



**Energy Efficiency Services Limited
A JV of PSUs of Ministry of Power, Govt. of India**

Creating an Energy Efficient World

Advt Ref No. : EESL/0320/ 13

Date: 29/10/2018

NOTICE

Appointment for DIRECTOR (PROJECTS AND BUSINESS DEVELOPMENT) on Direct Recruitment/ Deputation basis for Energy Efficiency Services Limited.

Applications are invited for appointment to the post of **DIRECTOR (PROJECTS AND BUSINESS DEVELOPMENT)** for Energy Efficiency Services Limited (*a Joint Venture Company of NTPC Ltd., Rural Electrification Corporation Ltd., Power Finance Corporation Ltd. and Power Grid Corporation of India Ltd.*) for Corporate Office at Delhi. The Details are given below: -

1.	Name and Address of the Corporate Office of the Company	Energy Efficiency Services Limited (EESL), 5th & 6th Floor, Core-3, SCOPE Complex, Lodhi Road, New Delhi-110003
2.	Name of the Post	Director (Projects and Business Development)
3.	Job Responsibilities	<ul style="list-style-type: none">• Director (Projects and BD) is a member of Board of Directors and reports to the Managing Director.• He/ She will have Overall responsibility for Projects Division, Business Development, Corporate Planning and implementation of the projects.
4.	Qualification	<ul style="list-style-type: none">• The applicants should be an Engineering Graduate from a recognized University/Institution with good academic record.• Energy Auditor/Manager Certification is desirable.• Applicants holding MBA/Post Graduate Diploma in Management will have an added advantage.

5.	Scale of Pay for the Post	<ul style="list-style-type: none"> • Rs. 150000-300000 (IDA Scale) (Pre-revised scale of Rs.62000-80000) IDA Scale • DA, HRA/Lease, Perks @35% of Basic Pay, Medical, EPF, Superannuation Fund contribution @ 9% of Basic plus DA, etc. applicable.
6.	Experience	<ul style="list-style-type: none"> • The applicants should possess in total 24 years of post-qualification experience in technical/operational/project management experience at a senior level of management in a large organization of repute, out of which at least two years as Head of Projects or Technical Division/Head of a Major Project. He/ She should have flair for Business Development and liaising with Government Officials. • He/she should have served at least two years in E8 grade in the pay scale of Rs.120000 to 280000 (Pre revised scale of Rs.51300-73000 (IDA scale) OR • Applicants from Central Govt. / All India Service in the scale of Rs.37400-67000 (GP-8700) (CDA) or carrying equivalent scale of pay. • Candidates working in private sector should be drawing a minimum CTC of Rs. 35 Lakh as on 31/10/2018.
7.	Employment Status	<ul style="list-style-type: none"> • Applicants from State Public Sector Enterprises/Private Sector should be working at Board Level position or at least a post of the level immediately below the Board level. • State Public Sector Enterprise where the annual turnover is Rs.1000 Crore or more. • Private Sector in company where the annual turnover is Rs. 1000 Crore or more
7.	Maximum Age Limit	3 years of residual service as on the date of vacancy w.r.t. the date of superannuation i.e. 60 years.
8.	Duration of Appointment	The selected Executive will be appointed initially for a period of Five years or upto the date of superannuation whichever is earlier.

9.	Selection Process	Through interview, to be conducted by a Selection Committee.
----	--------------------------	--

The recruitment time schedule shall be as under:

SCHEDULE OF EVENTS

Start date for Online Registration of Application	30 /10/2018
Last date for Online Registration and submission of application	19/11/2018

Other General Terms and Conditions:

1. Only Indian Nationals within prescribed Upper Age limit are eligible to apply.
2. Although the positions are based at Corporate Office, Delhi, however, the selected candidates can be posted anywhere in India / abroad depending on exigencies of work.
3. All eligibility qualifications should be recognized in India and from a recognized Institution or University.
4. 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.
- 5- Candidates may also opt for above position through deputation from Central Govt./ State Government / Public Sector Undertakings/ Autonomous Bodies. candidate has to clearly mention for deputation in online application and also fill up the enclosed format at Annexure A. It should be ensured that duly filled format along with one passport size photograph, vigilance clearance should reach EESL office through proper channel by 19th November,2018 upto 5 pm to **Manager (HR), HR Department, EESL, 5th Floor, Core-3, SCOPE Complex, Lodhi Road, New Delhi-110003.**
- 6- An applicant has to give an undertaking as a part of the application that he/she will join the post, if selected within a period of 3 months from the date of receipt of offer letter. If an applicant does not give such an undertaking, the application would be rejected.
- 7- EESL reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises. The selection and appointment of Directors shall be in accordance with the terms of JV Agreement of EESL and as approved by Board of Directors from time to time.

