

Ref. No: REC PDCL/HR-Rectt - Deputation./2017-18/D.No.5576

Date: 02.01.2018

To,
Chairman & Managing Director
Maharashtra State Electricity Transmission Company Ltd.
C-19, E Block, Prakash Ganga,
Bandra Kurla Complex, Bandra (East)
Mumbai-400 051
MAHARASTRA
Sub: Appointment on deputation

MD/M. S. E. T. C. L.
Inward... 6-29
Date... 8/1/18



RD (HR)	No. 6-10
	9-1-18
	Date: 11-1-18

Sir/Madam,

Rural Electrification Corporation Limited (REC), a scheduled "A" NAVARATNA Public Sector Enterprise under the administrative control of the Ministry of Power, Government of India, was incorporated on July 25, 1969 under the Companies Act 1956. From the formative years beginning in 1969 when the company financed mainly pumpset energization and village electrification schemes, the company has come a long way and today it is one of the leading public financial institutions in the country offering a wide range of products to finance the needs of the power sector across the value chain throughout the country.

REC Power Distribution Company Limited (REC PDCL), a wholly owned subsidiary company REC, which is rendering expert consultancy services in power sector in general and Distribution sector in particular as per the needs of the power utilities across the country having project outlay in excess of Rs. 50,000 crores, is looking for experienced professionals on deputation basis. Presently, REC PDCL is working extensively in the power distribution sector with relevant key assignments in implementation of projects in Renewable Energy, Smart Grid Projects, Information Technology, e-Governance projects etc. The requisite qualification, age, experience etc for the positions required on deputation are given below:

EDC/HR/

P. J. 8/1

1

GM/HR-MP)

11/01/2018

AGM/HR-RK

11-01-18

To me

06-02-18

Sh. Satish J
Sh. Sanjay M

5/2/18

Sl. No	Post/Grade/ Pay Scale	Requisite Qualification	Maximum Age	Minimum Post Qualification Executive Experience	Experience in immediate lower cadre
1	DGM (Law) E-8 51,300 – 73,000 (due for revision)	Degree in Law (LLB-3 years) of Degree in 5 years integrated course in Law with 1 st division from a recognized University. Desirable : LLM Degree	48 Years	15 Years	Minimum 2 years experience in the IDA pay scale of Rs. 43,200-66,000 or 2 years in Rs 37,400 – 67,000 + GP 8,700 (CDA scla eof pay w.e.f 2006) or equivalent level post.
2.	DGM (Company Secretary) E-8 51,300 – 73,000 (due for revision)	Graduate with Associate/ Fellow Membership of the Institute of Company Secretaries of India. Desirable : Degree in Law/CA/ICWA	48 Years	15 Years	Minimum 2 years experience in the IDA pay scale of Rs. 43,200-66,000 or 2 years in Rs 37,400 – 67,000 + GP 8,700 (CDA scla eof pay w.e.f 2006) or equivalent level post.
3.	DGM (IT) E-8 51,300 – 73,000 (due for revision)	BE/B.Tech in Computers/ IT or PG Degree viz MCA/ M.Tech/M.Sc in IT/Computers or equivalent from a recognized Institute/ University with 1 st Division or equivalent CGPA.	48 Years	15 Years	Minimum 2 yaers experience in the IDA pay scale of Rs. 43,200-66,000 or 2 years in Rs 37,400 – 67,000 + GP 8,700 (CDA scla eof pay w.e.f 2006) or equivalent level post.

4	Dy. Manager (Finance) E-5 32,900 – 58,000 (due for revision)	CA/ICWA/MBA (Fin.) from a recognized Institute/University with 1 st Division or equivalent CGPA.	38 years	6 years	Minimum 2 years experience in the IDA pay scale of Rs. 29,100-54,500 or Rs. 15,600-39,100 + GP of Rs. 6,600 (CDA scale of pay w.e.f. 2006) or equivalent
5	Asstt. Manager (Finance) E-4 29,100 – 54,500 (due for revision)	CA/ICWA/MBA (Fin.) from a recognized Institute/University with 1 st Division or equivalent CGPA.	35 years	4 years	Minimum 2 years experience in the IDA pay scale of Rs. 24,900-50,500 or Rs. 15,600-39,100 + GP of Rs. 5,400 (CDA scale of pay w.e.f. 2006) or equivalent.
6	Asstt. Manager (IT) E-4 29,100 – 54,500 (due for revision)	B.E/B.Tech in Computers/ IT or PG Degree viz MCA/ M.Tech/ M.Sc in IT/Computers or equivalent from a recognized Institute/ University with 1 st Division or equivalent CGPA.	35 years	4 years	Minimum 2 years experience in the IDA pay scale of Rs. 24,900-50,500 or Rs. 15,600-39,100 + GP of Rs. 5,400 (CDA scale of pay w.e.f. 2006) or equivalent.
7	Sr. Executive (IT) E-3 24,900 – 50,500 (due for revision)	B.E/B.Tech in Computers/ IT or PG Degree viz MCA/ M.Tech/ M.Sc in IT/Computers or equivalent from a recognized Institute/ University with 1 st Division or equivalent CGPA.	30 years	2 years	Minimum 2 years experience in the induction grade of IDA pay scale or in the pay scale of Rs. 9,300 – 34,800 + GP of 4,600/4,800 (CDA scale of pay w.e.f. 2006) or equivalent.

