

Convergence Energy Services Limited

A wholly owned subsidiary of EESL

Adv. Ref No.: CESL/HR/0324/01

Date- 01/01/2021

RECRUITMENT FOR VARIOUS POSITIONS AT CESL

Convergence Energy Services Limited (CESL) is a newly established subsidiary of state-owned Energy Efficiency Services Limited, itself a joint venture of public sector companies under the Ministry of Power, Government of India. CESL is focused on delivering clean, affordable and reliable energy. Convergence focuses on energy solutions that lie at the confluence of renewable energy, electric mobility and climate change. It builds upon the decentralised solar development experience in under-served rural communities in India, and over time, using battery energy storage, will deliver renewable energy solutions to power agricultural pumps, street lighting, domestic lighting and cooking appliances in villages. CESL will also work to enable battery powered electric mobility and its infrastructure and design business models to increase the uptake of electric vehicles in India. To enable commercialization of these solutions at scale, *Convergence* will employ business models that utilize a blend of concessional and commercial capital, carbon finance and grants as appropriate.

CESL is looking for enthusiastic, committed professionals with experience at various levels. Full list of vacancies in Regular scale as detailed below:

REGULAR POSITIONS

NO. OF VACANCIES - 3

| Sl | Position and IDA Scale (Rs.) | Age Limit | Minimum Qualification | Minimum Post Experience* | No. of Post /Category | Indicaton Place of Posting |
|----|--|-----------|---|---|-----------------------|----------------------------|
| 1 | Head of Shared Services Rs. (120000-280000) | 52 years | A Masters degree in business administration with specialization in any field. (Full Time) | A minimum of 21 years of post-qualification progressively responsible experience covering at least two of the following operations functions: Procurement, Finance, Logistics/ Asset Management and Human Resources. Knowledge of the other functions is desirable. A minimum of 5 years of leadership experience managing support services at senior level is required. Proven experience of at least 2 years in public procurement management is required. | 1-UR | Corporate Office, Delhi |

| | | | | | | |
|---|-------------------------------------|----------|--|--|------|-------------------------|
| 2 | Head (Audit) (100000-260000) | 47 years | CIA or CPA Certificate is required and a Masters degree in Business Administration with specialization in accounting/finance (Full Time) | 12 Years post-qualification Considerable, demonstrable experience auditing complex Information Technology environments for compliance with applicable regulations, internal control regimes, development frameworks, and best practices. | 1-UR | Corporate Office, Delhi |
| 3 | Company Secretary (90000-240000) | 47 years | Associate member of Institute of Company Secretaries of India | 10 Years post-qualification relevant experience. The preference will be given to the candidates having rich experience in setting up a new company. | 1-UR | Corporate Office, Delhi |

*(experience excludes teaching experience)

- Positions at serial number 01 is equivalent to Current Chief General Manager(CGM) level in CESL.
- Positions at serial number 02 is equivalent to Current Deputy General Manager (DGM) level in CESL.
- Position at serial number 03 is equivalent to Current Senior Manager (SM) level in CESL.

| | |
|----|--|
| 1. | For Head Position at CGM Level, candidate should have worked in IDA scale of Rs. 120000-280000 (Pre-revised IDA scale of Rs. 51300-73000) or equivalent for 02 years in any government department / PSU OR Candidates working in private sector should be drawing a minimum CTC of Rs. 28 lakhs as on 01/12/2020 |
| 2. | For Head Position at DGM Level, candidate should have worked in IDA scale of Rs. 90000-240000 (Pre-revised IDA scale of Rs. 36600-62000) or equivalent for 01 year in any government department / PSU OR Candidates working in private sector should be drawing a minimum CTC of Rs. 22.5 lakhs as on 1/12/2020 |
| 3 | For Company Secretary position at Sr. Manager Level, candidate should have worked in IDA scale of Rs. 80000-220000 (Pre-revised IDA scale of Rs. 32900-58000) or equivalent for 01 year in any government department / PSU OR Candidates working in private sector should be drawing a minimum CTC of Rs. 20 lakhs as on 1/12/2020 |

Note: Preference shall be given to candidates having experience of working with the listed organizations.

The recruitment time schedule shall be as under:

SCHEDULE OF EVENTS

| | |
|--|------------------------------------|
| Start date for Online Registration of Application | 04/01/2021 (tentative) |
| Last date for Online Registration and submission of application. *The form will stay live for 21 days from the date of link activation. | 24/01/2021 (mid-night) (tentative) |

GENERAL INSTRUCTIONS

1. Only Indian Nationals within prescribed Upper Age limit are eligible to apply.
2. The place of posting as above is only indicative and selected candidates can be posted anywhere in India / abroad depending on exigencies of work.
3. Before applying, the candidate should ensure that he / she fulfills the eligibility criteria and other norms mentioned in this advertisement. Scanned copies of passport sized photograph, signature, and Resume would be required to be uploaded at the time of filling up of online application form.
4. All eligibility qualifications should be from UGC/AICTE recognised Institute/Board
5. One candidate can apply for one post only.
6. Trainee experience period will not be counted as experience unless it is against a permanent vacancy leading to absorption in regular pay scale in a Public sector Undertaking/Government Department.
7. Candidates may also opt for above positions through deputation/ Secondment /Lien from Central Govt./ State Government / Public Sector Undertakings/ Autonomous Bodies. Candidate has to clearly mention for deputation/lien/secondment 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 CESL office through proper channel by 18/1/2021 upto 5 pm to Sr.Manager (HR), HR Department, CESL, 5th & 6th Floor, Core-3, SCOPE Complex, Lodhi Road, New Delhi-110003. The deputation/lien/secondment will be initially for a period of two years extendable further at the discretion of the Competent Authority.
8. Wherever applicable, relaxation in Upper Age Limit shall be as follows:

