

No. 7/50/2014-PESB

भारत सरकार / Government of India

कार्मिक एवं प्रशिक्षण विभाग / Department of Personnel & Training

लोक उद्यम चयन बोर्ड / Public Enterprises Selection Board

ब्लॉक संख्या 14, सी जी ओ कॉम्प्लेक्स, लोदी रोड
Block No.14, C.G.O. Complex, Lodhi Road
नई दिल्ली/ New Delhi – 110003,
दिनांकित/ Dated: 12th May, 2017

Subject: Selection for the post of **Director (Finance), Brahmaputra Valley Fertilizer Corporation Ltd. (BVFCL)**, a schedule 'B' CPSE.

The Public Enterprises Selection Board (PESB) is seeking qualified candidates for the post of **Director (Finance), BVFCL**, a schedule 'B' CPSE, the scale of pay of the post being **Rs. 22,500-600-27,300/-(1997 Pay Scale)**. A copy of the job description for the post is enclosed.

2. It is requested that names of all candidates seniority-wise for the said post along with their applications in the prescribed format duly verified may kindly be forwarded so as to reach the PESB by **15.00 hours on 30th JUNE, 2017**. *The applications of all candidates are to be addressed to Shri Rajiv Rai, Secretary (PESB), Room No. 523, Public Enterprises Bhawan, Block No. 14, CGO Complex, Lodhi Road, New Delhi.* It is also requested that advance action may be taken to keep the ACRs for last 5 years, of those candidates ready along with 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. It is further requested that the vacancy for the post may also be uploaded on the website of the Ministry/Department for wider publicity.

3. If the relevant details are not received within the stipulated time, it will be assumed that there are no applications received to be sponsored for the post.

Encl.: As above

(सी ए जैकब/ C A JACOB)

उप सचिव, भारत सरकार

Deputy Secretary to the Govt. of India

 24362936

Department of Fertilizers,
(Ms. Bharathi Sivaswami Sihag, Secretary)
New Delhi

Copy to :- CMD, BRAHMAPUTRA VALLEY FERTILIZER CORPORATION LTD., P.O. PARBATPUR PIN 786623, DISTT DIBRUGARH, ASSAM with the request to forward all applications to PESB, duly verified so as to reach the PESB by **15.00 hours on 30th JUNE, 2017**. ACRs and Vigilance profile may also be kept ready for being furnished as and when the selection meeting is scheduled.

1. All Chief Executives of other Central PSUs (including subsidiaries) for circulation amongst the eligible candidates.
2. Establishment Officer, Department of Personnel & Trg. | For circulating the vacancy among
Ministry of Personnel, PG & Pensions | Government Officers.
3. All Chief Secretaries of State Governments & UTs |
4. (I) Defence Secretary, South Block, New Delhi.
(II) Military Secretary MS(X), South Block, New Delhi-110011.
(III) AOP, Air HQrs., Vayu Bhawan New Delhi.
(IV) COP, Naval HQrs. 'C' Wing, Sena Bhawan, New Delhi

(सी ए जैकब/ C A JACOB)

उप सचिव, भारत सरकार

Deputy Secretary to the Govt. of India

No. 7/50/2014-PESB

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Block No.14, C.G.O. Complex, Lodhi Road

नई दिल्ली / New Delhi- 110003

पी.एस.यू. का नाम NAME OF THE PSU	:	BRAHMAPUTRA VALLEY FERTILIZERS CORPORATION LTD. (BVFCL)
पद का नाम NAME OF THE POST	:	DIRECTOR (FINANCE)
रिक्ति की तारीख DATE OF VACANCY	:	01/01/2017
SCHEDULE OF THE CPSE	:	B
पद का वेतनमान SCALE OF THE POST	:	Rs. 22,500-600-27,300/- (1997 Pay Scale)

I. COMPANY PROFILE

The Brahmaputra Valley Fertilizers Corporation Limited (BVFCL) was incorporated in 2002 under the Indian Companies Act 1956 with the objective to de-merge the Namrup I, II and III plants from Hindustan Fertilizer Corporation Ltd. It is one of the enterprises engaged in the production of Urea fertilizer. BVFCL is a Schedule 'B' CPSE in fertilizer sector under the administrative control of D/o Fertilizers, Ministry of Chemical and Fertilizers.

