAL)

in MP Poorv Kshetra Vidyut Vitran Co Ltd. Jabalpur

Latest
Passport size
Photograph to
be affixed
here

Note: All fields are mandatory for a complete application form

Personal Details:

Name : _____

Last Name

Middle Name

First Name

Employee Category : Private / Public Sector Undertaking / M.P. Power Utility

Date of Birth _____ Gender _____
(DD/MM/YY)

Age as on 01.01.2016 (in completed years) _____

Permanent Address _____ Designation _____
(Full Address &
Contract No. _____
of Office) _____

Date of Joining _____ Years of Experience _____
Service

Mobile Number _____

Email ID _____

**APPLICATION FOR THE POST OF
DIRECTOR (COMMERCIAL)**

Relevant Work Experience in each organization / Company separately (supported by proof)

1.

<u>Work Experience</u> (Starting from most recent)			
Name of Company / Organization		<hr/> <hr/>	
Years with the Company (Working since):		<hr/>	
Sl.No.	Position	Department	Position
1			
2			
3			
4			
Others			

2.

Name of Company / Organization		<hr/> <hr/>	
Years with the Company (Working since):		<hr/>	
Sl.No.	Position	Department	Position
1			
2			
3			
4			
Others			
Present Pay Scale & Emoluments: <hr/>			

**APPLICATION FOR THE POST OF
DIRECTOR (COMMERCIAL)**

Brief Summary of your work experience:

(Maximum 200 words)

Academic Background :

(List year wise, your academic scores in post graduation, graduation, HSSC & SSC starting from most recent (Should be supported by mark sheet / degree).

Year of Study	Degree	Name of the Institute	CG / Percentage

Achievements :

Why do you want to apply for this position?

(Maximum 200 words)

Declaration

I hereby declare that, the information furnished above is true to the best of my knowledge and belief. Further I hereby declare that no criminal case on moral turpitude / lokayukta case / Vigilance Case is pending / contemplated against me.

Date: _____

Place: _____

Signature

**MAIN TERMS AND CONTIONS OF SELECTION AND APPOINTMENT OF
DIRECTOR(COMMERCIAL) -A WHOLETIME DIRECTOR**

In this document unless otherwise stated 'Company' or 'Organization" as and when used, means MPPKVVCL,Jabalpur M.P.

1. Eligibility Criteria

- i. **Minimum Educational Qualification:** Degree in Engineering, from any institute recognized by AICTE.
- ii. **Age Limit:** He/she should be below 58 years of age as on 01.01.2016.
- iii. The applicant belonging to successor companies of MPSEB should be of the rank of Additional Chief Engineer or above.
- iv. For applicants from Central / State Public Sector Undertakings:-
- v. Any person with 20 years' experience and serving as General Manager and above (in the pay band 4 of 6th Pay Commission) with experience in commercial matters.
- vi. For applicants from private sector:- Total work experience of minimum 20 years in the field of commercial activities including marketing & sales and out of which five years shall be in distribution utilities in power sector/ telecom utility/ gas utility / water utility having annual turnover not less than Rs. One thousand crore in those years.
- vii. Should not have any criminal case on moral turpitude pending against him/her in any court and should be clear from Vigilance angle.
- viii. He/she should not be disqualified under the provisions of section 274 of the Companies Act, 1956.

2. Duration of Deputation or engagement:

- i. 3 years from the date of engagement or attaining the age of 60 years whichever is earlier. Applicants will be eligible for reappointment only for one more time subject to other eligibility conditions and consideration by Selection Committee
- ii. The Director (Commercial), who has not attained age of 60 years shall be eligible for reappointment only for one more time for a further period not exceeding 3 years if the Selection Committee constituted for the purpose considers such re-appointment conducive to the interest of the Company.