8	Sr. Executive (Company Secretary)) E-3 24,900 - 50,500 (due for revision)	Graduate with Associate/ Fellow Membership of the Institute of Company Secretaries of India. Desirable : Degree in Law/CA/ICWA	30 years	2 years	Minimum 2 years experience in the induction grade of IDA pay scale or in the pay scale of Rs. 9,300 - 34,800 + GP of 4,600/4,800 (CDA scale of pay w.e.f. 2006) or equivalent.
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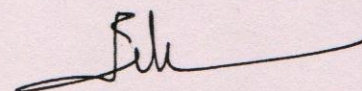
The terms and conditions of deputation in REC PDCL is enclosed as Annexure A. The eligible candidates will have to appear before a committee for a formal interview before final selection.

We would request you to kindly send us applications of willing and eligible candidates for the above mentioned positions latest by 15.02.2018 along with their :

- CV in the format attached
- A copy of the ACRs (Annual Confidential Report) for the last 5 years and
- Vigilance Clearance.

The applications may be forwarded through proper channel to Head (HR), REC PDCL, A - 10, KRIBHCO BHAWAN, 4th Floor, Sector 1, NOIDA, UP - 201301 latest by 15.02.2018

Yours Faithfully,



(T.S.C. Bosh)

Executive Director, REC/CEO, RECPDCL

Encl;

1. Format for CV
2. Terms and Conditions of Deputation

REC Power Distribution Company Ltd.

Affix recent
coloured
passport
size
photograph

Application form

NAME OF THE POST :

I. PERSONAL PARTICULARS	Please fill the details below:
1. Name of the applicant	
2. Father's/ Husband's name	
3. Nationality	
4. Marital Status	
5. Gender (Male/Female)	
6. Contact No. with STD Code	
7. E-mail ID	
8. Nearest Railway Station	
9. Address for communication	

II. PRELIMINARY DETAILS	Please fill the details below:
1. Category (General/ SC/ ST/ OBC-NCL)	
2. Whether belonging to Minority Community (If yes, please specify)	
3. Are you a Domicile of J&K during 1.1.1980 to 31.12.1989 (Yes/No)	
4. Whether Ex-Serviceman (Yes/No)	
5. Total number of years of service	

6. Whether Person with Disabilities/PWD (Yes/No)

7. Date of Birth (dd/mm/yyyy)

IV. EDUCATIONAL QUALIFICATION (Starting from SSC/ X with attested photocopies)

Qualification	Month & year of passing (mm/yyyy)	Board/ University/ Institute	Main subjects/ Specialization	Percentage Of marks/ CGPA

V. EXPERIENCE DETAILS (Starting from most recent with attested photocopies)

Name of the Organization	Position Held	Pay Scale in case of Govt./ PSU employee/ CTC (in `)	Duration (mm/yyyy)		Nature of duties/ responsibilities
			From	To	

Type of the present employer
(State/Central Govt/ PSU)

Nature of the business of the
present employer

Present Basic Pay in case of
Govt. and PSU employee

Turnover of the company during
2016-17

Total executive experience required
as per notification

Total post qualification
executive experience
(excluding induction training/
teaching period) in years,
months and days.