| S. No. | Category | Age relaxation |
|--------|--|--|
| 1 | ST | 5 Years |
| 2 | SC | 5 Years |
| 3 | OBC-Non Creamy layer(NCL) | 3 Years |
| 4 | Persons with Disability (More than 40%) | 10 Years |
| 5 | Ex-servicemen | 5 Years over and above category relaxation |
| 6 | Domiciled in Jammu & Kashmir between 01.01.1980 and 31.12.1989 | 5 Years over and above category relaxation |

The reserved category candidates are required to submit the caste/category certificate etc in updated prescribed format of Govt of India, issued by the Competent Authority in support of their claim.

Where posts are not reserved for any category, candidates belonging to reserved category can apply subject to meeting general standards of eligibility. However maximum upper age of the applicants shall not exceed 55 years including all possible relaxation.

9. Outstation candidates called for physical interviews would be entitled for reimbursement of Return air-fare (Economy) - By the shortest route for DGM & above positions and rail-I Class / II Class AC Sleeper return rail fare by the shortest route for Sr. Manager position in accordance to the entitlement as per extant rules of the company. Fare reimbursement will be subject to the successful completion of Document verification on the day of Interview as per prescribed criteria in advertisement.
 10. Management reserves the right to cancel / restrict /enlarge / modify / alter the recruitment/ selection process, if need so arises, by issuing a notification on CESL website.
 11. In case of higher/lower number of application received the shortlisting criteria based on minimum level of experince/qualification may be modified/reduced/increased.
 12. Number of Vacancies may vary depending upon the requirement. A panel of shortlisted candidates may be maintained for any additional vacancy.
 13. Candidature is liable to be rejected at any stage of recruitment/ selection process or after joining, if any information provided by the candidate is not found in conformity with the eligibility criteria notified or if CESL 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 CESL.
 14. All computations of Age, Post Qualification Experience etc, shall be as on 01.01.2021. Date of issuance of final mark sheet shall be taken as the date of acquiring qualification.
 15. Candidates working in Govt. /Semi Govt. Organizations / Public Sector Undertakings and Autonomus bodies should apply online and furninsh "No Objection Certificate" at the time of Interview . However, in the event of candidates failing to produce NOC from their parent departments shall have to submit an undertaking at the time of Interview that they will not claim any pay protection in case of their selection.
 16. Complaints attributable to compatibility of the Client Systems, ignorance of users, non-availability of internet connectivity or any other aspects beyond the direct control of CESL or its systems will not be entertained.
 17. All the provisions of CESL rules shall be applicable on the advertised positions.
 - 18- In case of any query the same may be sent to recruitment_cesl@eesl.co.in with "POST- _____ - (sub)" in the Subject Line. Candidates are advised to add this e-mail ID to their address book. CESL will not be responsible for bouncing of e-mail / non-delivery of e-mail / delivery of e-mail to junk or spam folder. Contact No. 011-45801260 (during working days between 10:30 AM to 4:30PM)
-

PROCEDURE FOR APPLYING

1. All Applications to made online through the link provided in the 'CESL careers' under the page of the EESL website 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 CESL, except in case of deputation/Secondment/Lien. Candidates desirous of applying on deputation/Secondment/Lien basis may follow the procedure given under Point 7 of General Instruction.**
2. Based on the online applications scrutiny shall be done and candidates shall be shortlisted for Interview on merits. Mere fulfilment of the eligibility criteria will not confer any right upon the candidate to appear for Interview or selection. Management reserves the right to shortlist/select the candidates based on relevant experience, qualification, achievements, etc.
3. All information regarding this recruitment process would be made available in the CESL career 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 CESL, all correspondences shall be made through their registered e-mail ID and/ or candidate login. Hence, candidates are requested to correspond with CESL through one email-id only.

HR department

Convergence Energy Services Limited

A wholly owned subsidiary of EESL

Annexure A

APPLICATION FORMAT

1. Name of the post applied for: _____
(a) Name (as per official records) _____
(b) Designation of the Applicant (in full) _____
(c) Organization Name and Address _____
2. Address for communication: _____
3. Telephone No: Office _____ Residence _____ FAX
No. _____ Mobile No. _____ E-Mail
ID _____
4. Date of Birth _____ Age as on 01.01.2021 _____
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) :-

| Sl. No. | Designation and place of posting | Organization | From | To | Pay scale |
|---------|----------------------------------|--------------|------|----|-----------|
| 1 | | | | | |
| 2 | | | | | |
| 3 | | | | | |
| 4 | | | | | |
| 5 | | | | | |

6 (a). Details of experience relevant for the advertised post and job description, out of 3 above:

| Sl. 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.

(Signature of the Applicant)

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 in CESL 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
4. ACR/PMS Rating of last 5 years

(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.

Signature & Designation of the Competent Forwarding Authority with Telephone no. & Office Seal.