

F. No. E-14-3/2018-PSA
Government of India
Ministry of Communications
Department of Telecommunications
20 Ashoka Road, Sanchar Bhawan, New Delhi-110001

Dated, the 21st January, 2019

Sub.: Appointment to the post of Chairman & Managing Director, Indian Telephone Industries (ITI) Ltd. on immediate absorption basis through Search cum Selection process. - Schedule "A" CPSE.

The Government of India has constituted a Search-cum-Selection Committee under the chairmanship of Chairman, PESB for appointment on immediate absorption basis to the post of CMD, ITI Ltd. in the scale of pay of the post being 27,750-750-31,500/- (1997 pay scale). A copy of the job description for the post is enclosed.

2. ITI Ltd. is a schedule 'A' CPSE in Medium and Light Engineering Sector under the administrative control of Department of Telecommunication, Ministry of Communications.

3. The Job Description (JD) including eligibility details and format of application for the post can be downloaded from DoT's Website i.e. <http://www.dot.gov.in>.

4. It is requested that names of candidate's seniority-wise who are found eligible for the said post as per the requirement indicated in the job description along with copies of relevant documents to the following address or scanned copy of the same may be sent at **e-mail: rajeshk.niraj@nic.in** so as to reach this office **latest by 5.30 PM on 18.02.2019**.

Shri Rajesh Kumar Niraj
Under Secretary (PSA),
Room No.415, Sanchar Bhawan,
20 Ashoka Road, New Delhi.
Tel.: 011-23036190, Fax:011-23717416

5. The applicant should **submit their application through their respective cadre controlling authority** and should mandatorily ensure that application reaches DoT before the expiry of the **last date of submission i.e. by 5.30 PM on 18.02.2019**.



6. It is also requested that advance action may be taken to keep the ACRs for the last 10 years, of those candidates ready along with their 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 selection meeting is scheduled.

7. In case the relevant details are not received within the stipulated time, it will be assumed that there are no eligible candidates to be sponsored for the post.

(Rajesh Kumar Niraj)

Under Secretary to the Govt. of India

Tel.: 23036190

1. All Ministries/Departments of the Govt. of India.
2. Chief Secretaries of State/UTs.
3. PSO to Secretary (T) & Chairman Digital Communications Commission, DoT.
4. Sr. PPS to Member(s), Digital Communications Commission, DoT.
5. Sr. PPS to Addl. Secretary (T), DoT
6. PPS to Advisor(s) DoT.
7. PPS to all Sr. DDGs, DoT.
8. Wireless Advisor, WPC, DoT.
9. PPS to JS (T)/JS (A), DoT.
10. CMDs, BSNL, MTNL, TCIL, ITI & PPS to Administrator (USOF) and CMD, BBNL.
11. PPS to Secretary (PESB), Block No. 14 CGO Complex, Lodhi Road, New Delhi. It is also requested to upload a copy of the communication on the website of PESB.
12. Director (Restg.), DoT for uploading on the website of DoT.
13. Guard File and O/o Folder.

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Sub.: Appointment to the post of Chairman & Managing Director, Indian Telephone Industries (ITI) Ltd. on immediate absorption basis through Search cum Selection process.

NAME OF THE CPSE	:	Indian Telephone Industries (ITI) Ltd.
NAME OF THE POST	:	Chairman & Managing Director (CMD)
DATE OF VACANCY	:	01/06/2018
SCHEDULE OF THE CPSE	:	Schedule 'A'
SCALE OF THE POST	:	Rs. 27,750-750-31,500/- [1997 pay scale]

1. COMPANY PROFILE:

ITI Limited was incorporated under the Indian Companies Act, 1956 with the objective to assist the Govt. in sensitive and strategic telecommunication fields and also to tap the opportunities of convergence of communications, internet and entertainment business. The Company is a schedule 'A' CPSE in Medium and Light Engineering Sector under the administrative control of Department of Telecommunication, Ministry of Communications.

Its Registered and Corporate offices are at Bangalore, Karnataka.

The authorized and paid up capital of the Company was Rs. **1200.00 crore** and Rs. **760.00 crore** respectively as on March 31, 2018.

The shareholding of the Government of India in the company is 89.97%.

2. JOB DESCRIPTION AND RESPONSIBILITIES:

The Chairman & Managing Director is the Chief Executive of the Corporation and is accountable to the Board of Directors and Government of India. He is responsible for the efficient functioning of the corporation, and for achieving its corporate objectives and performance parameters.