Its Registered and Corporate offices are at Namrup, Assam.

The authorised share and paid up capital of the Company was Rs. 510 crore and Rs. 365.83 crore respectively as on March 31, 2016.

The shareholding of the Government of India in the Company is 100%.

II. JOB DESCRIPTION AND RESPONSIBILITIES:

Director (Finance) is a member of Board of Directors and reports to Chairman and Managing Director. He is overall incharge of finance and accounts of the organization and is responsible for evolving and formulating policies relating to finance and accounts as well as implementation thereof.

III. ELIGIBILITY

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

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
40	2 years of residual service as on the date of vacancy w.r.t the date of superannuation	40	3 years of 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 followings :-

- 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;

3. QUALIFICATION:

The applicant should be a Cost Accountant/Chartered Accountant/MBA with good academic record from a recognized University/Institution.

4. EXPERIENCE :

The applicant should have at least five years of cumulative experience during the last ten years at a senior level in corporate financial management and accounts including the Cost and Budgetary Control, Institutional Finance, International trade Finance and Working Capital Management in a large organization of repute.

Exposure in areas relating to trade, finance, foreign exchange risk management and other financial aspects of international trading will have added advantage.

5. PAY SCALE/RANK/LEVEL :

The minimum length of service required in the eligible scale/rank/level will be one year for internal applicants and two years for others, as on the date of vacancy.

- Applicants from CPSEs should be working in the following or a higher pay scale:

Eligible Scale of Pay	
Rs. 6250-7475 (IDA)	Pre 01.01.1992
Rs. 8250--10050 (IDA)	Post 01.01.1992
Rs. 18500--23900 (IDA)	Post 01.01.1997
Rs. 43200--66000 (IDA)	Post 01.01.2007
Rs. 14300-18300 (CDA)	Pre revised
Rs. 37400--67000 + GP 8700 (CDA)	

(b) Eligibility level/rank:

(i) Applicants from Central Govt. / All India Services should be holding a post of the level of Director in Govt. of India or carrying equivalent scale of pay.

(ii) Applicants from Armed forces of the Union should be holding a post of the level of Brigadier in the Army or equivalent rank in Navy/ Air Force.

6. CONDITION OF DEPUTATION

Officers from the All India Service/ Central Civil Services and CPSE executives will be eligible for consideration on deputation basis.

IV. DURATION OF APPOINTMENT

The appointment shall be for a period of five years from the date of joining or up to 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 at Annexure. 

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.

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) 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.

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. In the above cases, no request for relaxation or otherwise would be entertained.

VII. The applicants can download the blank Application Form specific for the post of Director(Finance), BVFCL fill it up manually and submit offline as specified in para V(1).

Last time/date of receipt of complete applications duly forwarded, in PESB is **by 15.00 hours on 30th JUNE, 2017**. 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

SHRI RAJIV RAI,
Secretary,
Public Enterprises Selection Board, Public Enterprises Bhawan,
Block No. 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.

APPLICATION FORM FOR CANDIDATES FROM CENTRAL PUBLIC SECTOR ENTERPRISES (CPSE)/CENTRAL GOVERNMENT (INCLUDING ARMED FORCES OF THE UNION/ALL INDIA SERVICES

(Through Proper Channel)

Please refer to the Job Description for the post and the Guidelines for processing cases of Board level appointments in Central Public Sector Enterprises at PESB website(www.pesb.gov.in)

1. Name of the post applied for _____

2. (a) Applicant's Name (as per official records Mr./Mrs./Ms.) _____

(b) Designation of the Applicant (in full) _____

(c) Name of the company _____

(d) Category as per Employment Status :- Officer of a CPSE/Central Government/Armed
(Please tick as applicable) Forces of the Union/All India Services/SPSE/Private Sector

(e) Office Address: _____

(f) Address for communication _____

3. Telephone No: Office _____ Residence _____ Mobile No. _____

E-Mail id _____

4. Date of Birth (DD/MM/YY) _____ Age as on date of vacancy (Years/Months/Days) _____

5 (i) Educational/Professional Qualifications:

Sl. No.	Qualification*	Name of Institution	Tick the relevant			Tick the relevant			Self Declaration Whether meets the eligibility qualification requirement			
			From	To	Part time	Full time	Correspondence	Degree	Diploma	Certificate	Mandatory	Desirable
1	2	3	4	5	6	7						

* Should be exactly as per Degree/ Certificate issued by the university.