- 8- EESL reserves the right to shortlist candidates for interview. Applicants should note that mere fulfillment of minimum eligibility criteria may not ensure consideration for short listing for interview. EESL will not entertain any correspondence on this subject and decisions of EESL will be final in all matters.
- 9- Candidature is liable to be rejected at any stage of recruitment/ selection process or after joining, if any information provided by the applicant is not found in conformity with the eligibility criteria notified or if EESL comes across any evidence/knowledge that the qualification, experience and any other particulars indicated in application/other forms/formats are not recognized/ false/ misleading and / or amounts to suppression of information/particulars which should have been brought to the notice of EESL.
- 10- All computations of Age, Post Qualification Experience etc., shall be as on last date of application form.
- 11- In case of any query the same may be sent to recruitment@eesl.co.in with “POST – Director (Projects and BD)” in the Subject Line. Candidates are advised to add this e-mail ID to their address book. EESL will not be responsible for bouncing of e-mail / non-delivery of e-mail / delivery of e-mail to junk or spam folders. Contact No. 0120-4908000/ 9205008748. For further details and progress please visit careers page of ‘www.eeslindia.org’.
- 12- All information regarding this recruitment process would be made available in the HR section of EESL website, i.e. www.eeslindia.org, only. Applicants are advised to check the web site periodically for important updates. Once registered for EESL, all correspondences shall be made through their registered e-mail ID and/ or candidate login. Hence, candidates are requested to correspond with EESL through one email-id

PROCEDURE FOR APPLYING: -

All Applications to be made online through the link provided in the HR Section of the EESL website under HR section i.e. <http://www.eeslindia.org/>. **Candidates are required to upload recent passport sized photograph (not more than 3 months old), scanned signature and resume. No hard copies are required to be sent to EESL prior to Interview, except in case of deputation. Candidates desirous of applying on deputation basis may follow the procedure given under Point 5 of General Instruction.**

APPLICATION FORMAT FOR DEPUTATION

1. Name of the post applied for: _____
(a) Name (as per official records) _____
(b) Designation of the Applicant (in full) _____
(c) Office Address _____
2. Address for communication: _____
3. Telephone No: Office _____ Residence _____ FAX
No. _____ Mobile No. _____ E-Mail
ID _____
4. Date of Birth _____ Age as on 19.11.2018 _____
5. Eligibility criteria: -

Educational/professional qualifications(along with the name of Institutions)		
Current Pay Scale, Designation and grade		
Length of service in eligible pay scale		

6. Positions held during entire career (please attach a separate sheet if required): -

SI. No.	Designation, and place of posting	Organization	From	To	Pay scale
1					
2					
3					
4					
5					
6					

6 (a). Details of experience relevant for the advertised post and job description, out of 6 above:

SI. No.	Designation, and place of posting	Organization	From	To	Pay scale	Nature of experience
1						
2						
3						
4						

Note:

You may attach a write up, if you wish, not exceeding two pages, in support of your candidature. 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.

7 (a) Do you hold lien in any other organization other than where currently working? (Yes/No)

If yes:

i) Name of the organization in which the lien is held :- _____

ii) Date from which the lien is held:- _____

(b) Are you on deputation? (Yes/No) _____

If yes, date from which you have been on deputation: - _____

8 (a) whether any punishment awarded to the applicant during the last 10 years. (Yes/No)

If yes, the details thereof: - _____

(b) Whether any action or inquiry is going on against him as far as his knowledge goes.

If yes, the details thereof: - _____

CERTIFICATE

I certify that the details furnished by me in Cols. 1 to 8 are true to the best of my knowledge and belief.

UNDERTAKING

I hereby undertake to join the post, if selected within a period of 3 months from the date of receipt of offer letter. I understand that if I convey my unwillingness to join after the interview is held, but before the appointment is processed, or after issue of offer of appointment, I may be debarred for being considered for a Board level post in EESL in Future.

Date:

(Signature of the Applicant)

Enclosures:

1. Updated Resume
2. Copies of all relevant certificates/mark sheets of qualifications mentioned above
3. Copies of Proof in support of Experience mentioned above

(To be filled by the Department concerned)

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

Authority with Telephone no. & Office

Signature & Designation of
the Competent Forwarding