3. Location / Department: Corporate office, MPPKVVCL, Jabalpur.

4. Reservation: Reservation roster is not applicable being single post.

5. Compensation:

- i. The post of Director (Commercial) is in the Pay Scale Rs.37400-67000, Grade Pay Rs.10000/-(Pay Band 04 of 6th Pay Commission), with all applicable benefits as per Company policy including DA and HRA.
- ii. For private sector/Central Public Sector Undertaking/State Public Sector Undertaking candidate, the compensation will start from minimum of Pay Scale with Grade Pay Rs 10,000/- and DA ,HRA as per Company policy.
- iii. For applicants from Central/ State Public Sector Undertakings, MP Power Generation Co. Ltd., MP Power Transmission Co. Ltd., MP Power Management Co. Ltd., MP Paschim Kshetra Vidyut Vitaran Co: Ltd., & MP Madhya Kshetra Vidyut Vitaran Co. Ltd., the selected officer will be treated as on deemed deputation with pay protection and Grade pay Rs 10,000/-. For applicants from MP Poorv Kshetra Co. Ltd. the selected officer will get pay protection plus Grade pay Rs 10,000/-.

- iv. In the event of the candidate attaining the age of superannuation in the parent Company, his/her compensation shall be adjusted as last pay drawn minus first pension, till completion of tenure as Director(Commercial).
- v. In case a serving officer of the successor companies of MPSEB is selected for the position and if on completion of tenure as Director (Commercial), the candidate has not attained the age of superannuation, he/she shall return to parent company in his original cadre and in the same scale of pay he/she was drawing prior to selection as Director (Commercial).

6. Holidays and Leave:

The Director (Commercial) shall be entitled for holidays and leave as applicable for the officers of the rank of Executive Director of the Company. However, in case of candidate belonging to Private Sector/Central Public Sector Undertaking/State Public Sector Undertaking or on superannuation from service from Successor Companies of MPSEB, entitlement of leave will be limited to 16 days excluding notified holidays by the Company. In addition, such candidate (belonging to Private Sector/Central Public Sector Undertaking/State Public Sector Undertaking or on superannuation from service from Successor Companies of MPSEB) will also be entitled for 15 days special leave per year.

7. Tour and Travel:

The candidate shall be entitled for traveling and daily allowances as per the rules applicable for the officers of the rank of Executive Director of the Company, while on tour in relation to performance of official duties.

8. Fringe Benefits:

The candidate shall be entitled for concessional electricity tariff facility and CUG mobile charges as applicable for the Officers of the rank of Executive director of the Company. In addition, suitable housing accommodation as admissible to the officer of the rank of Executive director of the Company will be provided to the Director (Commercial) subject to availability of the same on fixed license fee.

9. Lien:

Candidates belonging to Government undertakings/ utilities/ organizations shall carry a lien on their last employment, if not superannuated mid-term.

10. Key areas of Responsibilities:

The Director (Commercial) would be overall in-charge of Commercial operation of the Company and shall directly report to the MD of the Company. His / her responsibilities are broadly defined as under:

- i. Revenue growth in terms of increase in LT and HT CRPU separately.
- ii. Loss reduction activities which shall result in reduction of AT&C losses.
- iii. Effective Metering so as to ensure billing of every unit consumed.
- iv. Improvement in providing services for better Consumer satisfaction including public awareness for using energy efficient appliances with IT applications.
- v. To keep an eye on Regulatory affairs and other matters related to MPERC/open access.
- vi. Effective Energy audit and to make suggestions and plan implementation for bridging the gap between units supplied and units billed.
- vii. Judicious Power procurement and load regulation.
- viii. Shall also be responsible for the duties/ works allocated by MD of the Company from time to time.

11. Code of conduct:

The Director (Commercial) will be required to maintain the highest standard of personal conduct and integrity and comply with all organizational policies. Any violation of these policies and/or M.P.Civil Services (Conduct) Rules 1965 may result in initiation of separation process.

12. Exclusivity of Engagement:

Whilst employed with the Company, the Director (Commercial) will not be permitted to undertake any other employment or engage in any external activities of a commercial nature. On violation of this clause, the appointing authority may initiate separation process.

13. Selection Process:

- i. The applications received shall be short listed based on their eligibility as per Qualification and experience.
- ii. The Short listed candidates may be requested to travel to Jabalpur /Bhopal for their personal interview. Travel expenses shall be reimbursed by the Company on the day of interview by the shortest route up to a maximum fare equivalent to AC 2 tier fare.
- iii. The selection will be done by the Selection Committee as per Article of Association of Company. The decision of the Selection Committee will be final and binding.