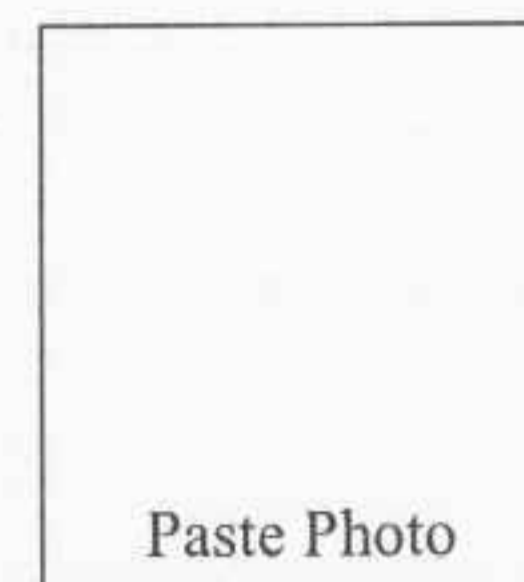
(ii) Positions held during the last ten years, from the date of uploading the vacancy circular on the PESB website.

Sl. No.	Complete Designation & Place of posting *	Name of the Organization	Pay scale	Period		Reporting to Designation*	Self Declaration Whether meets the mandatory experience requirement		If yes, nature of duties in support of the declaration
				From	To		Yes	No	
1	2	3	4	5	6	7	8		

* Should be exactly as per specific office order issued by the CPSE/Ministry.

NB : The positions should be indicated in order of the most recent assignments.

Note: 1. Please attach a write-up, **not exceeding 400 words**, in support of your candidature, for reference at the time of interview.
2. Full form of all abbreviations used while making entries in the application form should be suitably explained i.e. in footnotes or a separate attachment.



6. (a) Do you hold lien in any organisation other than where currently working?

Yes	No
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If yes:

- a) Name of the organisation in which the lien is held :
b) Date from which the lien is held :

(b) Are you on deputation?

Yes	No
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If yes :

- a) Name of parent organisation :
b) Date from which on deputation :

7. (a) Whether any penalty/punishment was awarded to the applicant during the last 10 years.

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
ii) Departmental Inquiry

(b) Whether any civil or criminal action or inquiry is going on against the applicant as far as his / her knowledge goes

Yes	No
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If yes, the details thereof

- i) Civil / Criminal
ii) Departmental Inquiry

I certify that the details furnished by me in Columns 1 to 7 wherever applicable are true to the best of my knowledge & belief.

(Name & Signature of the Applicant)

Declaration

I Son/Daughter of hereby certify that I have not been disqualified to act as a Director under Section 164 or any other relevant sections of the Indian Companies Act, 2013.

(Name & Signature of the Applicant)

UNDERTAKINGS (as applicable)

For candidates from Central Government/Armed Forces of the Union/All India Services

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I 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 I convey my unwillingness to join after the issue of offer of appointment I 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.

(Name and Signature of the applicant)

Date:

For candidates from CPSE

I hereby undertake to join the post, if selected. I understand that:

- (a) if I convey my unwillingness to join after the interview is held, I 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 I belong.
- (b) further, if I convey my unwillingness to join after the issue of offer of appointment I 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 I belong.

(Name and Signature of the applicant)

Date:

Verification

(To be filled in by the designated officer for CPSE/Central Government/Armed Forces of the Union/All India Services)

It is certified that the particulars furnished above have been scrutinized and found to be correct as per official records.

Signature & Designation of the
Competent Authority
with Telephone No.& e-mail address