3. ELIGIBILITY

I. **Age:** On the date of occurrence of the vacancy (DOV):

Age of superannuation 60 years			
Internal		Others	
Minimum	Maximum	Minimum	Maximum
45	2 years of residual service as on the date of vacancy w.r.t. the date of superannuation.	45	3 years of residual service as on the date of vacancy w.r.t. the date of superannuation.

II. **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:

- (a) Central Public Sector Enterprise (CPSE) (including a full-time functional Director in the Board of a CPSE);
- (b) Central Government including the Armed Forces of the Union and All India Services;
- (c) State Public Sector Enterprise (SPSE) where the annual turnover is ***Rs. 1500 crore or more;**
- (d) Private Sector in company where the annual turnover is ***Rs 1500 crore or more. Preference would be given to candidates from listed companies.**

(* The average audited annual turnover of three financial years preceding the calendar year in which the post is advertised shall be considered for applying the approved limits).

III. Qualification:

The applicant should be a **graduate with good academic record** from a recognized university/institution. Applicants with Technical/MBA qualifications will have added advantage.

IV. Experience:

The applicant should possess adequate experience at a senior level of management in a large organization of repute. Experience in Finance/Marketing/Production will have added advantage. Experience in Telecom industry is desirable.

V. Pay Scale

(a) **Applicant from CPSEs** should be working on the date of application in the following or a higher pay scale:

Eligible Scale of pay

- (i) Rs.7250-8250 (IDA) Pre 1.1.1992
- (ii) Rs.9500-11,500 (IDA) Post 01.01.1992
- (iii) Rs.20500 -26,500 (IDA) Post 01.01.1997
- (iv) Rs.51300-73000 (IDA) Post 01.01.2007

Or

- (v) Rs.18400-22400 (CDA) Pre revised
- (vi) Rs.37400-67000+ GP Rs. 10000 (CDA)

(b) Govt. Officers

- (i) Applications from Central Govt./All India Services should be holding a post on the date of application of the level of Joint Secretary in Govt. of India or carrying equivalent scale of pay will be eligible for consideration **on immediate absorption basis**.
- (ii) Applicants from the Armed Forces of the Union on the date of application should be holding a post of the level of Major General in the Army or equivalent rank in Navy/Air Force will be eligible for consideration **on immediate absorption basis**.

(c) **Applicants from State Public Sector Enterprises/Private Sector** should be working at Board level position.

4. Duration of Appointment

The appointment shall be for a period of 05 years from the date of joining or upto the date of superannuation or until further orders, whichever is earlier.

5. SUBMISSION OF APPLICATIONS:

All applicants should send their applications as per the format at **Annexure-I**.

- I. The applicants should send their applications through proper channel as follows:
 - (a) Government Officers, including those of Armed Forces of the Union and All India Services: through Cadre Controlling Authority.
 - (b) CMDs/MDs/Functional Directors in CPSEs: through the concerned administrative Ministry.
 - (c) Below Board level in CPSE: through the concerned CPSE.
 - (d) CMDs/MDs/Functional Directors in State PSE: through the concerned Administrative Secretary and Cadre Controlling Authority, if any, of the State Govt.
 - (e) Private Sector directly to Department of Telecom.
- II. Applicants from Private Sector must submit the following documents along with the application form:
 - (a) Annual Reports of the Company in which currently working for the 3 financial years preceding the calendar year in which the post is advertised (please provide URL or attach/enclose copies);
 - (b) Whether the company is listed or not; if yes, the documentary proof (please provide URL or attach/enclose copies);
 - (c) Evidence of working at Board level;
 - (d) Self-attested copies of documents in support of age and qualifications;
 - (e) Relevant Jobs handled in the past with details.

6. 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.

- I. **For candidates from Central Government/Armed Forces of the Union/All India Services**
 - (a) The appointment is on immediate absorption basis.
 - (b) 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.
 - (c) 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.

II. 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.

III. For candidates from SPSE/Private Sector

- (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.

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

The last date for receipt of application in the Department of Telecom is latest by 5.30 PM on 18.02.2019

No application shall be entertained under any circumstances after the stipulated date. Incomplete applications (also including applications not submitted through proper channel as prescribed vide column 5 above) are liable to be rejected.