14. Separation:

Director (Commercial) may be removed or sent back or his engagement may be terminated before the expiry of the tenure by the appointing authority by giving one month's notice or compensation in lieu of it. Likewise Director (Commercial) can also terminate the engagement by giving one month's notice or one month compensation in lieu of it.

15. Documents:

The candidate has to submit the documents regarding proof of age, experience and original NOC from the present employer wherever applicable.

16. Jurisdiction:

Any disputes arising out of selection process as well as service matters shall be dealt within the jurisdiction of courts situated at Jabalpur.

APPLICATION FOR THE POST OF DIRECTOR (TECHNICAL)
IN M.P.POORV KSHETRA V.V.CO.LTD.

Latest
passport
size photo
to be
affixed here

1. Name - _____
2. Date of Birth
(as per service record) - _____
3. Present Post held - _____
4. Date of superannuation - _____
5. Educational Qualification:

Sl. No.	Degree	College / Institute	Year of Passing	Grade / % of Marks

6. Mobile No. _____ Email ID _____

7. Date of joining in erstwhile MPSEB/ State Electricity Board - _____

8. Posting History:

Sl. No.	Post	From (MM/YY)	To (MM/YY)	Name of Office
1	Assistant Engineer			
2	Executive Engineer			
3	Superintending Engineer			
4	Addl. Chief Engineer			
5	Chief Engineer / Executive Director			

9. What will you do to improve the performance of the Company if you are selected as **Director (Technical)** (Briefly describe in 200 words)

Signature & Date

**MAIN TERMS AND CONTIONS OF SELECTION AND APPOINTMENT OF
DIRECTOR(TECHNICAL) -A WHOLETIME DIRECTOR**

In this document unless otherwise stated 'Company' or 'Organization" as and when used, means MPPKVVCL, Jabalpur M.P.

1. Eligibility Criteria

- i. The applicant belonging to successor companies of MPSEB and DISCOMS of other states should be of the rank of Additional Chief Engineer or above.
- ii. Age Limit: Below 58 years of age as on 01.01.2016 .
- iii. Minimum Educational Qualification: Degree in Engineering, preferably Electrical Engineering from any institute recognized by AICTE.
- iv. Should not have any criminal case on moral turpitude pending against him/her in any court and should be clear from Vigilance angle.
- v. He/she should not be disqualified under the provisions of section 274 of the Companies Act, 1956.

2. Duration of Deputation or engagement:

- i. 3 years from the date of engagement or attaining the age of 60 years whichever is earlier. Applicants will be eligible for reappointment only for one more time subject to other eligibility conditions and consideration by Selection Committee
- ii. The Director (Technical), who has not attained age of 60 years shall be eligible for reappointment only for one more time for a further period not exceeding 3 years if the Selection Committee constituted for the purpose considers such re-appointment conducive to the interest of the Company.

3. Location / Department: Corporate office, MPPKVVCL, Jabalpur.

4. Reservation: Reservation roster is not applicable being single post.

5. Compensation:

- i. The post of Director (Technical) is in the Pay Scale Rs.37400-67000, Grade Pay Rs.10000/-(Pay Band 04 of 6th Pay Commission), with all applicable benefits as per Company policy including DA and HRA.
- ii. For applicants from MP Power Generation Co. Ltd., MP Power Transmission Co. Ltd., MP Power Management Co. Ltd., MP Paschim Kshetra Vidyut Vitaran Co. Ltd., & MP Madhya Kshetra Vidyut Vitaran Co. Ltd., the selected officer will be treated as on deemed deputation with pay protection and Grade pay Rs 10,000/-. For applicants from MP Poorv Kshetra Co. Ltd. the selected officer will get pay protection plus Grade pay Rs 10,000/-.
- iii. In the event of the candidate attaining the age of superannuation in the parent Company, his/her compensation shall be adjusted as last pay drawn minus first pension, till completion of tenure as Director(Technical).
- iv. In case a serving officer of the successor companies of MPSEB is selected for the position and if on completion of tenure as Director (Technical), the candidate has not attained the age of superannuation, he/she shall return to parent company in his original cadre and in the same scale of pay he/she was drawing prior to selection as Director (Technical).

