

Most Immediate

No. 391-56/2011-STG-III
Government of India
Ministry of Communications & IT
Department of Telecommunications
Sanchar Bhawan, 20, Ashoka Road, New Delhi - 1
(STG-III Section)

Dated, 6, July, 2011

To

- (i) The Chairman & Managing Director
Bharat Sanchar Nigam Ltd./
Mahanagar Telephones Nigam Ltd.
- (ii) Sr. DDG (TEC)/DDG (Security) - (TERM Cells).

Subject: Selection (on immediate absorption basis) for the post of Executive Director (Finance & Corporate Affairs) in TCIL.

The undersigned is directed to enclose TCIL's letter No.TCIL/16/001/1/2011-HRD dated 24th June, 2011 and to say that TCIL is planning to fill the above mentioned post. It is requested that application alongwith bio-data complete in all respects may be forwarded to the undersigned positively by 20th July, 2011.

- (i) Bio-data of officers duly certified by the administrative authority, maintaining the service book.
- (ii) While forwarding the application, circle office may intimate the vigilance status as per 5 point proforma (copy enclosed) as per service book record of the office.
- (iii) BSNL/MTNL need not send or ask for vigilance clearance, separately, as the same would be obtained from vigilance branch, DoT.

Enclosure: a/a


(A K Patro)

Under Secretary (SNG)
Tele No. 23036226

Copy to:

1. All SAG officers of DoT
- ✓ 2. Director (IT) alongwith request to place the circular on the website of DoT. Hindi version will follow.

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Pl. placed.
M. S. S.
6.7.2011

ADG(IT-II)



टेलीकम्युनिकेशन्स कंसलटेंट्स इंडिया लिमिटेड
(भारत सरकार का उद्यम)
Telecommunications Consultants India Limited
(A Government of India Enterprise)

आई एस / आई एस ओ
IS/ISO 9001-2000



प्रभाग
DIVISION

टी. सी. आई. एल. भवन, ग्रेटर कैलाश-I,
नई दिल्ली-110048

TCIL Bhawan, Greater Kailash - I,
New Delhi-110 048

No. TCIL/16/001/1/2011-HRD

Dated : 22.06.2011

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Dy. Director General (Estt.)
Deptt. of Telecom
Sanchar Bhawan,
20, Ashok Road,
NEW DELHI.

Sub : Selection (on immediate absorption basis) for the post of Executive Director(Finance & Corporate Affairs).

Dear Sir,

TCIL is planning to fill up the post of Executive Director(Finance & Corporate Affairs) on immediate absorption basis.

The above post in the pay scale of Rs. 62000-80000(IDA) below board level will be filled up from amongst Group General Managers of TCIL and officers working in DOT/BSNL/MTNL in the pay scale of Rs. 37400-67000/- (CDA) with grade pay of Rs. 10,000/- or Rs. 51300-73000 (IDA) having essential qualification CA/ICWA.

You are requested to invite volunteers from amongst the eligible officers of DOT/BSNL/MTNL for the above post. The applications along with bio-data of the officers may kindly be sent to TCIL by 25.07.2011 along with vigilance clearance and CR dossiers for the last 5 years.

Details about the job profile and job requirements are enclosed.

Thanking you,

Yours faithfully,
For Telecommunications Consultants India Ltd.,

(Bhagwati Prasad)
Executive Director(HRD)

Encl : as above

V.S. (S.M.)
28/6
Dw. (S.M.)
28/6

जय महानिदेशक (स्था.)/2000
DDG (Estt.)/2000
जा. सं./Dy. No. 2469
दिनांक/Date. 28.06.11

S. 17/11
Sh. Sanjay
28/6

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**PROPOSED JOB PROFILE FOR THE POST OF
EXECUTIVE DIRECTOR (FINANCE & CORPORATE AFFAIRS)**

Pay Scale : Rs. 62,000-80,000 (IDA) i.e. E9 in TCIL

Job Profile :

- Vetting MOUs/ Agreements
- Cost reduction plans/ Strategies
- Annual Planning
- Overseas Project Finance & Accounts
- Overseas Project Clearance
- Material Procurement Finance
- Secretarial
- Legal Vetting
- Board Meetings
- Finalization of Agreements
- Liaison with various Authorities/ Ministries

Essential Qualification: CA/ICWA from the Institute of Chartered Accountants of India/
Institute of Cost and Works Accountants of India.

Desirable qualification: ACS from the Institute of Company Secretaries of India

Eligibility Criteria/ Pay scale:

- Government Officers of DOT/BSNL/MTNL in the pay scale of Rs. 37400-67000 (CDA) with grade pay of Rs. 10,000/- or equivalent IDA scale having minimum 20 years post qualification experience.

OR

- Group General Managers of TCIL working in the pay scale of Rs. 37400-67000 (CDA) with grade pay of Rs. 10,000 or Rs. 51300-73000 (IDA) scale having minimum 20 years post qualification experience.

Maximum Age : 55 years for external candidates and one year relaxation for internal candidates as on 31.03.2011

Reporting to : Functional Director of TCIL Board.

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