Search cum Selection Committee reserves the right to short list candidates for interview.

Applications are to be addressed to Secretary (Telecom) Department of Telecommunication, Sanchar Bhawan, 20 Ashoka Road, New Delhi-110001.

Application form for candidates from Central Public Sector Enterprises (CPSEs)/Central Government (including Armed Forces of the Union/All India Services)/State Public Sector Enterprises (SPSE)/Private Sector

(Through Proper Channel, except candidates from the Private Sector)

Please refer to the Job Description for the post at DoT's website (www.dot.gov.in)

Paste Photo

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 Forces of the Union/All India Services/ SPSE/ Private Sector) Please mention as applicable from the category stated aforesaid.	
	(e) Office Address	
	(f) Address of Communication	
3.	Telephone No. Office	
	Residence:	

* Should be exactly as per specific office order issued by the CPSE/Ministry/SPSE/employer.
 ** Private Sector-CTC/remuneration/emoluments drawn.

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

Note: 1. Please attach a **write-up**, not exceeding 3500 characters, in support of your candidature, for reference at the time of interview. The full form of all abbreviation used must be given in the prescribed limit of characters.

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

If yes:

- i. Name of the organisation in which the lien is held :
- ii. Date from which the lien is held:

(b) Are you on deputation?

Yes/ No

If yes:

- i. Name of parent organisation:
- ii. Date from which on deputation :

7. (a) Whether any penalty/punishment was awarded to the applicant during the last 10 years. Yes / No

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

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. In addition, I further certify that I meet the eligibility criteria as prescribed in the advertisement for this post.

Date:

Place:

(Name & Signature of the Applicant)

STATE PUBLIC SECTOR ENTERPRISES

8. Year wise Audited Annual Turnover of the **Company in which currently working** for 3 financial years preceding the calendar year in which the post has been advertised (e.g. 2013-14, 2014-15 and 2015-16 for a post advertised in the calendar year 2017).

Company in which candidate is currently serving	Year	Annual Turnover of the Company (in Rupees Crores)

(i) Please provide URL of company website & CIN (Corporate Identity Number) of company

(a) URL (Company Website Address) -----

(b) CIN (Corporate Identity Number) -----

(ii) I certify that I am working at Board Level position : Yes/No

If yes: Please provide your DIN (Director Identification Number) -----

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge. In addition, I further certify that I meet the eligibility criteria as prescribed in the advertisement for this post.

Date:

Place:

(Name & Signature of the Applicant)

PRIVATE SECTOR

8. Year wise Audited Annual Turnover (ATO) of the **Company in which currently working** for 3 financial years preceding the calendar year in which the post has been advertised (e.g. 2013-14, 2014-15 and 2015-16 for a post advertised in the calendar year 2017).

Company in which candidate is currently serving	Year	Annual Turnover of the Company (in Rupees Crores)*

* If Annual Turnover (ATO) is in foreign currency, the exchange rate as on the date of uploading of vacancy (advertisement) on the DoT's Website may be used.

(i) Please provide URL of company website & CIN (Corporate Identity Number) of company

(a) URL(Company Website Address) -----

(b) CIN(Corporate Identity Number) -----

(ii) I certify that I am working at Board Level position: Yes/No

If yes: Please provide your DIN (Director Identification Number) -----

(iii) Whether the Company in which I am working is listed on the stock exchange.

Yes/No

Stock Exchange -----

Proof of listing may be accessed over -----(please provide URL)

(iv) Self-certified copies for proof of age and education qualifications (enclosed)

I certify that the details furnished by me in Columns 1 to 8 wherever applicable are true to the best of my knowledge. In addition, I further certify that I meet the eligibility criteria as prescribed in the advertisement for this post.

Date:

Place:

(Name & Signature of the Applicant)

Declaration

ISon/Daughter ofhere by 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.

Date:

Place:

(Name & Signature of the Applicant)

UNDERTAKING (as applicable)

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

The appointment is on immediate absorption basis. 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, but before the offer of appointment is issued, 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.

Date:

Place:

(Name & Signature of the Applicant)

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, but before the offer of appointment is issued, 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.

Date:

Place:

(Name & Signature of the Applicant)

For candidates from Private Sector

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, but before the offer of appointment is issued, 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.

Date:

Place:

(Name & Signature of the Applicant)

Verification

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

It is certified that the particular 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)