6. Holidays and Leave:

The Director (Technical) shall be entitled for holidays and leave as applicable for the officers of the rank of Executive Director of the Company. However, in case of superannuation from service from Successor Companies of MPSEB, entitlement of leave will be limited to 16 days excluding notified holidays by the Company. In addition, such candidate will also be entitled for 15 days special leave per year.

7. Tour and Travel:

The candidate shall be entitled for traveling and daily allowances as per the rules applicable for the officers of the rank of Executive Director of the Company, while on tour in relation to performance of official duties.

8. Fringe Benefits:

The candidate shall be entitled for concessional electricity tariff facility and CUG mobile charges as applicable for the Officers of the rank of Executive director of the Company. In addition, suitable housing accommodation as admissible to the officer of the rank of Executive director of the Company will be provided to the Director (Technical) subject to availability of the same on fixed license fee.

9. Lien: Candidates shall carry a lien on their last employment, if not superannuated mid-term.

10. Key areas of Responsibilities:

The Director (Technical) would be overall in-charge of Technical operation of the Company and shall directly report to the MD of the Company. His / her responsibilities are broadly defined as under:

- i. Maximization of LT less system to reduce AT&C losses.
- ii. Monitoring of construction activities under various schemes including various ongoing projects in the Company.
- iii. Implementation of proper maintenance of distribution network including transformers, protection equipments, HT/LT lines etc.
- iv. Development of digital mapping of the entire distribution system.
- v. Formulation/Implementation of system improvement/technical up gradation policies for loss reduction, improvement of quality and reliability of supply and power factor of the system.
- vi. Controlling/monitoring of substation operations and implementation of load regulatory measures at substation level.
- vii. Implementation of computerized load flow studies to effect judicious investment in strengthening of distribution system.
- viii. Shall also be responsible for the duties/ works allocated by MD of the Company from time to time.

11. Code of conduct:

The Director (Technical) will be required to maintain the highest standard of personal conduct and integrity and comply with all organizational policies .Any violation of these policies and/or M.P.Civil Services (Conduct) Rules 1965 may result in initiation of separation process.

12. Exclusivity of Engagement:

Whilst employed with the Company, the Director (Technical) will not be permitted to undertake any other employment or engage in any external activities of a Technical nature. On violation of this clause, the appointing authority may initiate separation process.

13. Selection Process:

- i. The applications received shall be short listed based on their eligibility as per Qualification and experience.
- ii. The Short listed candidates may be requested to travel to Jabalpur /Bhopal for their personal interview. Travel expenses shall be reimbursed by the Company on the day of interview by the shortest route up to a maximum fare equivalent to AC 2 tier fare.
- iii. The selection will be done by the Selection Committee as per Article of Association of Company. The decision of the Selection Committee will be final and binding.

14. Separation:

Director (Technical) may be removed or sent back or his engagement may be terminated before the expiry of the tenure by the appointing authority by giving one month's notice or compensation in lieu of it. Likewise Director (Technical) can also terminate the engagement by giving one month's notice or one month compensation in lieu of it.

15. Jurisdiction:

Any disputes arising out of selection process as well as service matters shall be dealt within the jurisdiction of courts situated at Jabalpur.

**(TO BE FILLED BY THE HUMAN RESOURCE SECTION OF THE
CONCERNED COMPANY)**

1. Name of applicant - _____
2. Present Post held - _____
3. Post applied for - _____
4. Whether officer is clear from vigilance angle - Yes / No
(If no, give details)

5. Whether any criminal case on moral turpitude is pending against applicant – Yes /No
(If yes, give details)

6. ACR Grading of last 5 years

FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16

(If any ACR is not available, then previous years ACR grading shall be included with relevant reasons)

Seal & Signature of Head HR Deptt.