Other details

1. Academic achievements in not more than 20 words (Optional)	
2. Professional achievement in not more than 20 words (Optional)	
3. Details of outstanding loans with present employer	
4. No. of days required in joining , if offered, for joining before notice period	
5. Due date for next promotion	
6. Notice period	
7. Language known	
8. Extra-curricular activities, if any(optional)	

Verify all details filled in once again

Declaration:

I hereby declare that I have verified the details indicated above and also confirm that all the information submitted is true to the best of my knowledge. At any stage, if it is found that any of the above information is incorrect and/or is suppressed, the management of REC PDCL shall have the right to take any action, as deemed fit as per extant rules.

Place :

Date :

(Signature)
(in the printout of the application)



POWER DISTRIBUTION

ISO 9001:2008, ISO 14001:2004

& OHSAS 18001:2007

Certified Company

आरईसी पावर डिस्ट्रीब्यूशन कम्पनी लिमिटेड REC POWER DISTRIBUTION COMPANY LIMITED

(A wholly owned subsidiary of REC Ltd., a 'Navratna CPSE' under Ministry of Power, Govt. of India)

CIN No. RECPDCL-U40101DL2007GOI165779

Corporate Office: 4th Floor, KRIBHCO Bhawan, A-10, Sector-1, Noida - 201301, Uttar Pradesh
Tel: +91 120-4383783 Fax: +91 120-4383768, Website: www.recpdcl.in, E-mail: co.delhi@recpdcl.in
Regd. Office: Core-4, SCOPE Complex, 7 Lodhi Road, New Delhi-110003, Phone (011) 43091506 Fax: (011) 24365815

MD/M. S. E. T. C. L.

Inward.....

Date.....

Annexure-I

STANDARD TERMS & CONDITIONS OF DEPUTATION

1. During the period of deputation:-

- **From Government Service/Departments**-Government employees on deputation to REC Power Distribution Company Limited (RECPDCL). will continue to draw pay allowances and other benefits including variable pay/performance related pay as per their entitlement in parent department. In addition the employees on deputation will be eligible for deputation allowance as notified from time to time. The current rates of deputation allowance are as under:

- 1) 5% of basic pay subject to a maximum of Rs. 2000/- in case of deputation within the same station.
- 2) 10% of basic pay subject to a maximum of Rs. 4000/- in other cases.

- **From other than Government service/ Departments**-Employees of PSUs and non- government organizations following IDA pattern pay scales will draw pay as per their entitlement in parent department pay scales plus deputation allowance as above. They will however be entitled to opt for allowances and other benefits including variable pay/ performance related pay as applicable to RECPDCL.

Employees of PSUs and non- government organizations following CDA pattern or other pay scales will draw pay, allowances and other benefits including variable pay/PRP as per their entitlement in parent department pay scales in addition they will be eligible for deputation allowance as above.

2. The period of deputation initially shall be for a period of two years, which may further be extended for a maximum period of three years on mutual consent of company and the lending organization. Total period of deputation shall not exceed five years in any case.
3. The contribution on account of leave salary and pension will be paid by the Company at the rates as intimated by the Lending Department and accepted by the Company, as per rules. In case of deputationists governed by the Contributory Provident Fund rules, the employer contribution to CP fund in lieu of Pension Contribution will be remitted by the Company, as per rates intimated by the lending department and accepted by the Company as per rules. While remitting the leave salary contribution, the amount of leave salary, if any, to be paid by the parent department of the deputationist, will be adjusted and net amount remitted.
4. Contribution towards the provident fund to which he/she contributes may be recovered from him/her and remitted to the Accounts Officer of the lending department by demand draft every month.
5. He/she will remain subject to the leave rules applicable to the service of which he/she is a member.
6. For journeys in connection with his/her duties in the Company, the traveling allowance rules of the Company will apply to him/her.
7. He/she will be entitled to medical concession as applicable in his parent department.
8. He/she will be entitled to TA and joining time both at joining the post on deputation and on reversion there from to the parent department under the rules of the Company. The expenditure on this account will be borne by the Company.
9. The period of deputation will begin from the date of relieving in the parent organization/department and end on the date of taking over charge in the parent organization/department after reversion from deputation.
10. As and when a situation arises for premature reversal to the Parent organization of the deputationist, his services could be so returned after giving one month's notice to the lending organization and the employee concerned.
11. He/she will be entitled to claim (i) children's education allowance (ii) reimbursement of tuition fees in respect of his/her children from the Company, as per rules, applicable in his parent department. Both the above concessions will not payable in respect of the same child.
12. Over payment, if any made by the Company will be recovered from him/her even after expiry of the term of Foreign Service.
13. He/she will be liable to be posted in any of the offices of RECPDCL in any part of the country.